

# Greenwood Nebraska

*Small Town, Nebraska with Big Heart*

## Board of Trustees Meeting January 26th, 2022 Meeting Minutes

Chair Wilken called a Regular Meeting of the Greenwood Board of Trustees to order at 7:00 p.m. on Wednesday, January 26th, 2022, at the E.L. McDonald Community Center located at 619 Main Street in Greenwood, Nebraska. Said meeting is open and the public is encouraged to attend. The Board of Trustees reserves the right to adjourn to Executive Session per State Statute 84-1410. Chair Wilken stated the open meetings act is posted in the meeting room for the public to view

**Call to order- Roll call was taken with the following members present: Mack, Wilken, Kubik, Ahlman Gerlach.**

### Consent Agenda

#### Minutes

Approved Claims: Wages \$13,398.08; Amazon \$298.55; American Funds Investment \$524.05; Ashland Disposal \$84.00; Baker and Taylor \$202.53; Border States \$456.89; Constellation \$596.50; Cornhusker State Industries \$954.00; Cowbell Cyber Security \$510.83; Doug Tweton \$50.00; Emergency Medical Products \$39.98; Harris Decals \$163.56; HP.Com store \$110.75; IRS USA Taxpymt \$2,876.74; Jasmine Mach \$540.00; Jones Group \$111.00; McKenna Sobota \$40.00; Municipal Supply \$10,980.35; NE Child Support \$266.77; NE Dept of Public Health \$23.00; NEB Dept of Revenue \$4,879.24; Nebraska Medicine \$460.97; NSP Crime Report \$15.50; USA Bluebook \$236.69; University of NE \$223.00; Verizon \$102.61. Total of Bills: \$45,036.21.

Approval of time cards and payroll detail report

#### Financials

- Profit and Loss
- Balance Sheet
- Claims Report
- EFT Transactions

Wilken made a motion to approve the consent agenda, minutes, claims, approval of timecards and payroll detail report, financials, profit and loss, balance sheet, Claims report and EFT Transactions with the one correction of roll call on New Business item one. Gerlach seconded the motion. Roll call vote: All ayes. Motion carried.

**Water Report-** Gerlach requested an update on the water meters not reading. Wilken stated this is a top priority to get fixed.

#### **Sheriff Report**

#### **Maintenance Report**

**Clerk Report-** Greve stated flyer inserts are in the utility bills this month.

#### **Planning & Zoning**

#### **Fire/Rescue Report**

#### **Park and Rec**

#### **Library**

**Communication of Citizens- none.**

#### **New Business**

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1. Discussion Employee Handbook- Feilmeier addressed the employee handbook and explained comp time to get a better overall understanding with the board. Wilken made a motion to add all employees under the call-in pay section. Kubik seconded the motion. Roll call vote: All ayes. Motion carried.
2. Approve/ Disapprove McClatchey and Raftery to go to NE Rural Water Conference March 14-16 for \$395.00 a piece- Wilken made a motion to approve for McClatchey and Raftery to attend the NE Rural Water Conference March 14-16 for \$790.00 plus a hotel room and mileage. Mack seconded the motion. Roll call vote: All ayes. Motion carried.
3. Authorizing Water Operator to pursue inspections of backflow devices  
McClatchey stated Davis Plumbing was going to come out and do the backflow testing. McClatchey stated once the testing is complete, we will need the results on file. No motion was needed.
4. Approve/ Disapprove Rein to work 30 hrs. a week  
Kubik stated Rein would like to dedicate more time to the library and help with the Village website. Kubik made a motion to approve Rein to work 30 hrs. a week. Ahlman seconded the motion. Roll call vote: All ayes. Motion carried.
5. Approve/ Disapprove bid for heater in maintenance shop  
Gerlach made a motion to approve the purchase of a heater for the maintenance shop from Northern Tools for \$469.00 with a 10% contingency. Ahlman seconded the motion. Roll call vote: All ayes. Motion carried.
6. Approve/ Disapprove Municipal Code Book to be updated  
Greve stated the book needs updated and McNally Law is the office that has updated it in the past. Greve stated they quoted \$80.00 per ordinance. Greve also mentioned we will need to reprint all the books. Kubik made a motion to approve for the Municipal Code book to be updated for \$560.00. Ahlman seconded the motion. Roll call vote: All ayes. Motion carried.
7. Approve/ Disapprove Bid for sewer line repair in alley between Walnut and Broad from 7<sup>th</sup> to 6<sup>th</sup>  
Wilken stated for liability reasons we should hire someone to do the job. Kubik made a motion to approve the bid from Strode Excavating for \$5,800.00 with a 20% contingency to repair the sewer line in the alley between Walnut and Broad from 7<sup>th</sup> to 6<sup>th</sup>. Strode stated the timeline would be around three days to complete. Gerlach seconded the motion. Roll call vote: All ayes. Motion carried.
8. Approve/ Disapprove computer and monitor for fire and rescue  
Kubik made a motion to approve a 27" monitor and computer for \$800.00 from CHM. Ahlman seconded the motion. Roll call vote: All ayes. Motion carried.
9. Approve/ Disapprove Tractor/ Backhoe from Dietze  
McClatchey, Raftery, Gerlach and Wilken all stated they went to look at the Backhoe. Wilken stated it is a 2018 310k model and has 1443 hours on it with front wheel assist. Gerlach made a motion to approve the purchase of the backhoe from Dietze for \$63,000.00 including a 3 ft. bucket and to come out of water, sewer, electric and street funds. Mack seconded the motion. Roll call vote: All ayes. Motion carried.

Adjournment – Wilken made a motion to adjourn the meeting at 8:13pm. Kubik seconded the motion. Roll call vote: All ayes. Motion carried.

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Respectfully submitted,

Jasmine Greve