

Small Town, Nebraska with Big Heart

## **Board of Trustees** Meeting April 29, 2020 Meeting Minutes

NOTICE IS LIEDERY CIVEN that a B	equilar Mosting of the Crosswood Poor	d of Trustees will be held at 7:00 p.m. on
Wednesday, April 29, 2020 via teleco		d of Trustees will be field at 7:00 p.m. of
Call to order	interence.	
Mack, Piehl, Gerlach, Starr, and Wilk	en are present.	
Consent Agenda		
Minutes		
Claims		1
ADP	Fees	\$175.10
ADP Garnishment	Garnishments	\$391.77
ADP Tax	Payroll Taxes	\$3,209.16
Amazon	Supplies	\$175.10
Ashland Disposal Service	Fees	\$54.00
Black Hills Energy	Fees	\$196.39
C&L Hardware	Supplies	\$132.07
Cass County Sheriff	Fees	\$800.00
Emergency Medical Products	Supplies	\$6.09
Fiala's Truck Repair	Repair/Maintenance	\$4,687.68
Great Plains Service Inc.	Supplies	\$450.00
Greenwood Rural Fire Board	Reimbursement	\$2,456.50
Husker Electric	Supplies	\$23.22
Invoice Cloud	Fees	\$164.90
Mechanic's Inc.	Supplies	\$335.40
Nebraska Auditor of Public	Fees	\$8,580.14
Accounts		
Nebraska Department of Revenue	Utility Sales Tax	\$3,116.05
Nebraska Department of Revenue	Taxes/Fees	\$744.00
Charitable Gaming Division		
Nebraska Medicine	Fees	\$430.32
Nutrien Ag Solutions	Supplies	\$211.30
OPPD	Fees	\$26,337.77
Paymentech	Fees	\$49.52
PeopleService	Fees	\$5,712.00
PowerTech	Repair/Maintenance	\$871.20
Quick Med Claims	Fees	\$194.66
Reggie Barent	Refund of Utility Deposit	\$132.77
Ricoh	Fees	\$224.19
Ty's Outdoor Power	Supplies	\$95.76
US Postal Service	Supplies	\$105.00
Village of Greenwood	Utility Deposits applied to account	\$117.23
Verizon	Fees	\$105.89
Wahoo-Waverly-Ashland	Fees	\$129.09
Newspaper		
Windstream	Fees	\$442.38
Employee/Board Members	Wages	\$11,688.30

Approval of time cards and payroll detail report Financials

- Profit and Loss
- **Balance Sheet** ٠
- A/P Aging Summary •

# **Greenwood Nebraska**

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#### EFT Transactions •

Gerlach questioned the Ag Solutions invoices that appeared to be purchases for the same thing just on different dates. Cadwell explained that ran out of the product and had to purchase more the following day. Gerlach and Wilken mentioned concerns over the PowerTech invoice but agreed to discuss this in the water report section of the meeting. Piehl noted that all the employees had a little bit of overtime this week. Cadwell said that she been arriving to work a little bit earlier than normal due to the fact that there is less traffic currently in the mornings. She has been nervous to leave early because she didn't want someone to be concerned that she is not in the office. Piehl said that Cadwell can leave early to adjust her time so she doesn't go into overtime. She said that she knew that both the maintenance men had skipped lunch one day when they were digging electrical. She also was aware of having to contact McClatchev after hours to let Windstream into the water tower to check the phone lines. There was also a day that the maintenance men arrived early to push snow. Wilken said that ten to fifteen minutes each day adds up over the weeks. Wilken requested that Starr look into the options surrounding it. Starr said that there is something in ADP which would automatically clock you in at your scheduled time or that rounds up to the nearest fifteen minutes. Wilken made a motion to approve the consent agenda including minutes, claims, approval of time cards and payroll detail report, and approval of financial statements including profit & loss, balance sheet, A/P aging summary and EFT transactions. Starr seconded the motion.

Aye-Piehl, Gerlach, Starr, Mack, Wilken

Nay-None

Motion carried

#### Water Report

Wilken reported that he received another letter from the State of Nebraska. Apparently, North Bend is having similar problems with PeopleService. Wilken said that he has been trying to get ahold of Grashorn, but they have been missing each other. Wilken recommended that they only sign a contract for one year with PeopleService, to see if they can get back in compliance or research to see if we can find someone else. Mack said that PeopleService hired a new employee that is looking after the village. He feels it looks better down at the waste water plant that it has been. Wilken brought up the invoice from PowerTech. He said the maintenance men used to do all the work on the generator. They are charging us \$750.00 for four hours. PeopleService had contacted them to come out and do they maintenance. Wilken said next time that the maintenance staff will before the maintenance that is needed to the generator. According to the report that was sent to us by PowerTech, we need a new battery for the generator. **Maintenance Report** 

#### Starr inquired if the maintenance men should clean the playground equipment before we open. Wilken state that would probably be a good idea but he didn't think the playground equipment before July.

Starr asked if the maintenance men where going to get back to tarring the East side of town. Wilken explained that he was going to recommend that they tar one to two days a week with weather permitting. Mack mentioned that the wood on the gazebo needs to be treated. He also mentioned the patch work on the streets that needs to be done. Wilken recommended filling the holes with cold patch until we can get them fixed permanently.

