

MINUTE RECORD

SPECIAL AND REGULAR BOARD MEETINGS VILLAGE BOARD OF TRUSTEES SEPTEMBER 11, 2025

The special and regular meetings 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 September 11, 2025.

Notice of these meetings were given in advance thereof by publication in the Shelton Clipper on September 4, 2025 and by posting at 10:15 A.M. on September 3, 2025, 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 the Certificate of Posting attached to these minutes. Notice of these meetings were 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 meetings and the agendas are attached to these minutes. Availability of the agendas was communicated in the advance notice and in the notice of these meetings to the Village Board of Trustees.

All proceedings shown were taken while the convened meeting was open to the attendance of the public.

Chairman Roe called the special 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 Village Clerk Doremus to call roll which reflected the following: Present: Trustee Roe, Oberg, Keslar and Rabbe. Absent: Jensen.

7:00 P.M. PUBLIC HEARING FOR PROPOSED 2025/2026 BUDGET. It being of the hour of 7:00 PM o'clock, Trustee Keslar, with a second from Trustee Oberg, moved to adjourn the Trustee meeting. Ayes: Roe, Keslar, Oberg and Rabbe. Nays: None. Absent: Jensen. Motion Carried and Chairman Roe adjourned the Board of Trustees Meeting and called to order a Public Hearing to hear comments for or against the proposed 2025/2026 budget. Janet Rowling, CPA, PC addressed the Board with regards to the lid laws, restricted funds and any other questions the Trustees and the Public had as they reviewed the proposed 2025/2026 Budget. After discussion and addressing any concerns and hearing no further public comments, Chairman Roe declared the public hearing closed at 7:14 PM and called the Board of Trustees Meeting back 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 directed a roll call which reflected as follows: Present: Chairman Roe and Trustees Oberg, Keslar and Rabbe. Absent: Jensen.

It was then moved by Trustee Keslar, with a second from Trustee Oberg to adjourn this special meeting. AYES: Rabbe, Oberg, Keslar and Roe. NAYS: None. ABSENT: Jensen. Motion Carried and meeting was adjourned at 7:15 PM.

A regular meeting of the Chairman and Board of Trustees was then convened immediately following the adjournment of the special meeting with a roll reflecting the following: Present: Chairman Roe and Trustees Oberg, Keslar and Rabbe. Absent: Jensen. Trustee Keslar, with a second from Trustee Oberg moved to adjourn the Trustee meeting in order to hold a Public Hearing relating to the property tax request. Ayes: Roe, Keslar, Oberg and Rabbe. Nays: None. Absent: Jensen. Chairman Roe adjourned the Board of Trustees Meeting and called to order a Public Hearing to hear comments relating to the property tax request for the 2025/2026 budget. Hearing no comments or questions from the Public, Chairman Roe declared the public hearing closed at 7:17 PM and called the Board of Trustees Meeting back 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 directed a roll call which reflected as follows: Present: Chairman Roe and Trustees Oberg, Keslar and Rabbe. Absent: Jensen.

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3A. RESOLUTION TO SET FORMAL PROPERTY TAX REQUEST FOR 2025/2026 BUDGET.

Chairman Roe then indicated it was time to consider Resolution No. 25-09-11.

RESOLUTION NO. 25-09-11:

WHEREAS, Nebraska Revised Statute 77-1601.02 provides that the Governing body of the Village of Shelton passes by a majority vote a resolution or ordinance setting tax request; and

WHEREAS, a special public hearing was held as required by law to hear and consider comments concerning the property tax request; and

NOW, THEREFORE, The Governing Body of the Village of Shelton resolves that

- 1) The property tax request for the fiscal year 2025/2026 be set as follows:

General	\$422,843.57
Bond	\$126,409.57

- 2) The total assessed value of property differs from last year's total assessed value by 12.85 percent.
- 3) The tax rate which would levy the same amount of property taxes as last year, when multiplied by the new total assessed value of property would be .599341 per \$100 of assessed value.
- 4) The Village of Shelton proposes to adopt a property tax request that will cause the tax rate to be .649411 per \$100 of assessed value.
- 5) Based on the proposed property tax request and changes in other revenue, the total operating budget of the Village of Shelton will increase from last year's distributions by 85.34 percent
- 6) A copy of this resolution be certified and forwarded to the County Clerk on or before October 15, 2025.

