**Board of Trustees Meeting**

**January 25th ,2023**

**Meeting Minutes**

Chair Wilken called a Regular Meeting of the Greenwood Board of Trustees to order at 7:00 p.m. on Wednesday, January 25th, 2023, 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

Roll call was taken with the following members present: Kubik, Gerlach, Sobota and Wilken. Ahlman absent.

**Consent Agenda**

Minutes

Approval of time cards and payroll detail report

Financials

* Profit and Loss
* Balance Sheet
* Claims
* EFT Transactions
* Approved Claims: American Funds $466.99 (Simple IRA), Amazon $91.38 (coffee for coffee group, book laminate for library, 3D printer nozzle, sticky notes), Baker and Taylor $16.40 (books for library), Buel Trucking $1,352.35 (salt), Caleb Van Essen $20.00 (Rescue Calls), Cass County Sheriff $800.00 (Patrol), CNA Surety Bond $100.00 (Rein bond), Constellation New Energy Gas $1,482.97 (Natural gas), Harris Decal $19.31 (ATV stickers), Intuit $5,848.55 (Payroll), IRS Tax Pymt $3,220.36 (Payroll liabilities), IRS Tax Pymt $3,220.36 (Tax pymt), Jasmine Mach $580.00 (Cleaning), JEO Consulting Group $896.25 (Sewer Repair), Jones Group Insurance Agency $100.00 (Milem Bond), NE Child Support $266.77 (Payroll liabilities), NE Charitable Gaming $754.00 (Keno Reports), NE Dept of Revenue $5,096.91 (Payroll Liabilities), NE Public Health Enviornment $46.00 (Routine water testing), Northern Tools $491.81 (Heater for park restroom), OPPD $34,277.78 (Electric), Page My Cell $550.00 (Dues/Fees), River Metal Products $124.83 (Repair/Maintenance), Scott Tracy $20.00 (Rescue Calls), Spickelmier & Sons $1,100.00 (Manhole at 120 Pleasant St), Steve Wright $50.00 (Carport Permit), Tractor Supply $35.75 (Part for snowplow), University of NE $223.00 (Clerk Conference), Yost $1,164.99 (Camera installation sewer plant). Total approved claims: $59,196.40.

Sobota made a motion to approve the consent agenda, minutes, approval of timecards and payroll detail report, financials, profit and loss, balance sheet, Claims report and EFT Transactions. Kubik seconded the motion. Roll call vote: All ayes. Motion carried 4-0.

**Water Report**

**Sheriff Report**

**Maintenance Report-** McClatchey stated the backhoe was repaired.

**Clerk Report-** Greve reminded the board of the well workshop on 1/26/23 was at the firehall @6pm

**Planning & Zoning**

**Fire/Rescue Report**

**Park and Rec**

**Library**

**Building Committee-** Wilken stated the next meeting is Friday 1/27/23 at 5pm.

**Communication of Citizens-** none

**Old Business**

1. Approve/ Disapprove subsurface mapping

Kubik made a motion to approve subsurface mapping for $560.00 to be taken out of the water, sewer, electric and street funds. Gerlach seconded the motion. Roll call vote: All ayes. Motion carried 4-0.

1. Approve/ Disapprove Equipment rental for 705 Main St clean up- McClatchey stated they were not needing any further equipment. No motion was needed.

**New Business**

1. Discussion possible action AWS Well- Tom Christopherson presented a slideshow to the Village board. Christopherson stated AWS can place a grout seal 46-60 ft down to block off the nitrates getting into the water. They will inject the grout under the gravel pack and it seals off the pathways for the nitrates to travel through the cracks to get into the well. This will essentially lower the levels of nitrates in the wells and clean up the water for the Village. Christopherson stated their work is done in phases and the first phase is to see if the process will work or not. He stated once they see if it will work the plan must be approved by the state than they can proceed.
2. Approve/ Disapprove Bussing for Park and Rec- Sobota made a motion to approve Bussing for Park and Rec. Gerlach seconded the motion. Roll call vote: All ayes. Motion carried 4-0.
3. Approve/ Disapprove Jeff Strode to go to wastewater training March 6-9th

Wilken made a motion to approve Jeff Strode to go to wastewater training March 6-9th. Sobota seconded the motion. Roll call vote: All ayes. Motion carried 4-0.

