

MINUTE RECORD

REGULAR BOARD MEETING
VILLAGE BOARD OF TRUSTEES
MARCH 8, 2018 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 March 8, 2018. In the absence of Chairman Roe, Vice Chairman Doremus 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: Holley, Oberg, Doremus and Keslar. Absent: Roe.

Notice of this meeting was given in advance thereof by publication in the Shelton Clipper on March 1, 2018 and by posting at 10:30 am on March 7, 2018 in four (4) public places in the Village of Shelton, Nebraska, as follows: Larry's Market, Shelton Clipper, 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. It was moved by Trustee Holley and seconded by Trustee Oberg to approve the consent agenda which was comprised of: A) Waive reading and approve of Minutes of the Regular Meeting of February 13, 2018, B) Accept Financial Statement, C) Set Spring Clean Up day for April 21. Roll call by clerk resulted as follows: AYES: Holley, Oberg, Doremus and Keslar. NAYS: None. ABSENT: Roe. Motion Carried.

3. DISCUSSION AND POSSIBLE ACTION CONCERNING ITEMS REMOVED FROM THE CONSENT AGENDA. None to discuss.

4. ATTORNEY/DEPARTMENT HEAD REPORTS. Written and verbal reports were given by the Attorney Jim Truell and the individual department heads. Direction was given to the Clerk to keep the electricity on at the Professional Building until sold and to notify GIS Workshop that at this time we were not planning to proceed with the GPS mapping due to funding.

CHAIRMAN ROE ARRIVED AT 7:10 PM

6. LIONS CLUB COMMUNICATIONS. Kim Powers represented the Lions Club and addressed the Board regarding the basketball project at the park. She had met with NPPD to discuss the lighting in the area. Currently there are two 100-watt HPS area lights (one per pole). The proposal is to replace each one with two 132-watt LED directional lights which would increase the lighting coverage. The increase cost to the Village would be \$38.60 monthly. After discussion, it was moved by Trustee Doremus, with a second from Trustee Keslar to approve this proposal for new lighting at the Park Basketball courts. AYES: Roe, Holley, Oberg, Doremus and Keslar. NAYS: None. ABSENT: None. Motion Carried.

MINUTE RECORD

MARCH 6, 2018
- PAGE 2 -

7. PLANNING COMMISSION COMMUNICATIONS. Trevor Reeder reported that the Commission had met February 15, 2018 and held the public hearing regarding the Conditional Use Application for the Viaero tower.

8. CONDITIONAL USE PERMIT APPLICATION FROM VIAERO WIRELESS FOR A TELECOMMUNICATION TOWER SITE. Chris Riha was present representing Viaero Wireless to answer any of the Trustees questions they might have. The board had also received a letter from the Planning Commission recommending denial of the Conditional Use permit as presented due to the fact the proposed site would permanently prevent E Street from being extended to the south if development occurs in the future. This would hinder or prevent future development of utilities and E Street. After much discussion, it was moved by Trustee Doremus, with a second from Trustee Keslar to deny the Conditional Use Permit application as presented. AYES: Roe, Holley, Oberg, Doremus and Keslar. NAYS: None. ABSENT: None. Motion Carried. They then encouraged Viaero Wireless to apply for a Variance from the one-acre requirement which would allow for the E Street extension south if needed.

5. FIRE DEPARTMENT COMMUNICATIONS. Fire Chief Jason Wiehn updated the board on the progress of the EMR classes and informed them of a planned landing of the Life Team helicopter at our baseball field Saturday around 11:00 am. This would facilitate part of the EMR training as well as give the public a chance to ask questions and view the helicopter.

9. SHELTON ECONOMIC AND COMMUNITY DEVELOPMENT BOARD. Paul Filsinger and Dwight Walton who are Co-Chairing this board explained that they are in the early stages of formation and were in the process of formulating their Articles of Incorporation and applying for their nonprofit tax status.

10. SALE OF LOTS 6 & 7, BLK 5, CAMPBELLS 1ST ADDITION/LETTER OF INTENT. Levi Adams from South Central Economic Development District (SCEDD) addressed the board regarding a housing grant which would essentially pay for the construction of a home to be resold to boost housing construction in the community. As part of the application process they would need a letter of intent to sell "shovel ready" lots to them for the project. After some discussion, it was moved by Trustee Keslar to give the South Central Economic Development District a letter of intent to sell these lots to them. This received a second from Trustee Doremus with the vote as follows: AYES: Roe, Holley, Oberg, Doremus and Keslar. NAYS: None. ABSENT: None. Motion Carried.

