**Board of Trustees Meeting**

**October 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, October 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: Wilken, Sobota, Gerlach and Grell. Johnson was absent.**

**Consent Agenda**

Minutes

Approval of time cards and payroll detail report

Financials

* Profit and Loss
* Balance Sheet

Sobota made a motion to approve the consent agenda including the Minutes, time cards, payroll detail report, profit and loss and balance sheet. Grell seconded the motion. Roll call vote: All ayes. Motion carried 4-0.

**Water Report**

**Sheriff Report**

**Maintenance Report-** Wilken asked if they have started the crack sealing. Strode stated they had not yet.

**Clerk Report-** Greve stated Joy Osburn with the food pantry had asked about donating the older items back in the cupboards in the Community Center kitchen. Wilken stated to box them up and the board would have to make a motion deciding on what they will do with it. Greve stated she had the maintenance team hang 9 shut off tags for utilities this month.

**Planning & Zoning**

**Fire/Rescue Report**

**Park and Rec**

**Library- Rein stated the trunk or treat went well and was the biggest turn out yet.**

**Communication of Citizens-** McClatchey stated he would like to follow up on his request at the September 13th meeting about his neighbor with all of the cars in their yard. Greve stated Wright had not written the letter yet but would follow up with him in the morning. Swenson stated there would be a surplus of ARPA funds for Nebraska and that if the Village had any projects, they are working on to see if they can request excess funding for the town. Wilken stated he would have Greve look in to it.

