

MINUTE RECORD

REGULAR BOARD MEETING
VILLAGE BOARD OF TRUSTEES
FEBRUARY 13, 2020 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 13, 2020. 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: Keslar, Cline, Oberg and Doremus. Absent: Roe.

Notice of this meeting was given in advance thereof by publication in the Shelton Clipper on February 6, 2020 and posting at 11:10 am on February 10, 2020 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 9, 2020**
- B. ACCEPT FINANCIAL REPORT**
- C. RESOLUTION TO PAY MILLER & ASSOCIATES FOR SERVICES FOR DESIGN AND GIS/GPS MAPPING THROUGH 12/13/19.**

RESOLUTION NO. 20-02-13:

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

1. The Engineers for the Village, Miller & Associates, have theretofore delivered to the Village their invoice No. 20 0016 consisting of survey and design services and preparation of bidding documents as delineated in Section 1.1 through 1.4, through December 31, 2019 and the invoice set out below is hereby approved, and the Governing Board finds services have been received by the Village and work has been performed and claims therefore are hereby allowed as follows:

**MILLER & ASSOCIATES
INVOICE 20-0016**

Design/biding service (80% complete)	\$38,080.00
Licensed land surveyor	85.00
Senior Design Technician	<u>1,235.00</u>
Total	\$39,400.00

2. That the Village Clerk be, and hereby is, authorized and directed to issue and deliver payment in the amount of \$39,400.00 to Miller & Associates of Kearney, Nebraska within ten days from the date thereof for the work performed as set forth and approved.

It was moved by Trustee Doremus with a second from Trustee Oberg to approve the consent agenda as presented. Ayes: Cline, Oberg, Keslar and Doremus. Nays: None. Absent: Roe. Motion carried.

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3. REPORTS

- A. **FIRE DEPARTMENT REPORT ON PRIOR MONTH'S ACTIVITIES.** A Verbal report given by Fire Chief Wiehn.
- B. **ATTORNEY REPORT ON PRIOR MONTH'S ACTIVITIES.** A verbal report was given by Attorney Truell.
- C. **ADMINISTRATIVE REPORT.** A written and verbal report was given by Administrative Clerk Doremus.
- D. **POLICE REPORT.** A written report was given by Police Chief Clark
- E. **UTILITY SUPERINTENDENT REPORT.** A written and verbal report was given by Utility Superintendent Sell.

4. PUBLIC HEARING ON PLANNING COMMISSION'S RECOMMENDATIONS TO REVISE AREAS OF THE ZONING ORDINANCE. Since the Planning Commission was unable to meet to formalize their recommendations, it was moved by Trustee Doremus, with a second from Trustee Oberg to continue the Public Hearing to the March regular meeting. Ayes: Cline, Oberg, Keslar and Doremus. Nays: None. Absent: Roe. Motion carried.

5. AWARD BIDS FOR WATER PROJECT (REPLACING WATER MAIN ON C STREET FROM 2ND TO 8TH STREET AND ON RAILROAD STREET PLUS VALVES AND FIRE HYDRANT REPLACEMENTS). Reed Miller from Miller & Associates reported that the bid openings were done on February 11, 2020 with two bids submitted. Midland Contracting of Kearney, Nebraska bid \$506,934.00 and Myers Construction of Broken Bow, Nebraska bid \$683,202.84. After considering these bids, it was their recommendation to accept the Bid of Midland Contracting. After discussion Vice Chairman Keslar indicated it was time to consider Resolution No. 20-02-13C.

RESOLUTION NO. 20-02-13C:

Whereas, the Village Board of the Village of Shelton, Nebraska, wishes to do a Water Systems Improvement Project (NDEQ Project #D311631, M&A Project #116-C1-016-19), and

Whereas, the Village Board of the Village of Shelton, Nebraska, has received and opened bids on February 11, 2020, and

Whereas, Midlands Contracting of Kearney, Nebraska has submitted the low bid of \$508,934.00 for this project,

NOW, THEREFORE, BE IT RESOLVED BY the Village Board of the Village of Shelton shall award Midlands Contracting the bid for the Water Systems Improvement Project, and That the Chairman and Village Clerk be authorized and directed to execute such contract for and on behalf of, and in the name of the Village of Shelton, Nebraska, and that an executed copy of said contract be affixed to this resolution and, by reference, made a part of these official Proceedings.

It was then moved by Trustee Doremus to approve and adopt Resolution No. 20-02-13C as presented. This received a second from Trustee Oberg with the vote as follows: Ayes: Cline, Oberg, Keslar and Doremus. Nays: None. Absent: Roe. Motion carried.