### Sheriff's Report

### **Clerk Report**

Wilken approved Cadwell's time off May 1, 2020.

### **Planning & Zoning**

Kubik said he had been working with the clerk trying to figure out term limits for members. He mentioned that he would be having Meyer removed from the board due to his unavailability. He said that he is working with Cass County on trying to define new processes for the way new permits are handled. He said residents will need to contact Cass County for their permits after the Village of Greenwood has approved them.

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

Wilken mentioned that Fire & Rescue had canceled their meeting. There was a fire yesterday in Ashland. **Communication of Citizens** 

Consider requests from individuals present. Each speaker will be allowed two minutes and no action will be taken on these topics until the next Board Meeting. The Village Board will review the matters and take action as they deem appropriate. Notice: There is to be no comments or disruption to the meeting in progress. You will be asked to leave if the above is not adhered to. We ask for your cooperation and courtesy. Thank You.

Ahlman reported that there are little kids riding mini motorcycles and he almost hit one of them. Wilken recommended that Ahlman contact the Sheriff next time he sees them. Mack agreed with Ahlman. Kubik said that the we should contact parents to inform them of their children's unsafe behavior.

### 1. Discussion approve disapprove Matt Christians to install electrical pole at 176 1ST Street for \$1750.00

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Starr mentioned that there are several other poles that need to be replaced besides this one. He wondered if this is something, we need to look into completing down the road. Wilken thought that maybe it would be cheaper if they replaced a few of them at a time. Mack said that McClatchey is working on list of poles that need to be replaced. Mack stated that before these poles can be replaced, we will need to look into purchasing the actual poles. We only have one pole currently. This will a major project and will require our two electricians and both of the maintenance men. Starr questioned what we will be getting for the \$1750 if it will require 4 men? Mack explained that Christians will be drilling for the pole and setting the pole. It requires special equipment to dig to install the pole. Starr mentioned that when he worked for the town, Grell and him used to set those poles. He feels that \$1750 is expensive. Cadwell explained that OPPD quoted us \$8600 to do it for us. Mack explained that this pole needed to be replaced before a windstorm knocked it over. Mack stated that he felt like \$1750 is cheap compared to what it would cost to have it repaired during a rainstorm. Starr agreed that the \$1750 is cheaper but he isn't for sure 4 men on the clock is cost effective. Piehl questioned why we needed all four employees to be there. Piehl asked if Christians just basically sets the pole? Wilken explained that this gentleman has his own truck with an auger on it. It also has a clamp to install and set the pole. Starr said that he feels McClatchey can supervise everything but Stewart is not needed for this project. Starr said that he thought this was going to be done on a Saturday. Wilken said they had to do it that way so everyone can be there at the same time. Piehl brought up that if the cost for the service is \$1750 and they complete this project on a Saturday there will be an increased cost for overtime. Wilken explained that the electricians will not be on overtime. Starr thought that McClatchey was willing to adjust his schedule to avoid going into overtime. Wilken said that he was told that the project would not take over four hours to complete.

Mack made a motion to approve Matt Christians to install the electrical pole at 176 1<sup>st</sup> Street for \$1750.00. Starr seconded the motion.

Ave-Gerlach, Wilken, Starr, Mack, Piehl Nav-None Motion carried 2. Discussion approve disapprove Ahlman lot split application for parcel #130031909 Wilken explained that he would like to table this matter for next meeting. A citizen wrote in a complaint against this lot split. He would like to research this lot split. He would also like to find out why he is requesting this lot split. Wilken felt like there was not a reason to split this lot. Piehl agreed stating the lot is not very big. Kubik explained that Ahlman was requesting the lot split so he could develop the property and place a house on that property. He explained that the property is zoned R-2. It meets all the setbacks and requirements. Wilken explained that the complaint said that the property is zoned R-1. Wilken explained that he would like to research this further before making a decision. Piehl asked if the lot split was going to place the cellar on both sides of the property? Kubik explained that he is currently filling in the cellar. Fiala questioned why this would be approved before the cellar is filled in. She mentioned that we have evidence that the person requesting the split does not always follow through with what he says. Kubik said that thinks that his intent is to sell the property. Kubik said that he can not deny a permit that meets the legal requirements.

Wilken made a motion to table the lot split at this time.Piehl seconded the motion.Aye-Wilken, Starr, Mack, Piehl, GerlachNay-None

Motion tabled

### **Board Questions or Comments**

Mack requested that the attorney look over payment plan. Piehl requested that the maintenance men go down to the park and repost the signs that state the park equipment is closed. Gerlach said that Barnyard Garage will be completely moved out by June 1. Frontier Coop will be replacing some outside lights. Gerlach questioned if McClatchey had replaced the light on the light tower. Wilken will ask him. Starr said that he was contacted by a citizen that was having issues paying his bill. He said that one of the employees was spreading rumors regarding this. Starr said this confidential information and should not be shared. Wilken thanked Starr and Sideline Power for allowing us to use the teleconference line.

Wilken asked the board how they would like to have the next board meeting. Mack suggested that we use the bigger room and stay six feet apart. He suggested restricting the meeting to ten people.

#### Adjournment

Wilken made a motion to adjourn at 7:54pm. Mack seconded.

Aye-Piehl, Gerlach, Wilken, Starr, Mack

Nay-None

Motion carried