

# MINUTE RECORD

REGULAR BOARD MEETING  
VILLAGE BOARD OF TRUSTEES  
FEBRUARY 14, 2019 7:00 PM

The regular meeting of the Chairman and Board of Trustees of the Village of Shelton, Nebraska, was convened in open and public session in the Community Room of the Shelton Municipal Building at 219 "C" Street in Shelton, Nebraska, on February 14, 2019. Vice Chairman Keslar called the meeting to order at 7:00 P.M. at which time he informed the public of the posting of the Open Meeting Act on the bulletin board in the back of the room and led the audience in the Pledge of Allegiance. He then directed the Village Clerk to call roll which reflected the following: Present: Trustees: Cline, Oberg, Keslar and Doremus. Absent: Roe.

Notice of this meeting was given in advance thereof by posting at 10:20 am on February 7, 2019 in five (5) public places in the Village of Shelton, Nebraska, as follows: Larry's Market, Shelton Clipper, Post Office, Cornerstone Bank, and Village Office, all as shown by the Certificate of Posting attached to these minutes. Notice of this meeting was simultaneously given to the Chairman and all members of the Village Board of Trustees and a copy of their acknowledgement of receipt of notice of the meeting and the agenda are attached to these minutes. Availability of the agenda was communicated in the advanced notice and in the notice of this meeting to the Village Board of Trustees.

All proceedings shown were taken while the convened meeting was open to the attendance of the public.

**2. CONSENT AGENDA.** The consent agenda was presented as follows:

**A. WAIVE READING & APPROVE MINUTES OF REGULAR MEETING OF JANUARY 10, 2019**

**B. ACCEPT FINANCIAL STATEMENT AS PRESENTED**

It was moved by Trustee Doremus with a second from Trustee Oberg to approve the consent agenda as presented. Vice Chairman Keslar called for the vote and it was recorded as follows: Ayes: Cline, Oberg, Doremus and Keslar. Nays: None. Absent: Roe. Motion Carried.

**3. REPORTS.**

**A. ATTORNEY/DEPARTMENT HEADS.** Attorney Jim Truell and Utility Superintendent Sell, Administrative Clerk Doremus and Police Chief Clark gave verbal as well as written reports on the activities in their departments during the past month.

**B. FIRE DEPARTMENT COMMUNICATIONS.** Fire Chief Wiehn reported on the activities, both past and future that were happening in his department.

**4. WATER PROJECTS AND FUNDING PROPOSAL.** Administrative Clerk Doremus explained that our engineers needed to let the State know if we were interested in the grant/loan funding proposal for our water projects. The proposed funding would be for the four projects for an estimated cost of \$687,100 of which \$127,420 (20%) would be forgiven. After some discussion, it was moved by Trustee Doremus to proceed with the projects and begin the process to accept the State's proposal for the funding. This receive a second from Trustee Oberg with the vote as follows: Ayes: Cline, Oberg, Doremus and Keslar. Nays: None. Absent: Roe. Motion Carried.

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**5. WATER RATE STUDY.** Utility Superintendent Sell addressed the board and recommended that with the new water projects being proposed, a rate study might be in order. Nebraska Rural Water Association will provide us with a study at no cost to us. After discussion, it was moved by Trustee Doremus with a second from Trustee Cline to authorize Nebraska Rural Water Association to do a rate study for the Village. Ayes: Cline, Oberg, Doremus and Keslar. Nays: None. Absent: Roe. Motion Carried.

**6. WATER LEAK POLICY/LIEN ON PROPERTY FOR PAST DUE BILLS.** Village Attorney Truell reported that the Village Ordinances already provides that the Village can place a lien on the property for the past due water bills. With that in place, Resolution No. 19-02-14 was presented.

**RESOLUTION NO. 19-02-14:**

**WHEREAS,** the Governing Body of the Village of Shelton, Nebraska has determined that the maintenance of the water service line from the meter to the house and within said property to be the responsibility of the utility customer; and

**WHEREAS,** after investigation of the facts and discussion of the alternatives, the Governing Body has decided the cost of any water running through the meter is the responsibility of the utility customer;

**NOW, THEREFORE, BE IT RESOLVED BY THE CHAIRMAN AND BOARD OF TRUSTEES OF THE VILLAGE OF SHELTON, NEBRASKA:**

**SECTION 1.** Any and all water running through the meter of the utility customer is to be billed to said customer and is his/her responsibility.

**SECTION 2.** That the maintenance of the water service line from the meter to the house and within said property to be the sole responsibility of the utility customer; and

**SECTION 3.** That the Village reserves the right to discontinue service to the property if maintenance of such service line is not conducted in a timely manner.

It was then moved by Trustee Doremus with a second from Trustee Oberg to approve and adopt Resolution No. 19-02-14 as presented. Ayes: Cline, Oberg, Doremus and Keslar. Nays: None. Absent: Roe. Motion Carried.

