**Board of Trustees Meeting**

**November 29th ,2023**

**Meeting Minutes**

Chair Wilken called a Regular Meeting of the Greenwood Board of Trustees to order at 7:00 p.m. on Wednesday, November 29th, 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 Johnson. Grell 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, the financials including the profit and loss and balance sheet. Gerlach seconded the motion. Roll call vote: All ayes. Motion carried 4-0.

**Water Report-** Wilken stated one more test must come back for the well and then it can go back online.

**Sheriff Report**

**Maintenance Report-**Wilken stated they pulled wire for the last two homes at Green Light. Strode hooked up the meters.

**Clerk Report-** Greve stated the audit has been completed.

**Treasurers Report**

**Planning & Zoning-** Greve stated the next meeting is on the 21st of December.

**Fire/Rescue Report**

**Park and Rec**

**Library**

**Communication of Citizens-** none.

**Old Business**

1. Discussion possible action Dutton Lainson follow up- Wilken asked Gerlach is we will still need to have Neptune software as well. Gerlach says he does not think so but we could keep it for a year as backup. Gerlach stated the meters we buy reads other meters. The prices also includes onsite training Gerlach stated. Wilken asked if someone can show up to the next meeting. Gerlach said he was not sure. Gerlach made a motion to install new metering software with a $10,000 one-time fee plus $5 each meter fee and $1 monthly fee for each meter. To be split 50/50 from water and electric. Sobota seconded the motion. Roll call vote: All ayes. Motion carried 4-0.
2. Discussion possible action Swenson request- Wilken stated we have received one quote but he knows there is a couple other companies that are wanting to bid it. Sobota made a motion to table the Swenson request to the next meeting. Gerlach seconded the motion. Roll call vote: All ayes. Motion carried 4-0.
3. Discussion possible action Moeder request- Strode stated it was leaking at the shut off. Moeder says the red flag was when he couldn’t shut it off inside the house. Strode stated him and Zach can freeze pipe to the curb stop. Wilken stated the Village will cover the expense to fix it. Moeder stated he has brought this attention to the maintenance crews over the year and the clerks and nothing has been resolved. Strode stated the line is poly so he can clamp it to add a new valve. Gerlach made a motion to repair Moeders water leak in the warmer weather and the Village will cover the costs. Johnson seconded the motion. Roll call vote: All ayes. Motion carried 4-0.
4. Discussion possible action 110 6th St violations- Greve stated these violations were Zoning violations so the zoning administrator must enforce them. Greve stated the next steps will need to be with Maureen and Wright on what will be done next. Wilken made a motion to move forward with Wright and Maureen to figure out what they can do. Gerlach seconded the motion. Roll call vote: All ayes. Motion carried 4-0.
5. Discussion possible action Sewer and Water municipal code update- Greve stated the next step is for the board to pass an Ordinance to change the municipal code. Wilken made a motion to move forward with updating the municipal code book. Gerlach seconded the motion. Roll call vote: All ayes. Motion carried 4-0.
6. Approve/ Disapprove Grand and 7th Street paving- Wilken stated at the last meeting he reviewed the engineering bid and thought it was high for just a small portion of the street. Wilken stated he would like to also see about paving Broad St as well. Wilken made a motion to table the 7th and Grand Street paving until the spring. Johnson seconded the motion. Roll call vote: All ayes. Motion carried 4-0.

