**Board of Trustees Meeting**

**January 31st ,2024**

**Meeting Minutes**

Chair Wilken called a Regular Meeting of the Greenwood Board of Trustees to order at 7:00 p.m. on Wednesday, January 31st, 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, Johnson, Gerlach and Grell.

**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, approval of time cards and payroll detail report, the financials including the profit and loss, and balance sheet minus the CNA surety bond for Rein as it was a duplicate. Gerlach seconded the motion. Roll call vote: All ayes. Motion carried 5-0.

**Water Report-** Fergus stated the nitrate levels came back high. They are running well #2 at 25% capacity. Fergus stated the lead and copper reports need fixed and completed soon. Wilken stated Fergus needs to get a plan ready.

**Sheriff Report**

**Maintenance Report**

**Clerk Report-** Greve stated she has started the application process for the Cass County Tourism grant.

 **Treasurers Report**

**Planning & Zoning-** Greve Stated the next Planning Commission Meeting is the 22nd at 7pm.

**Fire/Rescue Report-** Sobota stated they had the air trailer serviced again since there have been a few calls lately with over 17hrs of run time.

**Park and Rec-** Greve stated the next Park and Rev meeting is the 12th at 7pm.

**Library**

**Communication of Citizens-** None.

**New Business**

1. Discussion Hoback audit report- Hoback present the audit report to the board. Hoback stated the Village is in good standing. Hoback stated there was two findings during the audit. One being the overall coverage was not 102% for all of the Village funding but since the audit Greve and the board has switched the accounts over to ICS accounts to avoid this going forward. Hoback also stated there was one receipt missing for $12.00 from Tractor Supply. Hoback stated the utility accounts are in good standing and the Village has great cash reserves.
2. Discussion possible motion AWS report- AWS presented their report to the village board. They stated when doing the well rehab the discovered lots of pin holes in the well casing. AWS grouted from 80-130 ft. and pulled the pump and cleaned it. AWS sampled both wells and the test came back at 8. Ron from AWS came back and monitored the deep well and the upper part of the well was at 12 and the lower was at 6.2. AWS stated they have to figure out where the nitrates are getting in at. They stated to keep flushing the well at half speed. If slowed down AWS believes it might not draw much in otherwise, they can monitor it in the spring and possibly add a liner to the well like the village did to the Well number 2. AWS stated pumping the well will tell them more on where the leak is and how big it is. AWS believes this can be a successful project with minimal cost. Wilken asked if you can test on site. AWS stated they can but they won’t trust it. They stated routine test goes on record special test’s do not. AWS stated they can start anytime. Fergus stated the Village is already flushing the well. AWS reassured the board that it won’t be expensive unless they have to pull the pump.
3. Discussion possible action blending station for the wells- Fergus stated the Village needs a true blend site. Fergus stated this was brought to the board’s attention a little while ago but is something that needs to be focused on. Fergus stated the problem well runs straight to Main St. and the other well rungs to main Street then towards Elm St. Gerlach asked if the state had given a date to resolve this issue. Fergus stated they did not. Fergus stated the Sargent report is also in the packet for the board to review. Johnson asked what the long-term plan is and if looking for a new well spot is an option? Wilken stated prior to Johnson being on the board they had the engineer report done to look for a new well location.
4. Approve/ Disapprove Claims List A- Wilken made a motion to approve Claims List A minus the CNA surety bond. Gerlach seconded the motion. Roll call vote: All ayes. Motion carried 5-0. Approved Claims: Wages $7,182.87, American Funds $356.15, IRS $2,388.80, BK Restoration & Remodeling $5,585.23 (Sewer Cleanup), Brainard Heating and Air Conditioning $910.82 (Services), Emergency Medical Products $576.05 ( Supplies), Hamilton Equipment Company $86.64 (Services), James Stewart $41.02 (Supplies), Jasmine Mach $1,160.00 (Cleaning services), JEO Consulting Group $3,035.00 (Services), Jones Group Insurance Agency $27.00 (Services), Menards $604.69 (Supplies), Midwest laboratories inc. $111.22 (Routine testing), Napa Auto Parts $475.71 (Supplies), NE Charitable Gaming $551.00 (Quarter report), Nebraska Medicine $493.80 (Services), Nebraska Public Health Environmental Lab $98.00 (Routine testing), OPPD $31895.00 (Services), Quick Med Claims $305.79 (Services), Sargent Drilling $1021.52 (Services), Steve Wright $50.00 (Services), Windstream $1066.46 (Services), Yost $1288.98 (Services). Total paid $59,411.75.
5. Approve/ Disapprove Yost bid for cleanup in office- Wilken asked if this would be included in the monthly fees paid to Yost. Greve stated she believes the labor part could be put the supplies is not able to be. Greve stated she has been working a lot with Yost and does not want to use several hours of their monthly contract on this project when they are still working through other computer issues. Gerlach made a motion to table to the Yost bid for cleanup until Greve is up and running fully in the office. Johnson seconded the motion. Roll call vote: All ayes. Motion carried 5-0.
