

MINUTE RECORD

REGULAR BOARD MEETING
VILLAGE BOARD OF TRUSTEES
JANUARY 14, 2021

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, and via a Zoom platform at 7:00 o'clock P.M. on January 14, 2021. 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, Doremus, Keslar and Reutzel. Absent: Oberg.

Notice of this meeting was given in advance thereof by publication in the Shelton Clipper on, January 7, 2021 and posting at 10:45 A.M. on January 7, 2021 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 Affidavit of Publication and 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 Reutzel to approve the consent agenda which included: A) Waive Reading and approve minutes of Regular meeting of December 10, 2020; B) Accept Financial Report; C) Resolution 21-01-14 as follows: RESOLUTION 21-01-14:

1. That the Engagement Letter with the Village of Shelton, Nebraska, and Dana F. Cole & Co. LLP of Grand Island for the audit for the 2019/2020 fiscal year in the form presented to this Governing Body be, and the same hereby is, approved and accepted.
2. That the Chairman of the Governing Body and Village Clerk be, and they hereby are, authorized and directed to execute such Engagement Letter, on behalf of, and in the name of the Village of Shelton, Nebraska and that an executed copy of said agreement be affixed to this resolution and, by reference, made a part of these official proceedings.

And D) application of Nathan Rebel as new member to the Shelton Volunteer Fire and Rescue.

This received a second from Trustee Doremus with the vote as follows: Ayes: Roe, Keslar, Doremus and Reutzel. Absent: Oberg. Motion Carried.

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

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4. ADDING NEW METER READER TO WATER PROJECT. Since the water project came in under budget, it was reported that adding the cost of a new meter reader (\$3,291.80) to it would not be an issue. The current reader is outdated and has not been budgeted for replacement. After discussion, it was moved by Trustee Doremus, with a second from Trustee Reutzel to add this to the Water Project. Ayes: Roe, Keslar, Doremus and Reutzel. Absent: Oberg. Motion Carried.

5. NUISANCE COMPLAINTS REGARDING 163 C STREET. After discussion, it was moved by Trustee Doremus to revisit this issue in April. This received a second from Trustee Reutzel with the vote as follows: Ayes: Roe, Keslar, Doremus and Reutzel. Absent: Oberg. Motion Carried.

6. DISPOSAL OF OLD AMBULANCE AND RESCUE TRUCK. Fire Chief Wiehn was asking what the procedure was of disposing of these vehicles. It was explained that once we were done with everything on them, we would declare them as surplus and could then decide if we wanted to take bids or just sell out right.

7. PURCHASE OF NEW QUICK ATTACK RESCUE TRUCK. Trustee Doremus indicated that after visiting with a member of the Rural Fire Department, their plans did not include a new rescue truck. After further discussion Chairman Roe indicated it was time to consider Resolution No. 21-01-14A:

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 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 one Heiman Quick Attack Apparatus Body, to be mounted on a 2020 Ford F-550 Crew Cab with an 84-inch cab to axle and diesel engine from Heiman Fire Equipment with the cost to the Village of Shelton not to exceed \$164,482.00.

SECTION 2. That the Chairman and Village Clerk are hereby authorized and directed to acquire the aforementioned item 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 Reutzel to approve and adopt Resolution No. 21-01-14A as presented. Ayes: Roe, Doremus, Reutzel and Keslar. Nays: None. Absent: Oberg. Motion Carried.

8. ISSUANCE OF PUBLIC SAFETY TAX ANTICIPATION BONDS SERIES 2020 NOT TO EXCEED \$310,000 FOR THE PURPOSE OF ACQUIRING PUBLIC SAFETY EQUIPMENT (AMBULANCE & RESCUE TRUCK). A discussion between trustees and Shelton Volunteer Fire Department Fire Chief Jason Wiehn, clarified the confusion on the amount of funding that the department would contribute to the purchase of a Heiman Quick Attack Rescue

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truck. Village clerk Bonnie Doremus explained that she had receive figures early in the purchasing process that had changed, causing the confusion. The original combined costs for the Ambulance and rescue truck, including radio set ups and two Life Paks was estimated at \$414,388. She had understood that Fire department was contributing \$36,526 and the Village \$132,518 with the remaining moneys coming from the Bonds. Trustee Cliff Keslar stated he remembered the Fire Department would contribute \$9,386 for the Ambulance but did not recall them contributing any amount for the rescue truck. After clarification, the \$27,140 was added to the bond amount. The total for the cost of Ambulance (\$188,286 - without the life paks) and the Rescue Truck (\$166,102) was \$354,388. After discussion, it was moved by Trustee Doremus, with a second from Trustee Reutzel to move forward to lock in the interest rates and issue bonds in the amount to net the Village approximately \$272,500 to aid in the purchase of these vehicles. Ayes: Roe, Doremus, Reutzel and Keslar. Nays: None. Absent: Oberg. Motion Carried.

9. BOARD AND COMMISSION VACANCIES. As of the time of the meeting, nothing had been received in the office indicating any interest in filling any of the vacancies.

10. POLICE TRAINING CONTRACT WITH EVAN SCHMIDT. Police Chief Clark reported to the board that he and administrative Clerk Doremus had met that morning with Sheriff Miller. He proposed that the Sheriff Department buy out Mr. Schmidt's contract for \$3,600. After discussion, Chief Clark requested that we use this money to buy the new radios needed for the new communication system. After further discussion, it was moved by Trustee Keslar to accept Sheriff Miller's offer to buy out Mr. Schmidt's contract for \$3,600 and use that money to purchase new radios for the police department. This received a second from Trustee Doremus with the vote as follows: Ayes: Roe, Doremus, Reutzel and Keslar. Nays: None. Absent: Oberg. Motion Carried.

