

MINUTE RECORD

REGULAR BOARD MEETING
VILLAGE BOARD OF TRUSTEES
MARCH 21, 2019 7:00 PM

The rescheduled 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 21, 2019. Chairman Roe 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: Roe, Cline, Oberg, and Keslar. Absent: Doremus

Notice of this meeting was given in advance thereof by posting at 11:15 am on March 19, 2019 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 FEBRUARY 14, 2019**
 - B. ACCEPT FINANCIAL STATEMENT AS PRESENTED**

It was moved by Trustee Keslar with a second from Trustee Oberg to approve the consent agenda as presented. Chairman Roe called for the vote and it was recorded as follows: Ayes: Roe, Cline, Oberg and Keslar. Nays: None. Absent: Doremus. Motion Carried.

TRUSTEE DOREMUS ARRIVED AT 7:04 PM

3. REPORTS.

A. ATTORNEY/DEPARTMENT HEADS. Chairman Roe wanted to complement the Police and Utility Department, as well as the Fire Department on their performance with regards to the recent flooding issues. The Board wanted them to know how appreciative they were during the crisis to have things run well. Attorney Jim Truell and Utility Superintendent Sell, and Administrative Clerk Doremus then proceeded to give verbal as well as written reports on the activities in their departments during the past month.

B. FIRE DEPARTMENT COMMUNICATIONS. Fire Chief Wiehn reported on the activities, both past and future that were happening in his department. He gave a more in-depth report on the flooding and rescues from last week.

4. HIRING POOL MANAGER/ORDINANCE TO SET WAGE. It was reported that several applications had been received but it was the recommendation of Trustee Oberg (who serves on the Park/Pool Committee) to hire Brenda Moeller. After discussion it was moved by Trustee Oberg, with a second from Trustee Keslar to hire Brenda Moeller as the Pool Manager for the 2019 Season. Ayes: Roe, Cline, Oberg, Doremus and Keslar. Nays: None. Absent: None. Motion Carried.

Chairman Roe indicated it was now time to consider Ordinance No. 825 – An ordinance to set a wage for the Pool Manager. Whereupon, it was moved by Trustee Oberg, seconded

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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. 825 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, Cline, Doremus, Oberg and Keslar. 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. 825 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, Cline, Doremus, Oberg and Keslar. NAYS: None. ABSENT: None.

Whereupon, the Chairman declared the Motion Carried.

Following the reading of Ordinance No. 825 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. 825 and the following vote was recorded: AYES: Roe, Cline, Doremus, Oberg and Keslar. 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. 825 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. 825 be published in pamphlet form. AYES: Roe, Cline, Doremus, Oberg and Keslar. NAYS: None. ABSENT: None. Motion Carried.

Ms. Moeller than addressed the board and engaged a discussion with regards how the board wished her to proceed with the advertising of the other pool positions and what wage would be offered. It was agreed that the school personnel and flyers around town would be the best way to get the word out. Also due to competition in neighboring towns for pool personnel a beginning wage of \$10.00 per hour would be offered.

7. SUMMER PARK/CEMETERY HELP. Utility Superintendent also was wondering how the board wanted to advertise for the summer help he would be needing for the park and cemetery. It was agreed that he could "piggy back" on the flyer the Pool was going to use.

5. WATER PROJECTS AND FUNDING PROPOSAL. Reed Miller with Miller and Associates was present to explain the process of the projects and any questions they might have with regards to the Engineering Contract which they had been presented with for approval. After all the Board's questions had been answered, Chairman Roe indicated it was now time to consider Resolution No. 19-03-21.

RESOLUTION NO. 19-03-21:

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

1. That the Agreement for a Project generally described as

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Water System Improvements, 2019 between the Village of Shelton, Nebraska and Miller and Associates, Consulting Engineers, P.C. 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 Agreement, 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 Doremus, with a second from Trustee Keslar to approve and adopt Resolution No. 19-03-21 as presented. AYES: Roe, Cline, Doremus, Oberg and Keslar. NAYS: None. ABSENT: None. Whereupon, the Chairman declared the Motion Carried.