It was then moved by Trustee Rabbe to approve and adopt Resolution No. 25-09-11 as presented. This received a second from Trustee Keslar with the vote as follows: AYES: Rabbe, Oberg, Keslar and Roe. NAYS: None. ABSENT: Jensen. Motion Carried.

3B. ORDINANCE TO ADOPT THE BUDGET STATEMENT TO BE TERMED THE ANNUAL APPROPRIATION BILL AND APPROPRIATE FUNDS FOR THE NECESSARY EXPENSES AND LIABILITIES.

Chairman Roe indicated it was time to consider Ordinance No. 875. 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 Ordinance No. 875 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 Village Clerk to call the roll and the following was recorded as the vote on this motion: AYES: Keslar, Rabbe, Oberg, and Roe. NAYS: None. ABSENT: Jensen. Whereupon the Chairman declared the Motion Carried.

Further, a motion was made by Trustee Oberg, seconded by Trustee Keslar that the statutory rules in regard to the passage and adoption of Ordinances be suspended, so that said Ordinance No. 875 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: Keslar, Rabbe, Oberg and Roe. NAYS: None. ABSENT: Jensen. Whereupon, the Chairman declared the Motion Carried.

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Following the reading of Ordinance No. 875 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. 875 and the following vote was recorded: AYES: Keslar, Rabbe, Oberg and Roe. NAYS: None. ABSENT: Jensen. Whereupon, the Chairman declared that four members of the Board having voted in the affirmative for the passage and approval of Ordinance No. 875 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 Keslar that said Ordinance No. 875 be published in pamphlet form. AYES: Keslar, Rabbe, Oberg and Roe. NAYS: None. ABSENT: None. Motion Carried.

4. CONSENT AGENDA. It was then moved by Trustee Keslar to approve the consent agenda which included: A) Waive reading and approve minutes of the regular meeting of August 14, 2025 and; B) Accept Financial Report. This received a second from Trustee Oberg with the vote as follows: AYES: Roe, Oberg, Rabbe and Keslar. NAYS: None. ABSENT: Jensen Motion Carried.

17. REPAIRS TO THE TENNIS/PICKLE BALL COURTS. Marsha Fairbanks, representing the Lions Club, presented the Board with a plan and quote from Thrasher Foundation Repair to level the concrete on the courts and repaint a portion of the area for the Pickle Ball players. They would like to take this on as one of their projects and would like to get the Village's approval for it. After discussion, it was moved by Trustee Keslar to authorize the signing of the contract with Thrasher for \$7,559.97 to proceed with the project. This received a second from Trustee Rabbe with the vote as follows: AYES: Roe, Oberg, Rabbe and Keslar. NAYS: None. ABSENT: Jensen Motion Carried.

5. NEW CHECKING ACCOUNT FOR LIBRARY GRANTS. Administrative Clerk Doremus explained that by opening a separate checking account the Library Grant funds could be better accounted for and easier to keep track of. After discussion it was moved by Trustee Keslar to authorize the opening of this account and require two signatures for withdrawal. Those authorized signature would be the Administrative Clerk, Chairman and Vice Chairman of the Village. This received a second from Trustee Oberg with the vote as follows: AYES: Roe, Oberg, Rabbe, and Keslar. NAYS: None. ABSENT: Jensen. Motion Carried.

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

7. UPDATES ON LIBRARY ADA PROJECTS. Reed Miller from Miller & Associates was present to give an update on the Parking and Lift projects at the Library. He also addressed any concerns relating to the concrete areas and the relaying of the bricks with regards to the new ADA parking area.

8. NEW WATER METERS. An update was given relating to the installation of the new water meters. After discussion, Chairman Roe indicated it was time to consider Resolution No. 25-09-11A.