6. NUISANCE COMPLAINTS REGARDING 605 PHELPS DR. Police Chief Clark was not present but had a written report to the Board with pictures and his recommendation to declare the property a nuisance. He indicated that the property owners had been given over 60 days to improve the property and as of a couple days earlier still had equipment, parts, small engines parts, trash, containers of oil and tires yet to dispose of. After discussion, it was moved by Trustee Doremus based on the pictures and report from Chief Clark that the property at 605 Phelps Dr. be declared a nuisance and the owners have until March 9, 2020 to correct the situation. This received a second from Trustee Oberg with the vote as follows: Ayes: Oberg, Keslar and Doremus. Nays: None. Abstains: Cline. Absent: Roe. Motion carried.

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7. UPDATE ON OWNER OCCUPIED REHAB PROJECT. It was reported that we had received notice of the Release of Funds which would now allow the signing of contracts and the process to proceed.

7A. APPROVAL OF CHAIRMAN TO ENTER INTO A CONTRACT WITH CSD INSPECTIONS AND BEYOND TO PROVIDE LEAD BASED PAINT SERVICES OF OOR PROJECT.

7B. APPROVAL OF CHAIRMAN TO ENTER INTO A CONTRACT WITH CSD INSPECTIONS AND BEYOND TO PROVIDE HOUSING MANAGEMENT SERVICES OF OOR PROJECT.

Vice Chairman Keslar indicated it was now time to consider Resolutions No. 20-02-13A and No. 20-02-13B.

RESOLUTION NO 20-02-13A:

WHEREAS, the Governing Body of the Village of Shelton, Nebraska has been awarded an Owner-Occupied Rehabilitation grant from the Nebraska Affordable Housing Trust Fund (NAHTF).

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

SECTION 1. That the Village of Shelton, Nebraska shall contract with CDS Inspections and Beyond to provide Lead Based Paint Services for this grant.

SECTION 2. That the Chairman hereby is authorize and directed to execute such contract for and on behalf of, and in the name of the Village of Shelton, Nebraska, and that an executed copy of said contract be affixed to this resolution and, by reference, made a part of these official Proceedings.

RESOLUTION NO. 20-02-13B:

WHEREAS, the Governing Body of the Village of Shelton, Nebraska has been awarded an Owner-Occupied Rehabilitation grant from the Nebraska Affordable Housing Trust Fund (NAHTF).

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

SECTION 1. That the Village of Shelton, Nebraska shall contract with CDS Inspections and Beyond to provide Housing Management Services for this grant.

SECTION 2. That the Chairman hereby is authorize and directed to execute such contract for and on behalf of, and in the name of the Village of Shelton, Nebraska, and that an executed copy of said contract be affixed to this resolution and, by reference, made a part of these official Proceedings.

It was then moved by Trustee Doremus, with a second from Trustee Oberg to approve and adopt Resolutions No. 20-02-13A and No. 20-02-13B as presented. Ayes: Cline, Oberg, Keslar and Doremus. Nays: None. Absent: Roe. Motion carried.

8. LOTTERY LICENSE RENEWAL. Administrative Clerk Doremus reported that the Village's Lottery License was up for renewal. The Cost to renew it is \$100 for a 2-year license. Since we do not have any establishment doing Keno at this time she wanted to know if the board wanted to renew it or wait until someone requested Keno again. After discussion it was felt that it would be to our advantage to have it in place if someone were to request it in the future. Therefore, it was move by Trustee Doremus to renew the Lottery License and authorize the payment of \$100.00 for that purpose. This received a second from Trustee Oberg with the vote as follows: Ayes: Cline, Oberg, Keslar and Doremus. Nays: None. Absent: Roe. Motion carried.

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9. POLICE OFFICER VACANCY/TRAINING CONTRACT. Since Police Chief Clark was not in attendance, no report was available as to how the search for a new Police Officer was proceeding. It was discussed that two board members would like to sit in on the interview process. Village Attorney Truell reported he had sent a letter requesting reimbursement for the unfulfilled contract of Officer Schmidt, but it was sent late so no response had been received as of to date.

10. SUMMER HELP. Utility Superintendent Sell informed the board that do to the water project which will take more of his time this summer, as well as the summer help usually needs time off for camps, etc. he would like to hire four summer help positions. It was agreed that we would also advertise for the Pool Manager and Manager Assistants at this time.

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

12. ADJOURNMENT. All agenda items having been considered, Trustee Doremus with a second from Trustee Oberg moved to adjourn the meeting. AYES: Cline, Oberg, Keslar and Doremus. NAYS: None. ABSENT: Roe. Motion Carried. Whereupon, the Chairman declared the motion carried and the meeting duly adjourned at 7:58 P.M.

RESPECTFULLY SUBMITTED

BONNIE DOREMUS, MMC
VILLAGE CLERK

APPROVED:

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 13, 2020 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 Clerk/Treasurer Lisa Smith at 11:10 A.M. on February 13, 2020 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 17th day of February, 2020.

BONNIE DOREMUS, MMC
VILLAGE CLERK