

## VILLAGE OF ELMWOOD

### BOARD OF TRUSTEES

November 2, 2022 – 7:00pm

### REGULAR BOARD MEETING MINUTES

### Meeting Held at Elmwood Village Office

The Village Board of Trustees met in regular session on Wednesday, November 2, 2022. Chairperson Jared Blunt called the meeting to order at 7:01pm. Blunt stated that a current copy of the Nebraska Open Meetings Act was posted.

**Roll Call:** Miki Bruns, Renee Holland, Becky Kicak, Heather Scott & Jared Blunt

**Minutes:** Bruns made a motion, second by Kicak to approve meeting minutes for October 19, 2022. RCV: Yes: Approved 5-0

**Claims and payroll:** Holland made a motion, 2<sup>nd</sup> by Scott to approve claims & payroll for September 31, 2022 & November 2, 2022. RCV: Yes: Approved 5-0

**Claims:** Cass County Refuse(trash service)\$75, David Nuss(Meter installs)\$4,380, E-M Public School(Occupational Tax)\$300, Elmwood Public Library(monthly allotment)\$2,500, Frontier Coop(Fuel)\$366.43, HTM Sales, Inc(Sewer pump expense)\$220.40, Intuit QuickBooks(Direct Deposit)\$3.50, Karen Fleischman(Water Reimbursement)\$9.30, Kurk Shrader(Water Reimbursement)\$18, Layne Christensen(well labor)\$525, Lincoln Journal Star(Publication)\$99.48, MADS INC.(computer tech)\$1,088.78, Melanie Meister(Water Reimbursement)\$8.48, Moriah Lenz(Mile Reimbursement)\$58.97, NE Dept. of Revenue(Payroll tax, Local sales & use tax)\$1,903.65, NE Municipal Clerks Association(dues)\$50, Office Depot(supplies)\$152.07, OPPD(Electricity)\$3,111.98, Sharon Smith(Water Reimbursement)\$2.32, Terry Carlton(Water Reimbursement)\$12, Trisha Nichelson(Water Reimbursement)\$36.80, U.S. Postal Services(Stamps)\$140, United Rentals(trash pump rental)\$248.88, IRS(payroll taxes)\$1,404.78, Village of Elmwood(petty cash)\$19.20, Windstream(Phone)\$196.37, Salary \$4,564.77.

### New Business

#### **Discussion/Action Ordinance 2022-6 Change to one meeting per month**

Kicak read Ordinance 2022-6

Board discussed having the meetings on the first Wednesdays of the month. Motion by Bruns to waive the 2<sup>nd</sup> & 3<sup>rd</sup> Readings of Ordinance 2022-6, second by Scott. RCV: YES: Approved 5-0. Motion by Kicak to approve Ordinance 2022-6 with stated corrections of one meeting a month on the first Wednesday of each month, starting in January 2023, second by Bruns. RCV: YES: Approved 5-0

#### **Discussion/Action Ordinance 2022-7 Board of Trustees Compensation**

Bruns read Ordinance 2022-7. Board members discussed increasing the board pay. Kicak made a motion to waive the 2<sup>nd</sup> and 3<sup>rd</sup> readings of Ordinance 2022- 7, second by Holland. RCV: YES: Approved 5-0. Bruns made a motion to approve Ordinance 2022-7 with stated corrections of \$50 per meeting, Second by Scott. RCV: YES: Approved 5-0.

#### **Discussion/Action New Pickup Bids**

Holland made a motion to approve the bid for the pickup from Copple Chevrolet GMC and not to exceed \$55,000, second by Kicak. RCV: YES: Approved 5-0

#### **Discussion/Action Maintenance Supervisor Start Status**

The tentative employee that was offered the job said he would possibly be able to start middle of December. Bruns said that if for some other reason he can't full fill the start date of mid-December since we have extended the initial start date then she suggests the board should vote to post the job opening again. This extended start date is causing us to spend more in the budget since Ed has been filling in and now, we will need to look into bids for snow removal. No action taken

#### **Discussion/Action Bid on a replacement exhaust fan at the sewer plant**

Ed told the board that with this exhaust fan being broke it's a safety hazard because this exhaust fan pumps fresh air into the sewer plant building. Motion by Bruns to approve the bid from L & K Electric for \$1,487 to replace the current broken exhaust fan, second by Holland. RCV: YES: Approved 5-0

### Unfinished Business

No Unfinished

### Reports/Boards, Commissions, and Committees

**Library:** Kicak made a motion to approve Bills and Payroll for October 27, 2022, second by Bruns. RCV: YES: Approved 5-0.

**Library Claims & Payroll:** Elmwood Public Library(petty cash reimbursement)\$63.04, Amazon(new books)\$385.63, Nebraska

Library Commission(dues)\$500, Windstream(phone)\$49.61, OPPD(electricity)\$82.90, Black Hills Energy(natural gas)\$36.59, Scott Bornemeier(internet)\$60.34, The Pilcrow Foundation(grant match)\$200, Untied States Treasury(payroll taxes)\$254.08, NE Dept. of Revenue(payroll taxes)\$18.44,Intuit QuickBooks(Direct Deposit)\$3.50, Salary \$1,138.73.

**Park:** Bathroom heaters are on, and the Bathrooms will close after the Holiday Extravaganza.

**Streets:** There are a couple of areas are going to be fixed that concrete had to be removed in the road for water and sewer repairs. Please use caution when you're in these areas that are coned off. Ed will ask the Fire Dept. for help with putting the Christmas Street lights on the poles on main street.

**Water:** There was a water main break at 4<sup>th</sup> and B street late in the night. Water main break was fixed, and water is safe to consume now. Ed reported that well #3 had issues with staying on so he called HOA to come trouble shoot it and the issue was resolved by a faulty down timer that had went bad. No updates or changes with the process of the new well. Kicak asked Ed if he has a extra inventory for the supplies that he uses at the water and sewer plant in case of any disruptions with shipping due to the issues going on in the world. Ed will order some of the supplies he uses daily at the water treatment plant.

**Sewer:** New pump will be installed next week.

**Planning/Zoning:** Next Meeting is October 24,2022 at 7:00pm

**Public Comment:**

**Betty Navrkal Atteberry – 104 North 6<sup>th</sup>**

Are there any changes with the properties that have cats.

**Correspondence:** Jared said that he received a letter from the Dept of Natural Resources for flood plain insurance.

**Future Agenda:**

Village Hall Roof leak

Maintenance Supervisor Start status

Snow removal Bids

Potential Attorney – David C. Solheim

Purchase more Christmas pole street lights

Donation to NE Rural Water

**Meeting Adjourned at 7:55pm**



X *Jared Blunt*

Jared Blunt  
Chairperson

X *Moriah Lenz*

Moriah Lenz  
Clerk/Treasurer