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RESOLUTION NO. 25-09-11A:

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 acquire 470 new one-inch NEPTUNE WATER METERS including software and training from Municipal Supply of Hastings for a cost not to exceed \$240,000.

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 Keslar to approve and adopt Resolution No. 25-09-25A as presented. This received a second from Trustee Rabbe with the vote as follows: **AYES:** Roe, Oberg, Rabbe, and Keslar. **NAYS:** None. **ABSENT:** Jensen. Motion Carried.

9. NEW COMPUTERS FOR POLICE VEHICLES. Police Chief Clark presented to the Board a quote from Platte Valley Communications which would allow the vehicle computers to be compatible with Buffalo County. After discussion, Chairman Roe indicated it was time to consider Resolution No. 25-09-11B.

RESOLUTION NO. 25-09-11B:

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 shall immediately acquire, for the purchase price not to exceed \$7,200, two laptop computers and docking stations for the Police vehicles from Platte Valley Communications of Kearney, NE.

SECTION 2. That the Chairman, Clerk and Chief be and hereby are authorized, and directed to acquire the aforementioned equipment 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 to approve and adopt Resolution No. 25-09-25B as presented. This received a second from Trustee Rabbe with the vote as follows: **AYES:** Roe, Oberg, Rabbe, and Keslar. **NAYS:** None. **ABSENT:** Jensen. Motion Carried.

10. ANNUAL CERTIFICATION OF PROGRAM COMPLIANCE. Administrative Clerk Doremus explained that this is something required by the State certifying that we have complied with all the State requirements in order to keep receiving our Highway Allocation Funds.

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After discussion, Chairman Roe indicated it was time to consider Resolution No. 25-09-25C.

RESOLUTION NO. 25-09-11C:

SIGNING OF THE YEAR-END CERTIFICATION OF CITY STREET SUPERINTENDENT 2025

Whereas: State of Nebraska Statutes, sections 39-2115, 39-2119, 39-2120, 39-2121, and 39-2520(2) requires an annual certification of program compliance to the Nebraska Board of Public Roads Classifications and standards; and

Whereas: The State of Nebraska Statute, Section 39-2120 also requires that the annual certification of program compliance by each municipality shall be signed by the Mayor or Village Board Chairperson and shall include the resolution of the governing body of the municipality authorizing the signing of the certification.

Be it resolved that the Village Board Chairperson of Shelton, NE is hereby authorized to sign the Municipal Annual Certification of Program Compliance.

It was then moved by Trustee Oberg to approve and adopt Resolution No. 25-09-25C as presented. This received a second from Trustee Keslar with the vote as follows: AYES: Roe, Oberg, Rabbe, and Keslar. NAYS: None. ABSENT: Jensen. Motion Carried.

11. TEXTMYGOV COMMUNICATION SYSTEM. Assistant Clerk Smith presented the Board with two proposals for the purchase of this texting system. One was to allow texting from the Village to the citizens only and the other proposal was to enable the citizens to text back. After discussing the advantage of having this service and the two proposals, the consensus of the board was to proceed with the "one way" proposal whenever the office felt they were ready for the system.

12. WAIVER OF 120 DAY OBJECTION PERIOD FOR LOT SPLITS IN THE KESLAR ESTATES SUBDIVISION. Cliff Keslar explained to the board that he wanted to redraw some lot lines within the subdivision and presented the board with a survey showing these changes. After discussion, it was moved by Trustee Rabbe, with a second from Trustee Oberg to waive the 120-day objection period for the lot splits in the Keslar Estates Subdivision. AYES: Roe, Oberg and Rabbe. NAYS: None. ABSENT: Jensen. ABSTAIN: Keslar. Motion Carried.

13. ZONING REGULATIONS/OFFICER. Chairman Roe explained that due to not having a dedicated Zoning Officer, this job falls to the Utility Superintendent, who does not necessarily have the time to give the proper attention to the matter. In the discussion that pursued, it was suggested that our engineering firm might offer this service. More discussion will be had in the future on the subject.