**7. CONSIDER/APPROVE APPLICATION TO NE DED FOR OWNER OCCUPIED REHAB GRANT.** Lori Ferguson with South Central Economic Development District explained to the board that she had been working with the Shelton Economic and Community Development group with regards to grants for Owner Occupied Rehab homes. The first grant she would like to apply for required a 10% match. Administrative Clerk Doremus indicated that if the application for \$150,000 was applied for, the Village could supply its 10% match of \$15,000 from the Keno funds. After further discussion, it was decided it was time to consider Resolution No. 19-02-14A.

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## RESOLUTION NO. 19-02-14A:

WHEREAS, the Village of Shelton is in the South Central Nebraska Development District, Inc. (SCEDD); and

WHEREAS, the Village of Shelton is pursuing grant funding for Owner Occupied Rehabilitation; and

WHEREAS, the Village of Shelton desires to have an application submitted to the Nebraska Department of Economic Development for a Nebraska Affordable Housing Trust Fund (NAHTF) grant; and

WHEREAS, the Board of Trustees have set aside funds for the required 10% match

NOW THEREFORE, BE IT RESOLVED, that the Village of Shelton requests and authorizes SCEDD to work with the Village to prepare and submit this application on behalf of the Village of Shelton.

It was then moved by Trustee Doremus with a second from Trustee Cline to approve and adopt Resolution No. 19-02-14A as presented. Ayes: Cline, Oberg, Doremus and Keslar. Nays: None. Absent: Roe. Motion Carried.

**8. ANNEXATION/ANNEXATION ORDINANCE(S).** After discussion and consideration of the farm lands with center pivots, a motion was made by Trustee Cline to include land tracts one (1) through nine (9) in the annex ordinance (Ordinance No. 824) which would omit Annex Area A and Annex Area B. This received a second from Trustee Oberg with the vote as follows: Ayes: Cline, Oberg, Doremus and Keslar. Nays: None. Absent: Roe. Motion Carried.

Vice Chairman Keslar then introduced Ordinance No. 824 and read it by for its first reading. Trustee Doremus then stated that since Ordinance No. 824 had been introduced, read by title, he would move to approve Ordinance No. 824 upon its first reading. This received a second from Trustee Oberg with the vote as follows: Ayes: Cline, Oberg, Doremus and Keslar. Nays: None. Absent: Roe. Motion Carried.

**9. PURCHASE OF NEW POLICE VEHICLE.** Chief Clark presented the board with the state bid of \$29,609 which included the trade value in of the 2011 Expedition of \$3,500. After discussion, it was moved by Trustee Doremus to opt out of the Trade in and purchase the new police vehicle for \$33,109 and to insert this amount into Resolution No. 19-02-14B. This received a second from Trustee Oberg with the vote as follows: Ayes: Oberg, Doremus and Keslar. Nays: Cline. Absent: Roe. Motion Carried.

Vice Chairman Keslar indicated it was now time to consider Resolution No. 19-02-14B.

## RESOLUTION NO. 19-02-14B:

WHEREAS, the Governing Body of the Village of Shelton, Nebraska has determined that the maintenance of equipment is necessary and essential to the efficient and proper operation of the Village.

WHEREAS, after investigation of the facts and discussion of the alternatives, the Governing Body has decided to have the necessary purchase of equipment made.

NOW, THEREFORE, BE IT RESOLVED BY THE CHAIRMAN AND BOARD OF TRUSTEES OF THE VILLAGE OF SHELTON, NEBRASKA:

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**SECTION 1.** That the Village of Shelton, Nebraska shall immediately acquire, a 2019 POLICE ½ TON CREW CAB 4X4 (4) DOOR SSV TRUCK from ANDERSON FORD of Lincoln, NE for total cost not to exceed \$33,109.00.

**SECTION 2.** That the Village Clerk, and Police Chief are authorized, and directed to acquire the aforementioned equipment for and on behalf of, and in the name of the Village of Shelton, Nebraska, and to execute such documents, orders, and contracts in the name of the Village of Shelton, Nebraska, as may be necessary, proper, or convenient to undertake and complete such purchase.

It was then moved by Trustee Doremus to approve and adopt Resolution No. 19-02-14B as presented. This received a second from Trustee Oberg with the vote as follows: Ayes: Oberg, Doremus and Keslar. Nays: Cline. Absent: Roe. Motion Carried.

**10. DECLARING PROPERTY AS SURPLUS.** Since the 2011 Expedition was still being used, it was moved by Trustee Doremus with a second from Trustee Oberg to table this agenda item to the Regular March meeting. Ayes: Cline, Oberg, Doremus and Keslar. Nays: None. Absent: Roe. Motion Carried.

**11. POOL OPERATIONS/STAFF.** It was reported that one application had been received for Pool Manager. Trustees Oberg and Cline would interview the applicant and begin recruiting lifeguards for our 2019 season.

**12. CLAIMS.** After review, it was moved by Trustee Doremus, seconded by Trustee Cline to pay the claims as presented. Ayes: Cline, Oberg, Doremus and Keslar. Nays: None. Absent: Roe. Motion Carried.

**13. ADJOURNMENT.** All agenda items having been considered, Trustee Doremus with a second from Trustee Cline moved to adjourn the meeting. AYES: Cline, Oberg, Keslar and Doremus. NAYS: None. ABSENT: Roe. Motion Carried. Whereupon, the Vice Chairman declared the motion carried and the meeting duly adjourned at 8:29 P.M.