6. WATER RATE STUDY. It was reported that all that was needed now was to line up a time with Randy from the Nebraska Rural Water Association to have him evaluate the data which has been accumulated. This should be done by the April meeting.

8. 2nd READING OF ANNEXATION ORDINANCE. Chairman Roe read Ordinance No. 824 fir its second reading by title. "An ordinance annexing certain territory and incorporating the same within the corporate limits of the Village of Shelton, Buffalo County, Nebraska". Trustee Oberg then declared that Ordinance No. 824 had been read by title and moved to approve the ordinance upon its second reading. This received a second from Trustee Keslar. The chairman asked of any discussion and proceeded to direct a roll call on the vote. AYES: Roe, Cline, Doremus, Oberg and Keslar. NAYS: None. ABSENT: None. Whereupon, the Chairman declared the Motion Carried.

9. & 10. PURCHASE OF NEW MOWERS. After discussion relating to the types of mowers and that one was for use in town and one for the cemetery, Chairman Roe indicated it was time to consider Resolutions 19-03-21A and 19-0321B:

RESOLUTION NO. 19-03-21A:

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 Toro Z Master 5000, 60" Rear Discharge Mower from Buffalo Outdoor Power LLC with the cost to the Village of Shelton not to exceed \$6,377.00.

SECTION 2. That the Chairman, Clerk and Utility Superintendent 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.

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RESOLUTION NO. 19-03-21B:

WHEREAS, the Governing Body of the Village of Shelton, Nebraska has determined that the purchase of certain items 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 items:

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 2019 John Deere Series X350 Tractor with a 43" mower deck from Landmark Implement of Shelton, Nebraska for a cost not to exceed \$2995.00,

SECTION 2. That the Chairman, Utility Superintendent and Clerk hereby are authorized, and directed to acquire the aforementioned items 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 Keslar with a second from Trustee Doremus to approve and adopt Resolution Nos. 19-03-19A and 19-03-21B as presented. AYES: Roe, Cline, Doremus, Oberg and Keslar. NAYS: None. ABSENT: None. Whereupon, the Chairman declared the Motion Carried.

11. APPOINTMENT OF RANDAL GUNN TO THE TREE BOARD. After discussion, it was moved by Trustee Doremus, with a second from Trustee Keslar to approve the appointment of Randal Gunn to the Shelton Tree Board. AYES: Roe, Cline, Doremus, Oberg and Keslar. NAYS: None. ABSENT: None. Whereupon, the Chairman declared the Motion Carried.

12. COMMUNITY DEVELOPMENT – CDA POLICES AND PROCEDURES/APPLICATION FOR TIF. This item was placed on the agenda to keep discussion going and to be sure we have policies and procedures in place if we would receive an application for TIF (Tax Increment Financing) funding and to start thinking of what procedures might be used if we were successful in obtaining the owner-occupied home improvement grant. A discussion relating to the lots the Village owns on the south end of Lincoln Ave was also had.

13. SHELTON HOUSING AUTHORITY MANAGEMENT. Chairman Roe reported to the Board that the Kearney Housing Authority had given notice and would no longer be managing the Shelton Housing Authority as of April 5, 2019. He reported that the Shelton Housing Board was working on getting a replacement hired.

14. ADJOURNMENT. All agenda items having been considered, Trustee Keslar with a second from Trustee Oberg moved to adjourn the meeting. AYES: Roe, Cline, Oberg, Keslar and Doremus. NAYS: None. ABSENT: None. Motion Carried. Whereupon, the Chairman declared the motion carried and the meeting duly adjourned at 8:19 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 March 21, 2019 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 Village Clerk Bonnie Doremus at 9:30 A.M. on March 18, 2019 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 28th day of March, 2019

BONNIE DOREMUS, MMC
VILLAGE CLERK