**Board of Trustees Meeting**

**March 13th,2024**

**Meeting Minutes**

Chair Wilken called a Regular Meeting of the Greenwood Board of Trustees to order at 7:00 p.m. on Wednesday, March 13th, 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, 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 the motion to approve the minutes, time cards, payroll detail report, the financials including the profit and loss and balance sheet. Johnson seconded the motion. Roll call vote: All ayes. Motion carried 4-0.

Water Report- Fergus stated he is working with AWS to get well #1 back on. Fergus is checking with the state to get verification they can turn on.

Sheriff Report- 65 hours logged. 16 calls of service. Wright stated there was a stolen car from a driveway here in town this last week.

Maintenance Report- Fergus stated they are busy with things. Fergus stated they are doing as much as they can do with the help they have. Gerlach stated Schmader electric came out and completed two of the three items on the list. Wilken stated they were only fixing two on the list as of right now.

Clerk Report- Greve stated Yost came in to mount all of the equipment in her office.

 Treasurer’s Report

Planning & Zoning- Wright submitted new minutes from the last meeting.

Fire/Rescue Report- Sobota stated the ambulance will be done at the end of the month. Sobota stated they had a new applicant and it will be on the next agenda.

Park and Rec- The next meeting is on the 26th of March.

Library- Greve stated the Easter Egg hunt is on the 23rd.

**Communication of Citizens-** Joseph Kennicker requested the location where the sewer was dug up by the town men to be filled back in. Kennicker stated the area is gauged and needs to be leveled out and he will put seed down.

**Public Hearing**

1. Open Public Hearing regarding Amendment to Subdivision Regulations- Wilken opened the public hearing at 7:09pm. Wilken asked for anyone for the Amendment to the Subdivision Regulations to speak. Julie Ogden with JEO stated it was minor updates such as page numbering, update to survey standards, clarify the storm water drainage requirement, and moved signatures on final to the back. Ogden stated they are updating the application process to follow what we are already doing and towns our size are doing as well. Ogden stated it is adjusting admin plats from 3 to 4 and update to the state standards. She stated they are reducing the block length and sidewalks. Ogden stated the Planning Commission did make a motion to move forward with the approval of the Subdivision Regulations amendment. Wilken stated anyone against the Subdivision Regulations to please speak. No comments were made. Wilken closed the Public Hearing at 7:12pm.
2. Open Public Hearing regarding Amendment to Zoning Regulations- Wilken opened the public hearing at 7:12pm for the amendment to Zoning Regulations. Wilken stated anyone for the amendment to Zoning Regulations to please speak. Julie Ogden with JEO stated it was her interpretation after attending the Planning Commission meeting that all of the changes listed minus section 8.11, which is the boats and trailers etc. section, were approved. Ogden stated the other sections were page number corrections, adding a definition for a building foot print, Article 4.414.08 was the accessory building must be smaller than the primary building, section 4.14.09 changing to a conditional use permit. Article 5 setbacks were 15 feet and will be changed to 25ft. Adjusting the lot widths which increases them slightly in residential zone. The requirements for fences around pool has been added. Article 10 statues are updated and we need to adopt the rules. Maureen can send those over. IBC refers to IRC is 200 square feet. Article 11 updates statues stating the zoning administrator is to enforce the zoning. Jeff Stewart asked why he is not able to utilize his green space to build an accessory building to park his camper in so it is out of sight. Wright stated the zoning limits how big the accessory building is for how much green space is required. Wright stated R2 zoning it is 70% green space and R1 is 60%. Wright stated the books already state the accessory building is not able to be bigger than the house. Freeman- Caddy stated she believes this was in here so it did not become a parking issue. Wright stated the camper length currently is 15ft and he thinks it should state 16ft or else you have to put it in storage. Jim Wohlers stated the 15 ft. setback is messing up his design plan he has been working on and asked when the new rules would take effect. Freeman- Caddy stated 15 days after the Ordinance is passed. Wright stated if there was storm damage or a fire that would change the setback on the older homes otherwise they are grandfathered in. Ogden stated the setbacks change idea was to not block the driveways in the new developments. Freeman- Caddy asked if the board was ready to pass the Subdivision Ordinance at the next meeting and Wilken stated yes. Freeman- Caddy asked if the board wanted to send the Zoning Amendments back to the planning commission or just take out section 8.11 and pass the rest. Wilken stated to send it back to the planning commission and have it all passed at once. Wilken closed the public hearing at 7:31pm.