RESPECTFULLY SUBMITTED

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BONNIE DOREMUS, MMC  
VILLAGE CLERK

APPROVED:

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WILLIAM C. ROE  
CHAIRMAN

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## CERTIFICATION

I, the undersigned, Village Clerk for the Village of Shelton, Nebraska, hereby certify that the foregoing is a true and correct copy of proceedings had and done by the Chairman and Board of Trustees of the Village of Shelton at the regular meeting held on February, 14, 2019 and that all the subjects included in the foregoing proceedings were contained in said agenda for at least twenty-four hours prior to said meeting; that said minutes from which the foregoing proceedings have been extracted were available for public inspection within ten working days of the meeting of said body; that all news media requesting notification concerning meetings of said body were provided advance notification of the time and place of said meeting and the subjects to be discussed at said meeting; that the notice of the meeting was posted by Assistant Village Clerk Lisa Smith at 10:20 P.M. on February 7, 2019 in five public places in the Village of Shelton, as follows: Village Office, Shelton Clipper, Post Office, Cornerstone Bank, and Larry's Market.

Dated this 18th day of February, 2019

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BONNIE DOREMUS, MMC  
VILLAGE CLERK

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## CLAIMS:

AURORA COOPERATIVE	CEMETERY PROPANE	\$161.20
BARCO MUNICIPAL PRODUCTS INC	UTILITY LOCATION FLAGS	\$67.96
BLACK HILLS ENERGY	MONTHLY SERVICE	\$1,263.54
BUFFALO CO SHERIFF'S OFFICE	LAW ENFOR/ANIMAL CONTROL	\$991.52
BUSINESS WORLD PRODUCTS	DESK/OFF SUPPLIES	\$567.94
CENTRAL DIST. HEALTH DEPART.	WATER TESTING	\$85.50
CHARTER COMMUNICATIONS	MONTHLY SERVICE	\$154.99
CHEMSEARCH	SEWER ECOFLOW PROGRAM	\$710.00
CHUCK ROE	FIREHALL R/M	\$294.23
CINDY BRANDT	FIREHALL CLEANING	\$100.00
CLIPPER PUBLISHING, INC	JAN PUBLICATIONS/ADS	\$210.07
CUTTING EDGE CLEANING	COMM RM CLEANING	\$240.00
DAN SELL	MEALS/TRAVEL	\$192.65
DEARBORN NATIONAL	FEB PREMIUM/FIREMEN LIFE	\$55.04
DIVERSIFIED DRUG TESTING, LLC	QTRLY DRUG TESTING	\$155.00
EMBASSY SUITES HOTELS	UTILITY CONFERENCE	\$274.00
GREY HOUSE PUBLISHING	NEW BOOKS	\$148.50
INTERNATIONAL INSTITUTE OF	MEMBERSHIP/DOREMUS/SMITH	\$280.00
ISLAND SPRINKLER SUPPLY	PARK SPRINKLERS R/M	\$527.22
K & K CONVENIENCE STORE	UTILITY/POLICE FUEL	\$573.69
K & K CONVENIENCE STORE	FIRE DEPT FUEL	\$183.67
LARRY'S MARKET	JAN SUPPLIES	\$91.14
LASERTEC OF NE, INC	COPIER CONTRACT	\$96.25
MCI	MONTHLY SERVICE	\$42.25
MENARDS - KEARNEY	SUPPLIES	\$447.64
NE CENTRAL TELEPHONE CO	MONTHLY SERVICE	\$503.66
NEBRASKA DEPT OF REVENUE	SALES TAX	\$3,915.59
DHHS DIVISION OF PUBLIC HEALTH	POOL PERMIT	\$40.00
NE PLANNING & ZONING ASSOC	ANNUAL CONFERENCE	\$225.00
NOLLER ELECTRIC INC	SIREN REPAIR	\$468.77
NOTARY PUBLIC UNDERWRITERS	NOTARY PACKAGE/LISA	\$105.00
NEBRASKA PUBLIC POWER DIST	MONTHLY SERVICE	\$5,941.26
ONE CALL CONCEPTS	JAN LOCATES	\$4.60
PETTY CASH	POSTAGE	\$235.86
PHILIPS HEALTHCARE	R/M AMBUL EQUIP	\$926.59
PRESTO X	FIREHALL PEST CONTROL	\$36.00
SUBURBAN FIRE PROTECTION	EDUCATION MATERIALS	\$522.92
TITAN MACHINERY	LOADER REPAIR	\$575.79
TRUELL, MURRY & ASSOC	JAN ATTORNEY FEE	\$430.00
US BANK	LAPTOP/EDUCATION/SUPPLIES	\$1,460.26
VERIZON	MONTHLY SERV/NEW PHONE	\$955.59
WILLIS REPAIR	R/M AND SAFETY EQUIPMENT	\$1,250.71
TOTAL ACCOUNTS PAYABLE		\$25,511.60
JANUARY PAYROLL		\$27,661.44
***** REPORT TOTAL *****		\$53,173.04

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