

# MINUTE RECORD

REGULAR BOARD MEETING  
VILLAGE BOARD OF TRUSTEES  
JUNE 12, 2025 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 at 7:00 o'clock P.M. on June 12, 2025.

Notice of this meeting was given in advance thereof by posting at 11:25 am on June 4, 2025 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.

**1. CALL MEETING TO ORDER AND ROLL CALL** Chairman Roe 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, Rabbe and Oberg. Absent: Jensen and Keslar.

It was then moved by Trustee Oberg, with a second from Trustee Rabbe to adjourn the Board of Trustees meeting in order to hold a Board of Adjustment meeting. Ayes: Roe, Rabbe and Oberg. Nays: None. Absent: Jensen and Keslar. Motion Carried.

**2. BOARD OF ADJUSTMENT MEETING:** Chairman Roe 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. He then directed the Village Clerk to call roll which reflected the following: Present: Roe, Rabbe and Oberg. Absent: Jensen and Keslar.

**2A. ADJOURN BOARD OF ADJUSTMENT MEETING TO HOLD A PUBLIC HEARING.** It was then moved by Trustee Rabbe, with a second from Trustee Oberg to adjourn the Board of Adjustment meeting in order to hold a Public Hearing on the application for a Variance from the set backs. Ayes: Roe, Rabbe and Oberg. Nays: None. Absent: Jensen and Keslar. Motion Carried.

**PUBLIC HEARING RE: APPLICATION FROM DAVID ANDREWS FOR A VARIANCE FROM THE ZONING SET BACKS TO CONSTRUCT A PRIVACY FENCE.** Chairman Roe opened the Public Hearing at 7:03 PM, explaining that the purpose was to hear any concerns for or against the Variance. The Applicants were present and answered all the questions and concerns from the board and public. Village Attorney's opinion was that a Variance was necessary since due to the corner lot and that at the time the house was built his now front yard was originally a side yard it would fit the criteria for a variance.

**2B. & 2C. CLOSE PUBLIC HEARING AND CALL BOARD OF ADJUSTMENT BACK TO ORDER.** Having heard all public comments Chairman Roe closed the public Hearing at 7:16 PM and called the Board of adjustment's meeting back to order with a roll call reflecting the following: Present: Roe, Rabbe and Oberg. Absent: Jensen and Keslar. Motion Carried.

**2D. REQUEST FROM DAVID ANDREWS FOR A VARIANCE FROM ZONING SET BACKS TO CONSTRUCT A PRIVACY FENCE.** Taking into consideration the Village Attorney's opinion, Chairman Roe indicated it was time to consider Resolution No. BA-50.

RESOLUTION NO. BA-50:

WHEREAS, an application has been received from DAVID ANDREWS for a variance from the set back requirement for a privacy fence to be placed on land described as Lot 5 & 6, Block 5, 1<sup>st</sup> Addition of Shelton, Buffalo County, Nebraska, or more commonly known as 204 B Street, Shelton, Nebraska.

# MINUTE RECORD

JUNE 12, 2025  
- PAGE 2 -

WHEREAS, the necessary application fee for such application has been submitted, and the required advertising of notice and posting of the property was done in accordance with the applicable law and regulations; and

WHEREAS, after public hearing held by this Board of Adjustment of Shelton, Nebraska, this board hereby finds and determines that:

1. The strict application of the zoning regulations would produce undue hardship in this instance;
2. Such hardship is not shared generally by other property in the same zoning district and the same vicinity;
3. The authorization of a variance will not be of substantial detriment to adjacent property and the character of the district will not be changed by the granting of a variance;
4. The granting of a variance is based upon reason of demonstrable and exceptional hardship as distinguished from variations for purposes of convenience, profit or caprice; and
5. The condition or situation of the property concerned or intended use of the property is not of so general or recurring a nature as to make reasonable practicable the formulation of a general regulation to be adopted as an amendment to the zoning regulations.

