

MINUTE RECORD

REGULAR BOARD MEETING
VILLAGE BOARD OF TRUSTEES
FEBRUARY 10, 2022

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 at 7:00 o'clock P.M. on February 10, 2022. Chairman Roe then called the meeting to order 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: Trustee Roe, Oberg, Reutzel, Keslar and Doremus. Absent: None.

Notice of this meeting was given in advance thereof by publishing February 3, 2022 in the Shelton Clipper and posting at 11:10 A.M. on February 4, 2022, in five (5) public places in the Village of Shelton, Nebraska, as follows: Larry's Market, Shelton Clipper, Cornerstone Bank, Post Office, 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 advance 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. It was then moved by Trustee Doremus to approve the consent agenda which included: A) Waive Reading and approve minutes of Regular meeting of January 13, 2022; and B) Accept Financial Report. This received a second from Trustee Doremus with the vote as follows: Ayes: Roe, Oberg, Reutzel, Keslar and Doremus. Nays: None. Absent: None. Motion Carried.

3. REPORTS. Written and verbal reports were received from the Library, Attorney, Police, Administrative Clerk and Utility Department.

5. LIONS CLUB REPORT AND FUTURE PLANS. Lions Club President, Sandy Stroh addressed the board and reported that they had raised enough funds through "Give Where You Live" to purchase the new Christmas lights for the Village and are working with the Utility Department to get them purchased. The Lions Club were also proposing to have a free "Movie Night" in the park on the evening of the July 3rd. Much of the details were yet to be worked out but wanted to bring the idea before the board. After discussion, it was moved by Trustee Keslar, with a second from Trustee Doremus to approve the concept of the activity pending working out of the details. Ayes: Roe, Oberg, Reutzel, Keslar and Doremus. Nays: None. Absent: None. Motion Carried.

4. APPOINTMENT OF AMANDA BROWN TO THE HOUSING AUTHORITY BOARD. It was moved by Trustee Doremus, with a second from Trustee Keslar to appoint Amanda Brown to the Housing Authority Board. Ayes: Roe, Oberg, Reutzel, Keslar and Doremus. Nays: None. Absent: None. Motion Carried.

6. DECLARING 306 G STREET AS A NUISANCE PROPERTY. Due to the fact that the Police Department was unable to contact the owner of the property, it was moved by Trustee Doremus, with a second from Trustee Keslar to table any action to the March meeting, allowing time for letters to be sent to owners. Ayes: Roe, Oberg, Reutzel, Keslar and Doremus. Nays: None. Absent: None. Motion Carried.

MINUTE RECORD

FEBRUARY 10, 2022

- PAGE 2 -

7. PURCHASE OF NEW FUEL BARREL. Utility Superintendent Gillming reported that one of the fuel barrels had rusted out and sprung a leak. It was fixed temporarily but we need to replace it. He received two verbal quotes and after discussion it was moved by Trustee Doremus to buy from Schroeder Machine Shop – the price to include delivery and set up. This received a second from Trustee Oberg with the vote as follows: Ayes: Roe, Oberg, Reutzler, Keslar and Doremus. Nays: None. Absent: None. Motion Carried. Chairman Roe then indicated it was time to consider Resolution No. 22-02-10.

RESOLUTION NO. 22-02-10:

WHEREAS, the Governing Body of the Village of Shelton, Nebraska has determined that the maintenance of certain assets 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 certain assets made.

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 immediately acquire, a replacement Fuel Barrel from Schroeder Machine Shop of Shelton, NE for total cost not to exceed \$1,500.00.

SECTION 2. That the Chairman, Utility Superintendent and Village Clerk are authorized, and directed to acquire the aforementioned asset 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, with a second from Trustee Oberg to approve and adopt Resolution No. 22-02-10 as presented. Ayes: Roe, Oberg, Reutzler, Keslar and Doremus. Nays: None. Absent: None.

8. LEASE/PURCHASE OF NEW COPIER. Administrative Clerk Doremus explained that the copier was about seven years old and many of the features such as scanning, etc. were not functioning correctly. The service was not the best since the company had been sold. She presented the Board with a proposal from Eakes Office Solutions and explained that the lease/purchase would be the option she felt would fit with the Village's budget. After discussion, Chairman Roe indicated it was time to consider Resolution No. 22-02-10A.

RESOLUTION NO. 22-02-10A:

WHEREAS, the Governing Body of the Village of Shelton, Nebraska has determined that the purchase of certain 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 Lease/purchase the necessary equipment:

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 immediately acquire, for the lease price not to exceed \$130.87/month for 60 months one Sharp Copier from Eakes Office Solution of Kearney, NE.

SECTION 2. That the Chairman and Administrative Clerk hereby 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 lease/purchase.

MINUTE RECORD

FEBRUARY 10, 2022

- PAGE 3 -

It was then moved by Trustee Oberg, with a second from Trustee Doremus to approve and adopt Resolution No. 22-02-10A as presented. Ayes: Roe, Oberg, Reutzler, Keslar and Doremus. Nays: None. Absent: None.