**New Business**

1. Approve/ Disapprove Claims List A- Wilken made a motion to approve Claims Lis A. Sobota seconded the motion. Roll call vote: All ayes. Motion carried 4-0. Approved Claims: AWS Well Co. $28,500.00 (Well rehab), Barco Municipal Products $83.33 (Handicap Signs), Bromm, Lindahl, Freeman- Caddy & Lausterer $2,727.00 (Legal fees), Cass Co Emergency Management $100.00 (fees), Cass County Sheriff $800.00 (Law Enforcement), Christina Magorian $250.00 (Hall rental return), CNA surety direct bill $200.00 (Greve and Wilken bond), Dutton- Lainson Company $381.86 (Supplies), Emergency Medical Products $5.18 (EMS Supplies), GPM Environmental Solutions LLC. $448.00 (Annual Flowmeter Calibration), Jasmine Mach $630.00 (Cleaning Services), JEO Consulting Group, Inc. $777.50 (Professional Fees), Menards $151.75 (Supplies for maintenance), NAPA Auto Parts $55.92 (Fiberglass repair kit), NE Charitable Gaming $512.00 (Quarterly reporting), Nebraska Medicine $32.83 (Professional Fees), Nebraska Public Health Environmental Lab $15.00 (Routine Testing), OPPD $30,951.58 (Electrical bill), Power Manager $3,261.49 (Annual Dues and utility billing supplies), Windstream $774.41 (Phone and internet services). Total= $70,657.85
2. Discussion possible action Building Committee questions- Rein asked what the Village was looking to spend on a new building so she has an idea on how much square footage etc. she is working with. Rein stated she believes the first step is to start with a feasibility study. Rein stated other towns around Greenwood that were building new buildings were spending roughly $400+ a square foot. Rein stated a 6,000 square foot building would run the Village around 2 to 2.5 million dollars. Wilken asked how much it would cost for an engineer to do a feasibility study. Rein stated she was not sure and would look in to it. Rein also asked how the Village would fund the new building. Wilken stated they might use some of the Tif funds. Rein stated she would hold a building committee meeting in November.
3. Discussion possible action Swenson Request- Wilken stated he apologized for letting this request slip last year when it was brought to the board. Wilken stated he was having a hard time finding a company to come out and give bids since the project was not that big. Wilken stated he will have this added to the next agenda and will get new bids. Grell stated Alan would be interested in putting in a bid for this job.
4. Approve/ Disapprove Subdivision Agreement for Green Light 1st Addition- Wilken made a motion to approve the subdivision agreement for Green Light 1st Addition subject to the exhibits being added and reviewed by Ogden the engineer. Gerlach seconded the motion. Roll call vote: Ayes- Wilken, Sobota and Gerlach. Grell abstained. Motion carried 3-0-1.
5. Discussion possible action electrical rates- Wilken stated the last time electrical rates were increased was 2016. Wilken stated things keep rising and the board needs to look at increasing the rates to help cover costs. Greve stated she would like to let the residents know prior to the board raising the rates just to be fair. Wilken stated Greve can send out letters to update the residents. Wilken made a motion to increase the electrical rates by 3% starting January 1st, 2024. Gerlach seconded the motion. Roll call vote: All ayes. Motion carried 4-0.
6. Discussion possible action approval of Federal Surplus Property Application- Sobota stated the application is good for up to 3 years. Sobota stated he looked and the stuff seemed to be good that the Village could potentially look into buying. Sobota made a motion to approve the Federal Surplus Property Application. Gerlach seconded the motion. Roll call vote: All ayes. Motion carried 4-0.
7. Discussion possible action Sewer and Water municipal code update- Strode stated he would like to see a few of the Village Ordinances changed. Strode stated all of surrounding towns have it stated in their Ordinance that the homeowner is responsible for all of the piping etc. to the main. Our Ordinance states only to the property line. Strode stated this is costing the town quite a bit of money and can be a simple fix. Strode also stated that contractors are coming to town and not having the maintenance team inspect before they backfill and Strode stated this can’t keep happening. Greve stated she drafter a form for the Village to give when contractors do come and need to have work inspected. Wilken made a motion to move forward with changing the Ordinances for sewer and water in the municipal code. Gerlach seconded the motion. Roll call vote: All ayes. Motion carried 4-0.
8. Approve/ Disapprove dump trailer for Village maintenance- Sobota asked if the maintenance team looked up what the hauling weight on the truck is. Strode stated 17,900 ton. Wilken stated the bid he got was for a solid floor. The others had a split floor. Strode stated he had another bid that he preferred. Greve stated the bid was not good anymore. Sobota asked if we could get the bid updated. Wilken made a motion to table the dump trailer for the village maintenance until all bids are updated. Grell seconded the motion. Roll call vote: All ayes. Motion carried 4-0.
9. Approve/ Disapprove concrete for patches in Village streets- Wilken stated there is not a quorum to approve this. Wilken made a motion to table the concrete patches for the Village streets. Grell seconded the motion. Roll call vote: All ayes. Motion carried4-0.
10. Approve/ Disapprove Spickelmier agreement - Wilken stated that Spickelmier sent this agreement over because it is a forced main and needs reviewed by the Village engineer. Wilken stated Greve has spoken to Maureen and Julie and are waiting to see what other options the Village has. Wilken stated as soon as Ogden gets back with the village, we will hold a special meeting. Wilken made a motion to table the Spickelmier agreement until the engineer has a chance to respond. Sobota seconded the motion. Roll call vote: Ayes- Wilken, Sobota and Gerlach. Grell abstained. Motion carried 3-0-1.

Resolution

1. Approve/ Disapprove Resolution 23-10 Year End Street Superintendent Certification- Wilken made a motion to approve Resolution 23-10 Year End Street Superintendent Certification stating Julie Ogden is the Village Engineer. Gerlach seconded the motion. Roll call vote: All ayes. Motion carried 4-0.

**Board Comments**- Sobota stated he and Grell went around town getting addresses for all of the houses with campers in town to send letters too. Grell stated they had over 50 campers on the list. Sobota stated he would like to start fining owners after letters have been sent out to everyone first. Sobota stated hopefully communication will help. Sobota stated he would like to see the ordinance changed to 7 days nonconsecutive. McClatchey asked what was done to enforce the cars last year. Gerlach stated a fine schedule has since been created for the town to use for enforcement. Gerlach stated he is still working with NMPP to see how the study went and solar. Wilken thanked Swenson for informing the board of the ARPA funds. Wilken asked how close the well project is to being done. Strode stated he turned the well back on today and has to run for 6 hrs. and then has to test twice before it can be turned back on to the public. Wilken asked if there is any trees in town that need cutting before snow/ ice. Strode said tree trimming will need done before winter.

**Wilken adjourned the meeting at 8:03pm.**

**Respectfully submitted,**

**Jasmine Greve, It’s Clerk Don Wilken, It’s Chair**