**Board of Trustees Meeting**

**January 10th ,2024**

**Meeting Minutes**

Chair Wilken called a Regular Meeting of the Greenwood Board of Trustees to order at 7:00 p.m. on Wednesday, January10th, 2024, 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, Grell, Gerlach and Johnson.**

**Consent Agenda**

Minutes

Approval of time cards and payroll detail report

Financials

* Profit and Loss
* Balance Sheet

Wilken 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 5-0.

**Water Report-** Fergus stated he now has access to the water levels etc. on his cell phone. He stated that everything for the water is now switched into his name. Fergus stated he provided the information to support no backup operator is needed for the water. Wilken stated there is a few free water classes he told Fergus to get signed up for.

**Sheriff Report-** Sommers attended the meeting a presented the board with the monthly report. Sommers stated there was 61.65 hours logged in for the area this month. 21 citations were issued. Wilken asked about the ATV’s and Sommers stated the Sheriff said there is 0 tolerance.

**Maintenance Report-** Fergus stated everything is running smooth. Wilken state he spoke to Grell and they thought a good indoor project for the colder days next week would be to do the floors at the firehall and community center. Sobota stated to call sunbelt rentals. They have an entire floor department. Gerlach also stated the lights are out and they could replace them at both buildings.

**Clerk Report**

**Planning & Zoning-** Wright stated that since Stan is on the board now that they need to get Ann’s books and give them to Stan.

**Fire/Rescue Report-** Sobota stated due to illness and lack of availability there was no January meeting. Sobota stated they had a call last week and CPR was performed and the rescue squad will be getting state recognition for it. Gerlach asked about the dual page out. Sobota stated they have some bugs to work out but they are working through it with Ashland.

**Park and Rec-** Greve stated Holsten had contacted her and stated Swenson and Holsten are not interested in doing the bounce houses and activities this year due to no volunteers. Grell asked if Greve could set up a meeting to get everyone there and on the same page.