6. Discussion possible action Schmader electric out of West Point for electrical work- Gerlach stated a few meetings ago they approved for Great Plains to come in and do the electrical work. Since than Gerlach stated he has not heard from them. Gerlach stated Schmader does all of Hickman’s work. Gerlach also stated common wealth recommended Schmader. He stated they should focus first on the emergencies than can do other things around town. Gerlach stated they will be getting a quote over to the board within the next week.
7. Discussion possible action ambulance- Greve stated she added this to the agenda. Greve asked how the portion of the ambulance is to be paid for that is not covered by the grant? Greve stated she read back through minutes and it stated the fire and rescue would be doing fundraisers and potentially a loan. Grell asked why they would be looking for a loan with over $120,000 in the Trust account? Greve stated she has done research and a loan rate is over 8% everywhere she has looked. Greve stated she will be attending the next Fire and Rescue meeting to review the rate schedule for the rescue squad because after doing research from surrounding towns and Villages there is a lot of revenue that could be coming in if Greenwood updated their rates. Wilken stated they had discussed taking a portion out of the rescue account and the remainder our of the Trust account. Greve stated she does not think taking out a loan is a good idea for the rescue as the revenue coming in will not fully cover the monthly payment. Grell asked if there were any other equipment/ expenses the rescue squad has or will have in the near future. Corin Logue stated she does not believe there is any big-ticket items. Brandon Logue stated the rescue cots could use some updating but other than that nothing. Grell asked about how the creation of the 501C3 was moving along. Logue stated she has found a company that will assist with the creating of the 501C3 and they have helped Elmwood. Sobota stated they were unable to have the last fire and rescue meeting in January from the lack of attendance. Grell stated she would like to see if the Rescue will just pay for the Ambulance out of the trust account. Wilken stated this will have to be discussed at the next meeting. Gerlach made a motion to table the ambulance until after the next fire and rescue meeting on the 12th. Grell seconded the motion. Roll call vote: All ayes. Motion carried 5-0.
8. Discussion possible action HVAC replacement for fire station- Sobota stated the heater is out at the firehall. He had Brainard come out and look at it. Sobota stated Greve had found the receipt from the installation of the heater. It was 12 years and 3 months ago so all of the warranties are expired on the furnace. Gerlach stated Brainard is the cheapest but it does not state there is a warranty with it. Wilken made a motion to purchase the furnace from Brainard for $3,645 if the warranty coverage is the same as the others. Sobota seconded the motion. Roll call vote: All ayes. Motion carried.
9. Approve/ Disapprove replacement plow for the skid loader- Sobota stated the plow for the skid loader needs replaced. Sobota stated it had been welded together several times and held together by parts.
10. Approve/ Disapprove fire hall floor and community center floor finishing- Fergus stated he got bids for the floor cleaning because it was over the $500.00 limit. Wilken asked if the quote was for a week or a day. Fergus stated there is both on there. Grell stated they suggested this when it was supposed to be cold outside but now that is warmer this isn’t as big of a priority. Wilken made a motion to table the cleaning of the firehall floors. Sobota seconded the motion. Roll call vote: All ayes. Motion carried 5-0.
11. Approve/ Disapprove alternate Zoning Administrator- Greve stated Wright is submitting an administrative plat so we need to have an alternate to sign off on it. Greve stated Ogden the engineer stated she could step in and be the alternate for this project if they would like. Wilken made a motion to approve Julie Ogden as the alternate Zoning Administrator for Steve Wrights administrative plat. Sobota seconded the motion. Roll call vote: All ayes. Motion carried 5-0.
12. Approve/ Disapprove salt/sand mix- Wilken stated he has been looking and thinks going straight salt might be better. Sobota stated it is close by so they can just use the dump trailer and go pick up a load. Gerlach made a motion to approve starting an account with Black Strap and to get a trailer load not to exceed $600.00. Sobota seconded the motion. Roll call vote: All ayes. Motion carried 5-0.
13. Discussion Approve/ Disapprove new computer for maintenance shop- Fergus stated he does not think the maintenance shop needs a new computer but would like to have excel at the maintenance shop. Wilken stated he doesn’t think the maintenance shop needs a new computer and thinks the laptop works just fine.
14. Discussion possible action Village emails- Gerlach stated we need government emails. Chad Yost gave us quotes and is working with Caleb with our Village website to get it all started. Greve stated her only concern is how long the email forwarding will last. She stated the current email has been around for a very long time and that is how everyone communicates with her. Wilken stated to just hold off until Greve is up and running with her new computer.

**Board Comments** – Gerlach asked about the light off of 3rd that’s flickering again. Johnson stated the snow removal was good and thanked the maintenance team. Sobota stated the maintenance team did great with snow removal. Grell asked Sobota about the Bruce Anderson property. Sobota stated he has to write a letter to Anderson to proceed. Wilken stated there is a light off Church Rd missing. Wilken stated the internet service provider will be added to the next agenda.

**Adjournment- Wilken adjourned the meeting at 9:01PM.**

*Respectfully submitted,*

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