9. ORDINANCE TO SET NEW WAGES FOR VILLAGE EMPLOYEES. Chairman Roe indicated he felt that substantial raises were needed to retain the good employees. Utility Superintendent Gillming also reported to the board that Skylar Tylkowski had just received word that he passed the Water Operator's testing and is now licensed and thought the board might want to consider his "merit" raise in combination to the other proposed wage. After discussion and consideration, Chairman Roe indicated that it was now time to consider Ordinance No. 849, Whereupon, it was moved by Trustee Oberg, seconded by Trustee Doremus that the minutes of the proceedings of the Chairman and Board of Trustees of the Village of Shelton, Buffalo County, Nebraska, in the matter of passing and approving Ordinance No. 849 be preserved and kept in a separate and distinct volume known as "Ordinance Record, Village of Shelton, Nebraska"; and that said separate and distinct volume be incorporated in and made a part of these proceedings the same as though it were spread at large herein. The Chairman instructed the Village Clerk to call the roll and the following was recorded as the vote on this motion: AYES: Roe, Oberg, Keslar, Doremus and Reutzler. NAYS: None. ABSENT: None. Whereupon the chairman declared the Motion Carried.

Further, a motion was made by Trustee Oberg, seconded by Trustee Doremus that the statutory rules in regard to the passage and adoption of Ordinances be suspended, so that said Ordinance No. 849 might be introduced, read by title, and approved and passed at the same meeting. Trustee Oberg called for the question. The Chairman put the question to the vote and instructed the Village Clerk to call roll and the following was the vote on this motion: AYES: Roe, Oberg, Keslar, Doremus, Keslar and Reutzler. NAYS: None. ABSENT: None. Whereupon, the Chairman declared the Motion Carried.

Following the reading of Ordinance No. 849 by title on the First Reading, the suspension of the rules so that the same may be read by title on the Second and Third Readings, allowing for final passage at the same meeting, Trustee Oberg called for the question as to the approval and passage of Ordinance No. 849 and the following vote was recorded: AYES: Roe, Oberg, Keslar, Doremus and Reutzler. NAYS: None. ABSENT: None. Whereupon, the Chairman declared that five members of the Board having voted in the affirmative for the passage and approval of Ordinance No. 849 and declared said Ordinance duly passed and adopted as an Ordinance of the Village of Shelton, Nebraska.

Whereupon, it was moved by Trustee Oberg, seconded by Trustee Doremus that said Ordinance No. 849 be published in pamphlet form. AYES: Roe, Oberg, Doremus, Keslar and Reutzler. NAYS: None. ABSENT: None. Motion Carried.

10. AMENDMENT TO CONTRACT WITH CDS INSPECTIONS & BEYOND FOR HOUSING MANAGEMENT SERVICES. After discussion, it was moved by Trustee Doremus to approve the proposed amendment to the Professional Services Agreement and authorize Chairman Roe to sign such amendment. This received a second from Trustee Oberg with the vote as follows: AYES: Roe, Oberg, Doremus, Keslar and Reutzler. NAYS: None. ABSENT: None. Motion Carried.

11., 12., 13., 14., 15., and 16. APPROVAL OF PAYMENTS TO CDS INSPECTIONS FOR HOUSING MANAGEMENT SERVICES AND LEAD PAINT INSPECTIONS FOR #SHEL-HR-07 AND

MINUTE RECORD

FEBRUARY 10, 2022

- PAGE 4 -

#SHEL-HR-08; MID PLAINS ROOFING & REMODELING FOR WORK COMPLETED ON #SHEL-HR-07; BATES CONSTRUCTION AND M & K ELECTIC RELATING TO SHEL-HR-08; APPROVAL OF REQUEST FOR NAHTF FUNDS AND APPROVAL OF AN AMENDMENT REQUEST OF THE PERFORMANCE GOAL FOR THE VILLAGE'S OWNER OCCUPIED REHABIATION PROJECT.

After discussion, it was moved by Trustee Doremus, with a second from Trustee Oberg to approve payments to CDS Inspections, Mid Plains Roofing and Remodeling, Bates Construction, M & K Electric, approve drawdown request and amendment to the Village's goals relating to the project. AYES: Roe, Oberg, Doremus, Keslar and Reutzel. NAYS: None. ABSENT: None. Motion Carried.

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

14. ADJOURNMENT. All agenda items having been considered, Trustee Keslar, with a second from Trustee Oberg moved to adjourn the meeting. AYES: Roe, Oberg, Reutzel, Doremus and Keslar. NAYS: None. ABSENT: None. Whereupon, the Chairman declared the motion carried and the meeting duly adjourned at 7:41 P.M.

RESPECTFULLY SUBMITTED

BONNIE DOREMUS, MMC
VILLAGE CLERK

APPROVED:

WILLIAM C. ROE
CHAIRMAN

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 10, 2022 at the Community Room, 219 "C" Street, Shelton, NE 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 on February 4, 2022 in five public places in the Village of Shelton, as follows: Village Office, Cornerstone Bank, Shelton Clipper, Post Office, and Larry's Market.

Dated this 14th day of February, 2022.

BONNIE DOREMUS, MMC
VILLAGE CLERK

MINUTE RECORD