**New Business**

1. Discussion possible action Insurance Claim for sewer back up- Wilken stated Brad Carlson said he would reach out to Estelle Hansen. Krings stated Brad Carlson had not contacted Estelle nor has Continental Western Group. Wilken stated Carlson was supposed to be here tonight but he is not sure if something came up and will follow up with him.

2. Approve/ Disapprove Claims List A- Wilken made a motion to approve claims list A. Sobota Seconded the motion. Roll call vote: All ayes. Motion carried 4-0. Approve Claims: Wages $7,203.69. American Funds $374.79 (Payroll Liabilities); Internal Revenue Services $2,686.92 (Payroll Taxes); Ashland Disposal $95.26 (Garbage Services); Black Hills Energy $1,014.48 (Natural Gas Services); Brandon Logue $80.00 (EMS Services); Constellation New Energy Gas Division $1,064.77 (Natural Gas Services); Delta Electric $125.00 (Electrical Services); EMS Connect $43.00 (EMS billing); Frontier Coop $232.86 (Fuel); Lori Sobota $100.00 (EMS Services); Midwest Breathing Air LLC $297.27 (Maintenace/ Repair); Midwest Laboratories $22.42 (Routine Testing); NAPA Auto Parts $79.67 (Supplies); Nutrien Ag Solutions $237.50 (Supplies); One Call Concepts $7.20 (Locates); OPPD $1,324.50 (Electrical Services); Page My Cell $550.00 (Services); Quick Med Claims $326.93 (EMS Services); S&L Hardware $82.85 (Supplies); USA Bluebook $122.80 (Supplies); Total Approved: $16,071.31.

1. Discussion Brad Carlson from Jones Group Insurance- Wilken stated Carlson was not here.
2. Approve/ Disapprove UV monitor system for sewer plant- Fergus stated he had this added to the agenda since the state is requiring him to have it for the sewer plant. Fergus stated prior the town went through a company in Omaha and now it is direct from Trojan. Wilken stated it didn’t sound like the Village had an option. Wilken asked Fergus if the quote was with installation. Fergus said it was with him doing it. Gerlach asked if it was a resale? Fergus said no it was not. Wilken made a motion to approve the UT monitor system for the sewer plant not to exceed $8,431.35 plus shipping and handling. Gerlach seconded the motion. Roll call vote: All ayes. Motion carried 4-0.

5. Discussion possible action Village of Greenwood Electrical meter specifications- Wilken stated he read through it and it looks good to him. Gerlach stated he noticed a typo and will get it fixed. Gerlach made a motion to adopt the Village of Greenwood Electrical meter specifications as presented. Johnson seconded the motion. Roll call vote: All ayes. Motion carried 4-0.

6. Discussion possible action Village of Greenwood service regulations- Wilken state the same thing and to put stuff in the correct place. Wilken stated that everything done in the Village needs a state inspection. Gerlach made a motion to approve the Village of Greenwood service regulations. Johnson seconded the motion. Roll call vote: All ayes. Motion carried 4-0.

 7. Discussion water service protocols- Fergus state he asked for this to be put on the agenda due to the issue last Thursday for the water issue with the air being put in the system from a contractor. Fergus stated his license is the one on the line. Fergus stated when making changes the board needs to be made aware and he needs more than a days’ notice. Wilken stated if there is vacation or plans the contractors will have to work around our schedule. Neighbors stated they are still getting air. Fergus stated he will flush again tomorrow. Johnson stated there is nothing on the books about notice it just states insurance has to be on file. Gerlach stated that is why he wants Microsoft so there can be a schedule everyone can see. Krings stated the sewer by her place still has a high spot and it has been that way for over 3 years. Wilken stated they have Spickelmier coming out to jet that portion regularly. Wilken stated Lincoln Water Works wanted the Village to front the bill and it was astronomical. Krings stated she wanted it on record in case there was an issue.