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

Section 1. That this Board of Adjustment does hereby authorize and grant a variance To DAVID ANDREWS from the set back requirement for a privacy fence be placed on land described as Lot 5 & 6, Block 5, 1<sup>st</sup> Addition, Shelton, Buffalo County, Nebraska, or more commonly known as 204 B Street, Shelton, Nebraska.

Section 2. That this variance is conditional upon the applicant complying with all other zoning regulations and building codes of the Village of Shelton, Nebraska, as well as the State, County and Federal building codes in the construction of such building.

It was then moved by Oberg with a second by Rabbe to approve and adopt Resolution No. BA-50 as read one time aloud. Ayes: Roe, Rabbe and Oberg. Nays: None. Absent: Jensen and Keslar. Motion Carried.

**2E. ADJOURN BOARD OF ADJUSTMENT MEETING AND RECONVENE AS BOARD OF TRUSTEE.** It was moved by Oberg, with a second from Rabbe to adjourn the Board of Adjustment's meeting. Ayes: Ayes: Roe, Rabbe and Oberg. Nays: None. Absent: Jensen and Keslar. Motion Carried.

Chairman Roe called the Board of Trustees' meeting back to order at 7:19 pm, which time he directed the Village Clerk to call roll which reflected the following: Present: Trustee Roe, Rabbe and Oberg. Absent: Jensen and Keslar.

**3. CONSENT AGENDA.** It was then moved by Trustee Oberg to waive the reading and approve minutes of the regular meeting of May 8, 2025 but to delay the acceptance of the Financial and Audit Reports due to e-mail failure and not receiving them prior to the meeting. This received a second from Trustee Rabbe with the vote as follows: Ayes: Roe, Rabbe and Oberg. Nays: None. Absent: Jensen and Keslar. Motion Carried.

**4. REPORTS:** Written and verbal reports were received from the Attorney, Administrative Clerk, Police Chief, Utility Superintendent and Library.

# MINUTE RECORD

JUNE 12, 2025

- PAGE 3 -

**5. COMPENSATION AGREEMENT WITH FIRE DEPARTMENT.** After discussion and review of the revised agreement, Chairman Roe indicated it was time to consider Resolution No. 25-06-12.

**RESOLUTION NO. 25-06-12:**

**WHEREAS** the Shelton Fire Department wishes to start billing for equipment and personnel utilized when called out for fire and rescue; and

**WHEREAS** the Shelton Fire Department is a separate entity from the Village of Shelton's Volunteer Fire & Rescue (SVFR) but wishes to use Village's assets for financial gain; and

**WHEREAS** the Village wishes to enter into an agreement with the Shelton Fire Department to allow the Shelton Fire Department to use Village assets for their financial gain in exchange of a percent of the amount received from the assets;

**NOW THEREFORE BE IT RESOLVED:**

1. That the agreement between the Shelton Fire Department and the Village of Shelton for a percentage of amount received for use of Village Assets, in the form presented to this Governing Body, and the same hereby is approved and accepted.
2. That the Chairman of the Governing Body and Village Clerk be and hereby are authorized and directed to execute said agreement on behalf of and in the name of the Village of Shelton, Nebraska and that an executed copy of the same be affixed to this resolution and by reference made a part of these official proceedings.

It was then moved by Trustee Oberg, with a second from Rabbe to approve and adopt Resolution No. 25-06-12 as presented. Ayes: Roe, Rabbe and Oberg. Nays: None. Absent: Jensen and Keslar. Motion Carried.

**6. NEW POOL DESIGN & ADMINISTRATION OF CCCFF GRANT.** Village Clerk Doremus reported that the Pool Committee had met with Miller & Associates to go over some of the design of the new pool and bath house. After discussion, it was indicated by Chairman Roe it was time to consider Resolution No. 25-06-12A.

**RESOLUTION NO. 25-06-12A:**

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

1. The Agreement for Professional Services for the PROJECT generally described as "CCCFF GRANT ADMINISTRATION" between the Village of Shelton, Nebraska, and Miller & Associates, Consulting Engineers, PC, in the form presented to this Governing Body 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 Amendment, 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.