14. SECURITY CAMERAS IN PARK/POOL/DISPOSAL SITE. This issue had been raised before due to vandalism in these areas seem to keep occurring. After discussion, it was directed to have some systems and prices looked into.

15. ON CALL PAY. It was pointed out that the utility employees currently receive no pay for being "on call" if not called in to an emergency. Because of this we cannot dictate a response time or put any restrictions on what they can do with their time. After discussion,

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the Board agreed that have on call pay for 24 hours – 7 days a week would be a benefit to the Village. Chairman Roe then indicated it was time to consider Resolution No. 25-09-12D.

RESOLUTION NO. 25-09-12D:

WHEREAS, a revision in the pay policy within the personnel Manual of the Village of Shelton has been reviewed by the Chairman and Board of Trustees; and
WHEREAS, the Chairman and Board of Trustees of the Village of Shelton, Nebraska hereby determines that it is in the best interest of the citizens of the Village of Shelton, Nebraska to add an “On Call” pay policy area of the personnel manual for its employees:
NOW THEREFORE, BE IT RESOLVED by the Chairman and Board of Trustees of the Village of Shelton, Nebraska that an addition within the Personnel Policy Manual to be made in order for it to read as follows:

ON CALL PAY

A non-exempt utilities (Full or Part time) employee when on call will be paid “On call” pay at a rate of \$25.00/day. A non-exempt utilities “ON CALL” employee who is called in for work shall be paid overtime for not less than one hour for each time he/she reports, unless such overtime commences less than one hour before the start of his/her regular scheduled working day. In which case, he/she shall be paid only for the time worked.

It was then moved by Trustee Rabbe, with a second from Trustee Keslar to approve and adopt Resolution No. 25-09-11D as presented. AYES: Roe, Oberg, Rabbe, and Keslar. NAYS: None. ABSENT: Jensen. Motion Carried.

16. PROPOSED RAISES/ORDINANCE TO SET WAGES. Chairman Roe explained that he and Trustee Rabbe had met with the Department Heads and came away from that meeting feeling that it had been productive. He felt that allowing the Department Heads to set the raises for their employees(s) was a better way to proceed. He also proposed that the raises begin at the start of the fiscal year rather than in January as they had previously. After discussion of the Department Heads proposals for raises, Chairman Roe indicated it was time to consider Ordinance No. 876.

Whereupon, it was moved by Trustee Oberg seconded by Trustee Rabbe 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. 876 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 Village Clerk to call the roll and the following was recorded as the vote on this motion: AYES: Keslar, Rabbe, Oberg, and Roe. NAYS: None. ABSENT: Jensen. Whereupon the Chairman declared the Motion Carried.

Further, a motion was made by Trustee Oberg, seconded by Trustee Rabbe that the statutory rules in regard to the passage and adoption of Ordinances be suspended, so that said Ordinance No. 876 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: Keslar, Rabbe, Oberg and Roe. NAYS: None. ABSENT: Jensen. Whereupon, the Chairman declared the Motion Carried.

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Following the reading of Ordinance No. 876 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. 876 and the following vote was recorded: AYES: Rabbe, Oberg and Roe. NAYS: None. ABSENT: Jensen. ABSTAIN: Keslar. Whereupon, the Chairman declared that three members of the Board having voted in the affirmative for the passage and approval of Ordinance No. 876 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 Rabbe that said Ordinance No. 876 be published in pamphlet form. AYES: Keslar, Rabbe, Oberg and Roe. NAYS: None. ABSENT: Jensen. Motion Carried.

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

19. ADJOURNMENT. All agenda items having been considered, Trustee Rabbe, with a second from Trustee Oberg, moved to adjourn the meeting. Ayes: Roe, Keslar, Oberg and Rabbe. Nays: None. Absent: Jensen. Motion Carried. Whereupon, the Chairman declared the motion carried and the meeting duly adjourned at 9:00 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 September 11, 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 September 3, 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 16th day of September, 2025.

BONNIE DOREMUS, MMC
VILLAGE CLERK