11. SALE OF OTHER VILLAGE OWNED LOTS. Nothing here to discuss.

12. INCREASE IN COST OF COMMERCIAL PERMIT AT GRASS DISPOSAL SITE FOR 2018. Village Clerk Doremus explained that after visiting with the Utility Superintendent and other staff she did not think it was their intent to raise the price for the use of the grass/tree dump but to monitor and work with the people who are trying to abuse the current policy. With that being explained no raise in the price of the permit was proposed. The policy of the size of branches to be accepted at the site would be taken up at the April meeting.

MINUTE RECORD

MARCH 6, 2018

- PAGE 3 -

13. POLICE TRAINING CONTRACT. After discussion, Chairman Roe indicated it was time to consider Resolution No. 18-03-08.

RESOLUTION NO. 18-03-08:

WHEREAS, the Village of Shelton, Nebraska wishes to hire and train Evan Schmidt as a Police Officer; and

WHEREAS, the Village of Shelton, Nebraska will be investing time and money training Evan Schmidt for the position of Police Officer without receiving the services of a fully trained officer; and

WHEREAS, the Board of Trustees of the Village of Shelton has said Training Contract before it and has given it careful review and consideration; and

WHEREAS, it is considered that the best interests of said Village of Shelton will be served by the acceptance of said contract.

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

SECTION 1. That the "Training Contract", as aforesaid and the same hereby is, accepted in behalf of said Village;

SECTION 2. That the Chief of Police and the Chairman of the Board of Trustees of the Village of Shelton is hereby authorized, empowered, and directed to execute said "Training Contract" with Evan Schmidt, on behalf of and in the name of the Village of Shelton, Nebraska.

It was then moved by Trustee Doremus with a second from Trustee Oberg to approve and adopt Resolution No. 18-03-08 as presented. AYES: Roe, Holley, Oberg, Doremus and Keslar. NAYS: None. ABSENT: None. Motion Carried.

14. EMPLOYEE DRUG TESTING POLICY. Chairman Roe reported that he and Police Chief Clark have been working on this policy and would be getting a rough draft out to the other members to get their input in the near future.

15. PLACING CITY SALES TAX ISSUE ON BALLOT IN NOVEMBER 2018. Village Clerk Doremus reported that the deadline for this to be in the County Election Commissioner's office was September 4, 2018. All though there is time, the discussion should begin now so by the August meeting the wording could be finalized for the ballot. For purpose of Economic Development and general tax relief were discussed. It was directed to place this on the April meeting agenda again.

16. ORDINANCE TO SET WAGE FOR CLERK/TREASURER AND ASSISTANT CLERK/TREASURER. (Ordinance #812) The Clerk/Treasurer wage was set by motion last month at her hire and after some discussion it was moved by Trustee Keslar to accept Village Clerk Doremus' recommendation to increase the Assistance Clerk/Treasurer to \$15.50/hr. This received a second from Trustee Doremus with the vote as follows: AYES: Roe, Holley, Oberg, Doremus and Keslar. NAYS: None. ABSENT: None. Motion Carried.

MINUTE RECORD

MARCH 6, 2018
- PAGE 4 -

17. ORDINANCE TO INCREASE DELIQUENT UTILITY FEE/ESTABLISH FEE FOR TESTING FOR EXCESSIVE WATER USAGE. (Ordinance #813) After some discussion relating to the fee for testing for the excessive water usage Chairman Roe declared it was now time to consider Ordinance No. 812 and No. 813.

Whereupon, it was moved by Trustee Oberg, seconded by Trustee Keslar 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 Ordinances No. 812 and No. 813 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, Holley, Oberg, Doremus and Keslar. NAYS: None. ABSENT: None. Motion Carried.

Further, a motion was made by Trustee Oberg seconded by Trustee Holley that the statutory rules in regard to the passage and adoption of Ordinances be suspended, so that said Ordinances No. 812 and No. 813 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 Clerk to call roll and the following was the vote on this motion: AYES: Roe, Holley, Oberg, Doremus and Keslar. NAYS: None. ABSENT: None. Motion Carried.

Following the reading of Ordinances No. 812 and No. 813 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 Ordinances No. 812 and No. 813 and the following vote was recorded for Ordinance No. 812 and 813: AYES: Roe, Holley, Oberg, Doremus and Keslar. NAYS: None. ABSENT: None. Motion Carried. Whereupon, the Chairman declared that five members of the Board having voted in the affirmative for the passage and approval of Ordinances No. 812 and No. 813 and said Ordinances duly passed and adopted as Ordinances of the Village of Shelton, Nebraska.

Whereupon, it was moved by Trustee Oberg, seconded by Trustee Doremus that said Ordinances No. 812 and No. 813 be published in pamphlet form. AYES: Roe, Holley, Oberg, Doremus and Keslar. NAYS: None. ABSENT: None. Motion Carried.