It was then moved by Trustee Oberg, with a second from Rabbe to approve and adopt Resolution No. 25-06-12A as presented. Ayes: Roe, Rabbe and Oberg. Nays: None. Absent: Jensen and Keslar. Motion Carried.

# MINUTE RECORD

JUNE 12, 2025  
- PAGE 4 -

**7. VALVE REPAIR ON POOL.** Utility Superintendent Gillming presented to the board an invoice from Industrial Processing Technology of Mitchel, SD for \$5,230. The original estimate was \$3,500 but more parts were needed than expected, the actual work to repair the valve was more. The work has been done and the pool is open so it was a necessary repair. After discussion, it was moved by Trustee Oberg to approve payment of this invoice for the full amount of \$5,230.00. This received a second from Trustee Rabbee with the vote as follows: Ayes: Roe, Rabbe and Oberg. Nays: None. Absent: Jensen and Keslar. Motion Carried.

**8. HIRING OF SUMMER HELP.** Since it required four Trustees to vote in the affirmative to have the statutory rules in regard to the passage and adoption of Ordinances be suspended so an Ordinance might be introduced, read by title, and approved and passed at the same meeting, it was decided to take no action on the Ordinance but that the employees could work and the ordinance would be considered at the July meeting.

**9. POST OFFICE STREET REPAIRS.** Utility Superintendent Gillming reported that he had Ramos Construction look at the problem (the street giving away) and they felt there was enough elevation to allow for a grate to be placed in the area and a culvert to drain the water to the north side of Railroad Street. He did not have any estimate of the costs yet at this time.

**10. PURCHASE OF NEW WATER METERS.** After discussion, Chairman Roe indicated it was time to consider Resolution No. 25-06-12B.

RESOLUTION NO. 25-06-12B:

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 400 NEPTUNE WATER METERS from Municipal Supply of Hastings for a cost not to exceed \$186,678.

SECTION 2. That the Chairman, Utility Superintendent and Clerk be and hereby are authorized, and directed to acquire the aforementioned materials 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 Oberg, with a second from Rabbe to approve and adopt Resolution No. 25-06-12B as presented. Ayes: Roe, Rabbe and Oberg. Nays: None. Absent: Jensen and Keslar. Motion Carried.

**11. AMENDMENT TO PHELPS DRIVE WATER REPAIRS.** Utility Superintendent Gillming reported that due to some unexpected findings (needing to run new water lines to the properties), there would be additional costs to the project. At this time, he did not have those figures.

# MINUTE RECORD

JUNE 12, 2025  
- PAGE 5 -

**12. INCOME SURVEY.** Trustee Rabbe reported that he and Village Clerk Doremus met with Sharon Hueftle with South Central Economic Development District to go over options to get more surveys returned. After discussion, due to the political climate, Trustee Rabbe's recommendation to the Board and motion was to discontinue the surveys and to try again at a later date. This was seconded by Trustee Oberg, with the vote as follows: Ayes: Roe, Rabbe and Oberg. Nays: None. Absent: Jensen and Keslar. Motion Carried.

**13. GARBAGE SERVICE CONTRACT/BIDS.** After discussion, it was decided to delay any action at this time and see if our Spring and Fall Cleanups could be bid out.

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

**15. ADJOURNMENT.** All agenda items having been considered, Trustee Oberg, with a second from Trustee Rabbe, moved to adjourn the meeting. Ayes: Roe, Oberg and Rabbe. Nays: None. Absent: Jensen and Keslar. Motion Carried. Whereupon, the Chairman declared the motion carried and the meeting duly adjourned at 7:40 P.M.

RESPECTFULLY SUBMITTED

---

BONNIE DOREMUS, MMC  
VILLAGE CLERK

APPROVED:

---

WILLIAM C. ROE  
CHAIRMAN

# MINUTE RECORD

JUNE 12, 2025  
- PAGE 6 -

## 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 June 12, 2025 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 Smith on June 4, 2025 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 13<sup>th</sup> day of June, 2025.

---

BONNIE DOREMUS, MMC  
VILLAGE CLERK