1. Discussion possible action trailer court- Sobota wanted to let the board know that the trailer court does not have a state license and the DHHS will be looking into this they are just backlogged right now. Sobota also stated he is not in compliance with the backflow preventer requirement and has not responded to the Village reaching out to him about completing this. Kubik stated he felt the Village should just do the testing and bill the owner.
2. Maintenance Supervisor Interim review possible employment action- Kubik stated the maintenance supervisor is here tonight and asked if the maintenance supervisor would like to go into executive session to discuss his interim review. The maintenance supervisor elected to go into closed session. Kubik made a motion to go into closed session for the purpose of employee personnel performance review of the maintenance supervisor and invite Maureen Freeman-Caddy, Attorney and the Maintenance Supervisor to be present. Sobota seconded the motion. Wilken stated that the motion to be voted upon is to go into closed session for the purpose of employee personnel performance review of the maintenance supervisor and include an invitation to Maureen Freeman-Caddy, Attorney and the Maintenance Supervisor to be present. Roll call vote: All ayes. Motion carried 4-0. Chair Wilken announced the purpose of the closed session is for employee personnel performance review of the maintenance supervisor and closed session commenced 7:38 p.m. The board reconvened in open session at 8:23 P.M and Chair Wilken stated the Village board came out closed session for the purpose of employee personnel performance review of the maintenance supervisor. Kubik stated after coming out of executive session the following will be the corrective action after review: zero tolerance going forward for any derogatory comments or references to or about others in the workplace or in public regarding village staff; the maintenance supervisor will prepare a progress report on work tasks in spreadsheet form (to be developed with the personnel committee) and submitted at each village meeting; the personnel committee will review the above directives on a monthly basis for 3 months (90 days).

Ordinance

1. Approve/ Disapprove Ordinance 533 Backflow Prevention

Ordinance No. 533 of the Village of Greenwood, Nebraska.

First Reading: The Clerk read the aforesaid Ordinance No. 533 by title.

AN ORDINANCE OF THE VILLAGE OF GREENWOOD, CASS COUNTY, NEBRASKA, TO AMEND CHAPTER 7 ARTICLE 2 OF THE MUNICIPAL CODE OF THE VILLAGE OF GREENWOOD, NEBRASKA PERTAINING TO BACKFLOW PREVENTION; TO PROVIDE THAT THE CHAIR AND THE APPROPRIATE DEPARTMENT, WHETHER ONE OR MORE, OF THE VILLAGE OF GREENWOOD, NEBRASKA, ARE HEREBY AUTHORIZED AND DIRECTED TO IMPLEMENT THIS ORDINANCE; TO PROVIDE FOR THE SEVERABILITY OF ANY SECTION, CLAUSE, PROVISION OR PORTION FOUND UNCONSTITUTIONAL OR INVALID; TO REPEAL ALL ORDINANCES IN CONFLICT HEREWITH; TO PROVIDE THAT THIS ORDINANCE SHALL BE PUBLISHED WITHIN THE FIRST 15 DAYS AFTER ITS PASSAGE AND APPROVAL EITHER IN PAMPHLET FORM OR BY POSTING IN THREE PUBLIC PLACES IN THE VILLAGE OF GREENWOOD, NEBRASKA, AND SHALL BE IN FULL FORCE AND TAKE EFFECT FROM AND AFTER ITS PASSAGE, APPROVAL, AND PUBLICATION, AS PROVIDED HEREIN; AND TO PROVIDE THAT THIS ORDINANCE SHALL BECOME AND BE MADE A PART OF THE MUNICIPAL CODE OF THE VILLAGE OF GREENWOOD, NEBRASKA, AND THE SECTIONS OF THIS ORDINANCE MAY BE RENUMBERED TO ACCOMPLISH SUCH INTENTION.

A motion by Wilken was made to approve the first reading of Ordinance No. 533. Sobota seconded the motion. Roll call vote: All ayes. Motion carried 4-0.

Wilken made a motion to waive the second and third readings of Ordinance No. 533. Seconded by Sobota. Roll call vote: All ayes. Motion carried 4-0.

Wilken made a motion to adopt Ordinance No. 533. Kubik seconded the motion. Roll call vote: All ayes. Motion carried 4-0.

Board Comments- Gerlach asked about the light being on in the womens restroom at the park. Sobota asked if there was anything McClatchey needed from the board to help prepare for the cold front coming. Wilken stated the the maintenance team needs to look at the light on the corner of 3rd and Ash. Wilken also stated the maintenance team did a great job with plowing the streets.

Wilken adjourned the meeting at 8:34pm. Kubik seconded the motion. Roll call vote: All ayes. Motion carried 4-0.

*Respectfully submitted,*

*Jasmine Greve, Village Clerk/ Treasurer Don Wilken, Village Chair*