8. Discussion possible action sewer fees without water services- Wilken stated Maureen was looking into the corrections in the book and has not got back to the Village yet. Wright stated than he wants reimbursed for the past charges. Wilken made a motion to table the sewer fees without water service until they hear back from Maureen. Sobota seconded the motion. Roll call vote: All ayes. Motion carried 4-0.

9. Approve/ Disapprove concrete rates for the Village- Sobota made a motion to table the concrete rates for the Village. Wilken seconded the motion. Roll call vote: All ayes. Motion carried 4-0.

10. Discussion possible action Part time maintenance employee- Greve stated she was not sure what the Village wanted to do as far as hiring a maintenance employee. Wilken stated he does not feel we should pay someone a higher wage to run a water sample in or mow. Johnson stated a seasonal employee could help with the mowing etc. Wilken stated he thinks the Personnel Committee needs to make the decision. Fergus stated he needs another set of younger hands for all of the projects going on. Wilken made a motion to have the personnel committee review with the maintenance team what is needed help on. Sobota seconded the motion. Roll call vote: All ayes. Motion carried 4-0.

11. Approve/ Disapprove Road closure from North St to Main St for Greenwood Cleanup Day- Sobota state he would like to close this to keep the flow of traffic in one direction. Sobota made a motion to approve the road closure from 1st to Main on May 4th. Johnson seconded the motion. Roll call vote: All ayes. Motion carried 4-0.

12. Approve/ Disapprove letter for Greenwood Day volunteers in mail- Greve stated the Park and Rec would like for her to send a letter out in all of the utility bills asking for help or they are not going to do the bounce houses for Greenwood Days. Wilken asked if this could be put on the bottom of the bill? Greve stated yes. Greve stated it costs more to send out the envelopes versus a post card and she has to stuff them all. Greve stated maybe a signup genius would be helpful. Gerlach made a motion to table the letter for Greenwood Days volunteers in the mail until they try other avenues. Sobota seconded the motion. Roll call vote: All ayes. Motion carried 4-0.

13. Approve/ Disapprove Street project bids- Wilken stated he reached out to Buyer and Jones and they stated since Pavers has always done Greenwood’s streets they are not stepping on toes. Wilken stated he reached out to constructors and they never got back to him. Wilken stated he didn’t think they needed to do the Broad St projects at this time. Gerlach asked how soon they can be done. Wilken stated as soon as they can. Wilken stated if we put a time frame on it the bid will go up. Sobota made a motion to approve the street project bids from Pavers excluding the Broad St projects and not to exceed $90,000.00. Johnson seconded the motion. Roll call vote: All ayes. Motion carried 4-0.

14. Approve/Disapprove Lincoln Winwater Quote- Wilken stated he had asked the maintenance team before if they had everything for Green Light Subdivision and was told yes. Fergus stated Strode told him they did but they didn’t. Sobota made a motion to approve the Lincoln Winwater Quote for $4,800.00. Gerlach seconded the motion. Roll call vote: All ayes. Motion carried 4-0.

**Board Comments**- Gerlach stated he spoke to Greve and the maintenance team about the GIS mapping. It now references points. Gerlach asked what the status was for the mowers. Stewart stated they were fine. Wilken stated we own all 3. Gerlach stated we should look into replacing them next year. Johnson stated she reached out to her relative for electrical help and he has a possible contact from Lincoln. Wilken stated they have had a few campers disappear lately from in town which is good. Wilken stated the property off of 1st St has had an extension giving by the Cass County Zoning office for April 1st. Wilken stated after that he is out of compliance. Wilken stated the permit has been out on the property for 9 years with no progress.

**Wilken adjourned the meeting at 8:12pm.**

*Respectfully submitted,*

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