**New Business**

1. Approve/ Disapprove Claims List A- Wilken made a motion to approve claims list A. Gerlach seconded the motion. Roll call vote: All ayes. Motion carried 4-0.
2. Approve/ Disapprove Claims List B- Gerlach made a motion to table Claims List B. Wilken seconded the motion. Roll call vote: All ayes. Motion carried 4-0.
3. Discussion possible action development of Village construction standards and specifications- Greve stated the next step is to change the Municipal Code by Ordinance which is being reviewed by the Village Attorney for future meeting. Wilken made a motion to move forward with the ordinance for the next meeting. Sobota seconded the motion. Roll call vote: All ayes. Motion carried 4-0.
4. Approve/ Disapprove Neptune software update and training- Wilken made a motion to approve the Neptune software update and training not to exceed $3,056.00 and to come out of the water and sewer fund. Sobota seconded the motion. Roll call vote: All ayes. Motion carried 4-0.
5. Approve/ Disapprove purchasing two poles- Wilken stated in years past we got our poles from OPPD. Gerlach stated he got a quote for poles but Greve did not get the email. Gerlach made a motion to table the purchase of two poles until next meeting. Sobota seconded the motion. Roll call vote: All ayes. Motion carried 4-0.
6. Discussion possible action new office computer- Sobota made a motion to approve the Dell Inspiron Computer not to exceed $1,300.00 to be funded out of all categories. Wilken seconded the motion. Roll call vote: All ayes. Motion carried 4-0.
7. Approve/ Disapprove mutual aid agreement for Ashland Fire and Rescue- Sobota stated this will be good to have when they are receiving calls and needing Ashland’s response. Sobota made the motion to approve the mutual aid agreement for Ashland Fire and Rescue pending Maureen’s approval. Wilken seconded the motion. Roll call vote: All ayes. Motion carried 4-0.
8. Approve/ Disapprove valve for well pipe- Wilken stated the valve is needing fixed and is leaking. Wilken stated this needs to be fixed quickly. Wilken stated there is two bids. The first one is not the exact part needed but Strode thinks he can make it work. The second one from winwater is the correct part and is cheaper. Sobota made the motion to approve the quote from Winwater for $1,100.00. Johnson seconded the motion. Roll call vote: All ayes. Motion carried 4-0.

**Ordinance**

Approve/ Disapprove Ordinance 544 Electrical Rates- Ordinance No. 544 of the Village of Greenwood, Nebraska. First Reading: The Clerk read the aforesaid Ordinance No. 544 by title. AN ORDINANCE OF THE VILLAGE OF GREENWOOD, NEBRASKA PERTAINING TO ELECTRICAL RATES; TO PROVIDE FOR THE EFFECTIVE DATE OF THE RATE CATEGORY; TO PROVIDE THAT THIS ORDINANCE SHALL BE ADDED TO THE MUNICIPAL CODE OF THE VILLAGE OF GREENWOOD, NEBRASKA; TO PROVIDE FOR THE SEVERABILITY OF ANY SECTION, CLAUSE, PROVISION OR PORTION FOUND UNCONSTITUTIONAL OR INVALID; TO REPEAL ALL ORDINANCES IN CONFLICT HEREWITH; AND TO PROVIDE THAT THIS ORDINANCE SHALL BE PUBLISHED IN PAMPHLET FORM AND SHALL BE IN FULL FORCE AND TAKE EFFECT FROM AND AFTER ITS PASSAGE AND APPROVAL, AS PROVIDED BY LAW AND AS PROVIDED HEREIN; THAT THIS ORDINANCE SHALL NOT BE MADE PART OF THE MUNICIPAL CODE.

A motion by Wilken was made to approve the first reading of Ordinance No. 544 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. 544. Seconded by Sobota. Roll call vote: All ayes. Motion carried 4-0.

Wilken made a motion to adopt Ordinance No. 544 Johnson seconded the motion. Roll call vote: All ayes. Motion carried 4-0.

**Board Comments**- Gerlach stated windstream is looking to add fiber in town. Gerlach also thanked the maintenance team for getting the lights up on Main Street. Johnson stated the lights look good on main street. Wilken stated thanks for the maintenance team for coming in and cleaning the streets last weekend. Wilken stated there was also a power outage and thanks to Jimmy and Zach for coming in to handle it. Wilken stated there was also a sewer backup last Wednesday that was clogged by rags. Wilken stated someone off of 6th street is disposing of rags down the sewer line. Wilken stated they called and had Spickelmier come out.

**Wilken adjourned the meeting at 7:54pm.**

*Respectfully submitted,*

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