**Library**

**Communication of Citizens-** none.

**New Business**

1. Approve/ Disapprove Claims List A- Greve stated the Windstream bill went up $280.00 due to the promotions dropping off the account. Greve stated she is trying to see what she can do to get the bill lowered. Gerlach stated he will look and see who the government account rep is. Wilken made a motion to approve Claims list A minus the Windstream bill. Sobota seconded the motion. Roll call vote: All ayes. Motion carried 5-0. Approved Claims: Wages $8,862.55. American Funds $381.87, Payroll Taxes $3,836.74, Ashland Disposal Service $95.26 (Garbage service), Ashland Gazette $188.29 (Publications), Black Hills Energy $403.09, Border States Electric $10,252.43 (Electrical Supplies), CNA Surety Direct $100.00 (Rein bond), Constellation New Energy Gas Division $650.30 (Natural Gas), EMS Connect $44.00 (EMS Billing), Frontier Coop $892.17 (Fuel), Image Trend $250.00 (EMS Dues), Jim Swenson $50.00 (Light Contest Winner), Lori Bussing $100.00 (Light Contest Winner), Mana Butt $78.88 (Meter deposit return), Michele Oltrogge $25.00 (Light Contest Winner), one Call Concepts $13.98 (Locates), OPPD $906.34 (Electric Bill), Pinnacle Bank $843.46 (Supplies), Precision Lighting and Electric $257.51 (Repair), Rose Equipment $1196.45 (Tar truck repair), S&L Hardware $46.84 (Maintenance supplies), US Bank $133.79 (Printer services), Wahoo- Waverly- Ashland Newspapers $188.68 (Publications), Yost $1876.24 (Computer support). Total $31,673.87.
2. Approve/ Disapprove Grell to Nuisance Hearing Officer- Wilken made a motion to approve Grell as the Nuisance Hearing Officer. Sobota seconded the motion. Roll call vote: Ayes- Wilken, Sobota, Gerlach and Johnson. Grell Abstained. Motion carried 4-0-1.
3. Approve/ Disapprove Sobota to Nuisance Officer-Grell made a motion to approve Sobota as the Nuisance Officer. Johnson seconded the motion. Roll call vote: Ayes- Gerlach, Sobota, Wilken and Johnson. Grell abstained. Motion carried 4-0-1.
4. Approve/ Disapprove Handbook updates- Greve stated she thought the easiest way to go over this would be for the board members to come up with a list numbering 1-3 of things that they see needs corrected. Grell stated the clock in and out are in quarter increments so it is easier for the office to track. The pay and leave are separated. Grell stated accrual hours instead of one lump some. For the maintenance team no shorts on the job site. Long pants and boots with no hoodies that have ties is what she thinks is work appropriate. Grell stated a mandatory lunch break. Wilken stated the maintenance crew to be here the hours the office is open in case of a resident needing something. Wilken also stated no more medical stipend. Wilken stated he felt the board needs to just do a workshop over the entire handbook. Wilken made a motion to table the Handbook update and to schedule a workshop. Grell seconded the motion. Roll call vote: All ayes. Motion carried 5-0.
5. Discussion on sewer fees without water services- Wilken stated he agreed with Wright but thinks there needs to be some fee for the service. Wilken stated the fee is that they have access to it but it is not being used. Wright asked about the vacant properties since they have access to it and if everyone is getting the same fee. Sobota stated he understood what Wright is requesting and it will take a few months to get everything researched and cleared up. Sobota stated March 1st they will have everything cleared up on the billing side.
6. Approve/ Disapprove Greve to attend Clerk Conference- Greve stated she just found out that there is no rooms left at the conference. Gerlach stated they approve Greve to attend the Clerk conference pending room availability. Grell seconded the motion. Roll call vote: All ayes. Motion carried 5-0.
7. Discussion possible action Board Members to League Midwinter Conference- Wilken stated this is a good conference to go to for new board members. Greve stated it is February 26-27th. Johnson and Gerlach stated they would both like to attend. Wilken made a motion for any board member who would like to attend can. Sobota seconded the motion. Roll call vote: All ayes. Motion carried 5-0.
8. Approve/ Disapprove jetting services- Wilken stated Spickelmier is cheapest and very reliable. Wilken made a motion to approve Spikelmeir to do the jetting services and to have the Holmes Sewer to be the backup. Johnson seconded the motion. Roll call vote: All ayes. Motion carried 5-0.
9. Approve/ Disapprove Main Street garbage can- Greve stated she has not had time to research any more options. Sobota made a motion to table the Main Street garbage can. Grell seconded the motion. Roll call vote: All ayes. Motion carried 5-0.
10. Approve/ Disapprove removal of Ann Corey from Planning and Zoning Board- Wilken stated he spoke to Corey and she is willing to be an alternate for the Planning and Zoning. Wilken made a motion to make Ann Corey an alternate for the Planning and Zoning board. Sobota seconded the motion. Roll call vote: All ayes. Motion carried 5-0.
11. Discussion possible action 7th St utility easement between Elm and Oak- Wright stated if the Village adds a utility easement between Elm and Oak this will create buildable lots. Wright stated by doing this it makes it a conforming piece of ground and you will not need to deal with variances. Wright advised the board to look into it. Wilken made a motion to table the 7th Street utility easement between Elm and Oak until the board can research it. Sobota seconded the motion. Roll call vote: All ayes. Motion carried 5-0.
12. Discussion possible action Hansen sewer backup- Greve stated she added this to the agenda so all board members can be aware of the status of this property. Wilken stated the cleanup was paid for by the Village. Brad Carlson with the Village insurance company has filed a claim. Wilken stated an underwriter has spoken to Hansen and Wilken and informed her that it would be up to her to file it with her home insurance company not the town. Wilken stated the roots were in the main but it backed up into her home. Spickelmier will be coming out to camera it.

**Ordinance**

1. Approve/ Disapprove Ordinance 545 Water and Sewer Municipal Code update- Wilken made a motion to table Ordinance 545 and 546. Sobota seconded the motion. Roll call vote: All ayes. Motion carried 5-0.
2. Approve/ Disapprove Ordinance 546 Subdivision Regulations Update

**Board Comments**- Gerlach stated Great Plains Power quote was for crew to stay here for a week and do a list of work at a time. Gerlach stated to get a list of like 6 priority items to get them here. Gerlach stated the power line needs updated around the fire station. He also stated they would pick up poles and bring them to us. Grell stated the trailer with the skirting off in the trailer court now has the skirting propped up with plywood. Grell asked how we can get the city Ordinance changed to criminal violations. Greve asked if it would be easiest to have a workshop with Maureen in attendance to go over the nuisance violations cans and cants and to ask her questions from a legal standpoint? Wilken asked if I can try to schedule something with Maureen. Grell asked if Yost has been in yet and Greve stated not yet. Johnson stated the streets looked great and to thank all of the maintenance team that has worked to clear them. Wilken stated the town is about out of salt and sand mix and needs added to the agenda. Wilken stated the town also needs wire for all the electrical projects. Wilken asked if we had all the transformers needed for the Green Light Subdivision ordered.

**Adjournment- Wilken made a motion to adjourn the meeting at 8:16pm.**

*Respectfully submitted,*

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