

# MINUTE RECORD

REGULAR BOARD MEETING  
VILLAGE BOARD OF TRUSTEES  
NOVEMBER 11, 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 at 7:00 o'clock P.M. on November 11, 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, Keslar, Reutzel and Oberg. Absent: Doremus.

Notice of this meeting was given in advance thereof by publication in the Shelton Clipper on November 4, 2021, and posting at 11:30 A.M. on November 4, 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 Keslar to approve the consent agenda which included: A) Waive Reading and approve minutes of Regular meeting of October 14, 2021; B) Accept Financial Report and C) Approval of Hunter Gray as a new member of the Shelton Volunteer Fire and Rescue. This received a second from Trustee Oberg with the vote as follows: Ayes: Roe, Keslar, Reutzel and Oberg. Nays: None Absent: Doremus. Motion Carried

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

**4. PURCHASE OF ONE AIR PACK FOR FIRE DEPARTMENT.** After discussion Chairman Roe indicated it was time to consider Resolution No. 21-11-11.

**RESOLUTION 21-11-11:**

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, for the purchase price not to exceed \$13,920 one Air Pack from Sandry Fire Supply of Dewitt, IA.

**SECTION 2.** That the Chairman, Fire Chief and Administrative Clerk hereby are authorized, and directed to acquire the aforementioned equipment for

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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 Oberg to approve and adopt Resolution No. 21-11-11 as presented. Ayes: Roe, Keslar, Reutzel and Oberg. Nays: None Absent: Doremus. Motion Carried.

**5. APPROVE AMENDMENT TO THE CONTRACT BETWEEN THE VILLAGE AND SCEDD TO PROVIDE GENERAL ADMINISTRATIVE SERVICES AND TO AUTHORIZE THE CHAIRMAN TO SIGN SUCH AMENDMENT RELATING TO HOUSING GRANT.** After discussion, Chairman Roe indicated it was time to consider Resolution No. 21-11-11A.

RESOLUTION NO. 21-11-11A:

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

1. That the Amendment to the contract between the Village and SCEDD to provide general administrative services for the NAHTF grant in the form now before 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 Amendment to the contract, on behalf of, and in the name of the Village of Shelton, Nebraska and that an executed copy of said contract be affixed to this resolution and, by reference, made a part of these official Proceedings.

It was then moved by Trustee Keslar, with a second from Trustee Oberg to approve and adopt Resolution No. 21-11-11A as presented. Ayes: Roe, Keslar, Reutzel and Oberg. Nays: None Absent: Doremus. Motion Carried.

**6. & 7. APPROVE PAYMENTS TO ROJOS CONSTRUCTION AND CDS INSPECTIONS & BEYOND FOR WORK DONE RELATING TO SHEL-HR-08.** After review, it was moved by Trustee Oberg, with a second from Trustee Keslar to approved payments to Rojas Construction for work relating to SHEL-HR-08 and to CDS Inspections & Beyond for project related cost relating to SHELTON-HR-08. Ayes: Roe, Keslar, Reutzel and Oberg. Nays: None Absent: Doremus. Motion Carried.

**8. UTILITY DEPARTMENT NEW HIRES.** After discussion, it was moved by Trustee Reutzel, to hire Adam Jensen as a Part Time Maintenance Worker. This received a second from Trustee Keslar with the vote as follows: Ayes: Roe, Keslar, Reutzel and Oberg. Nays: None Absent: Doremus. Motion Carried.

**9. ORDINANCE TO SET WAGES FOR UTILITY DEPARTMENT.** Chairman Roe indicated it was now time to consider Ordinance No. 847. Whereupon, it was moved by Trustee Oberg, seconded by Trustee Reutzel 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. 847 be preserved and kept in a separate and distinct volume known as "Ordinance Record, Village of Shelton, Nebraska"; and that said separate

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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 and Reutzel. NAYS: None. ABSENT: Doremus. Whereupon the chairman declared the Motion Carried.

Further, a motion was made by Trustee Oberg, seconded by Trustee Reutzel that the statutory rules in regard to the passage and adoption of Ordinances be suspended, so that said Ordinance No. 847 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 and Reutzel. NAYS: None. ABSENT: Doremus. Whereupon, the Chairman declared the Motion Carried.

Following the reading of Ordinance No. 847 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. 847 and the following vote was recorded: AYES: Roe, Oberg, Keslar and Reutzel. NAYS: None. ABSENT: Doremus. Whereupon, the Chairman declared that four members of the Board having voted in the affirmative for the passage and approval of Ordinance No. 847 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 Reutzel that said Ordinance No. 847 be published in pamphlet form. AYES: Roe, Oberg, Keslar and Reutzel. NAYS: None. ABSENT: Doremus. Motion Carried.

**10. AMERICAN RESCUE PLAN ACT (ARPA) FUNDS – CONTRACT WITH MILLER & ASSOCIATED FOR AYRES WATER LOOP PROJECT.** Village Clerk Doremus explained she had contacted Miller & Associates and that the project did fit within the guidelines for the use of the ARPA money. Chairman Roe then indicated it was time to consider Resolution No. 21-11-11B.

**RESOLUTION NO. 21-11-11B:**

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

**1. The Agreement for Professional Services for “Water System Improvements, 2021” 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 Trustee Reutzel to approve and adopt Resolution No. 21-11-11B as presented. Ayes: Roe, Keslar, Reutzel and Oberg. Nays: None Absent: Doremus. Motion Carried.

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**11. APPROVAL OF REQUEST FOR NAHTF FUNDS DRAWDOWN.** After discussion, it was moved by Trustee Keslar, with a second from Trustee Oberg to approve the request for the NAHTF funds drawdown #10. Ayes: Roe, Keslar, Reutzel and Oberg. Nays: None Absent: Doremus. Motion Carried.

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

**13. ADJOURNMENT.** All agenda items having been considered, Trustee Keslar with a second from Trustee Oberg moved to adjourn the meeting. **AYES:** Roe, Oberg, Reutzel and Keslar. **NAYS:** None. **ABSENT:** Doremus. Whereupon the Chairman declared the motion carried and the meeting duly adjourned at 7:25 P.M.

RESPECTFULLY SUBMITTED

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BONNIE DOREMUS, MMC  
VILLAGE CLERK

APPROVED:

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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 November 11, 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 November 4, 2021 and posted by Assistant Clerk/Treasurer Lisa Smith on November 4, 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 12th day of November, 2021.

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BONNIE DOREMUS, MMC  
VILLAGE CLERK

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