18. OPTIONS FOR ONLINE PAYMENT OF UTILITY BILLS. Village Clerk Doremus explained that there were three companies they had found that interface with our computer software and they seem to be offering the same service at no cost to the Village. (any fees would be charged to the customer). The cost to the Village would be a module from Data Tech for \$700 plus an annual license fee of \$70 and an annual product support fee of \$70. After discussion, it was moved by Trustee Doremus to authorize the purchase of the Data Tech module and allow the office staff to choose which company to go with to set up the on-line payment. This received a second from Trustee Oberg with the vote as follows: AYES: Roe, Holley, Oberg, Doremus and Keslar. NAYS: None. ABSENT: None. Motion Carried.

MINUTE RECORD

MARCH 6, 2018

- PAGE 5 -

19. CLAIMS. It was moved by Trustee Holley with a second from Trustee Keslar to approve claims as presented. AYES: Roe, Holley, Oberg, Doremus, and Keslar. NAYS: None. ABSENT: None. Motion Carried.

After a short discussion it was decided to have a special meeting in April to discuss the budget, a date to be decided later.

20. ADJOURNMENT. All agenda items having been considered, Trustee Oberg with a second from Trustee Doremus moved to adjourn the meeting. AYES: Roe, Holley, Oberg, Doremus, and Keslar. NAYS: None. ABSENT: None. Motion Carried. Whereupon, the Chairman declared the motion carried and the meeting duly adjourned at 8:37 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 March 8, 2018 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 10:30 A.M. on March 7, 2018 in four public places in the Village of Shelton, as follows: Village Office, Shelton Clipper, Cornerstone Bank, and Larry's Market.

Dated this 12th day of March, 2018.



BONNIE DOREMUS, MMC
VILLAGE CLERK

MINUTE RECORD

MARCH 6, 2018

- PAGE 6 -

CLAIMS:

BLACK HILLS ENERGY	JAN/FEB SERVICE	886.86
BUILDERS - KEARNEY	R/M CEM	15.21
BUSINESS WORLD PRODUCTS	OFFICE SUPPLIES	114.71
CHARTER COMMUNICATIONS	FEB/MAR SERVICE	154.99
CINDY BRANDT	EDUCATION-CPR	55.00
CLIPPER PUBLISHING, INC	PRINT/PUBLISH-GEN	244.18
CNA SURETY DIRECT BILL	BOND-CLERK/TREAS	99.73
CONSOLIDATED MANAGEMENT CO	ED-POL/TRAINING	266.97
CONSTRUCTION RENTAL INC	R/M EQUIP-WEED EATER	12.75
CUIFING EDGE CLEANING	CLEANING-COMM ROOM	105.00
DEARBORN NATIONAL LIFE	INS/FIREMEN-MAR 2018	55.04
EFTPS	FED/FICA TAX	4,637.65
FYR-TEK INC	R/M EQUIP	176.15
HEARTLAND DISPOSAL	GARBAGE COLLECTION	3,434.04
JB SALES	EQUIP PURCHASE	51.00
JOHN DEERE FINANCIAL	R/M EQUIP-STR	42.67
K & K CONVENIENCE STORE	FEB FUEL	529.38
LARRY'S MARKET	SUPPLIES	60.49
MENARDS KEARNEY	SUPPLIES-RIM PK/BB	56.43
MY-LOR, INC	EQUIP PURCHASE	98.32
NE CENTRAL TELEPHONE CO	MAR SERVICE	497.74
NEB MUNICIPAL CLERK'S ASSOC	MEMBERSHIP DUES/BD	35.00
NEBRASKA DEPT OF REVENUE	SALES TAX	3,905.45
OHMS DIVISION OF PUBLIC HEALTH	POOL PERMIT RENEWAL	40.00
NE PUBLIC HEALTH ENVIRO LAB	WATER TESTS	48.00
NE DEPT OF REV-STATE TAX	W/HOLD STATE TAX	1,104.21
NEBRASKA CEMETERY ASSOCIATION	MEMBERSHIP DUES	20.00
NE MOSQUITO/VECTOR CNTL ASSOC	WORKSHOP/D SELL	60.00
NEBRASKA PUBLIC POWER DIST	JAN/FEB SERVICE	6,004.57
PETTY CASH	POSTAGE	170.44
POLICE PETTY CASH	OP SUP-NORTON	126.04
PRESTO X	PEST CONTROL	35.00
SECURITY BENEFIT LIFE	457	523.68
SUNBELT RENTALS, INC	SUPPLIES-SAFETY EQUIP	529.40
TRUELL, MURRY & ASSOC	ATTORNEY SERVICES	390.00
US BANK	ED/CLERK-UNO	1,500.72
VERIZON	FEB/MAR SERVICE	395.13
WILLIS REPAIR	R/M EQUIP-STR	<u>324.57</u>
	TOTAL	26,906.52

TOTAL ACCOUNTS PAYABLE 26,906.52
 PAYROLL CHECKS 26,465.90