11. CEMETERY MAPPING. A proposal from Miller & Associates was presented. After discussion, it was determined that they were proposing more that what we were needing. The Board directed Assistant Clerk/Treasurer Smith and Utility Superintendent Sell to get with Miller & Associated to give them a better idea as to what they were needing for the mapping process.

12. HIRING OF NEW LIBRARIAN. The Library Board reported that they were offering the Librarian position to Tony Crouse at a wage of \$11.00/hour for a 30-hour week. Chairman Roe declared that the board accepted the notification of the hire.

13. REVIEW WAGES/RAISES FOR FULL TIME STAFF. After discussion as to how to give raises (\$.50 versus 3%), it was moved by Trustee Keslar, with a second form Trustee Doremus to give everyone a \$.50 raise with the exception of Police Officer Peterson who will receive a \$1.00 due to completing his 6-month introductory period and graduating from the academy. Ayes: Roe, Doremus, Reutzel and Keslar. Nays: None. Absent: Oberg. Motion Carried.

14. ORDINANCE TO SET SALARIES/WAGES. Whereupon, it was moved by Trustee Reutzel, 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. 839 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 Clerk to call the roll and the following was recorded as the vote on this motion: AYES: Roe, Doremus, Keslar and Reutzel. NAYS: None. ABSENT: Oberg. Whereupon the chairman declared the Motion Carried.

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Further, a motion was made by Trustee Reutzel, seconded by Trustee Doremus that the statutory rules in regard to the passage and adoption of Ordinances be suspended, so that said Ordinance No. 839 might be introduced, read by title, and approved and passed at the same meeting. Trustee Reutzel called for the question. The Chairman put the question to the vote and instructed the Clerk to call roll and the following was the vote on this motion: AYES: Roe, Doremus, Keslar and Reutzel. NAYS: None. ABSENT: Oberg. Whereupon the Chairman declared the Motion Carried.

Following the reading of Ordinance No. 839 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 Reutzel called for the question as to the approval and passage of Ordinance No. 839 and the following vote was recorded: AYES: Roe, Doremus, Keslar and Reutzel. NAYS: None. ABSENT: Oberg. Whereupon the Chairman declared that four members of the Board having voted in the affirmative for the passage and approval of Ordinance No. 839 and declared said Ordinance duly passed and adopted as an Ordinance of the Village of Shelton, Nebraska.

Whereupon, it was moved by Trustee Reutzel, seconded by Trustee Doremus that said Ordinance No. 839 be published in pamphlet form. AYES: Roe, Doremus, Keslar and Reutzel. NAYS: None. ABSENT: Oberg. Motion Carried.

15. SURPLUS TABLES/CHAIRS. Administrative Clerk Doremus informed the Board that she was able to purchase the balance of the tables needed in the community room and we now needed to dispose of the old tables and stackable chairs. After discussion, Chairman Roe indicated it was time to consider Resolution No. 21-01-14B.

RESOLUTION NO. 21-01-14B:

WHEREAS, the Village of Shelton is the owner of certain personal property previously used in the community room and described as seven 8 ft tables and eight stackable chairs: and **WHEREAS**, said personal property is no longer useful for the purpose for which it was intended; and

WHEREAS, it is the best interests of the Village of Shelton that such personal property be sold.

NOW THEREFORE, BE IT RESOLVED by the Chairman and Board of Trustees of the Village of Shelton, Buffalo County, Nebraska, as follows:

1. The surplus property described as seven (7) 8 ft tables and eight (8) stackable chairs shall be sold in an "as is condition" without warranty, expressed or implied by private sale, by set price or negotiated offer through the Village Clerk.
2. The Village Clerk is hereby directed to post Notice of Sale in three prominent places within the Community.

It was then moved by Trustee Doremus to approve Resolution No. 21-01-14B as presented. This received a second from Trustee Keslar with the vote as follows: AYES: Roe, Doremus, Keslar and Reutzel. NAYS: None. ABSENT: Oberg. Motion Carried.

16., 17., AND 18. APPROVE PAYMENT TO CDS INSPECTIONS FOR HOUSING MANAGEMENT SERVICES RELATED TO #SHEL-HR-02 APPLICATION/PROJECT; APPROVE PAYMENT TO PM RENOVATIONS FOR HOUSING REHAB WORK RELATED TO #SHEL-HR-02 APPLICATION AND APPROVAL OF REQUEST FOR NAHTF FUNDS DRAWDOWN #6. After consideration of the documents presented, it was moved by Trustee Keslar, with a second from Trustee Doremus to approve the payments to CDS Inspections and PM Renovations and the request for NAHTF Funds drawdown #6. AYES: Roe, Doremus, Keslar and Reutzel. NAYS: None. ABSENT: Oberg. Motion Carried.

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

20. ADJOURNMENT. All agenda items having been considered, Trustee Roe with a second from Trustee Doremus moved to adjourn the meeting. AYES: Roe, Doremus, Keslar and Reutzel. NAYS: None. ABSENT: Oberg. Whereupon, the Chairman declared the motion carried and the meeting duly adjourned at 8:50 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 January 14, 2021 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 published in the Shelton Clipper on January 7, 2021 and posted by Assistant Clerk/Treasurer Lisa Smith on January 7, 2021 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 18th day of January, 2021.

BONNIE DOREMUS, MMC
VILLAGE CLERK