

The Village of Nehawka Board of Trustees met in regular session on Wednesday, July 14, 2021 at the Nehawka Community Building. Chairman Bob Sorenson called the meeting to order at 7:00 p.m., noted the Open Meetings Act displayed for public viewing, roll call of the board. In attendance: Bob Sorenson, June Bennett, Jason Jackson and Tim Dineen – absent, John Henderson. Other attendees: Maintenance, Jim Nichols; Attorney, Tom Prickett; Fire and Rescue, Ann Fisher, Melanie Hohenfield, Adam Hamilton, and Kevin Gerkin (entered at 8:10 pm); Carolyn Switzer, Kathy Gregg, Darlene Thorne; Ruth Johnson; Sue Svanda; Krystal Knabe and Nick Rayer.

The June 9, 2021 Regular Meeting minutes were reviewed. Corrected Rescue report that “Four in EMT class passed.” Motion by Bennett, seconded by Jackson to approve minutes as corrected. Motion carried, absent Henderson.

Treasurer’s Report was reviewed. Motion by Jackson, seconded by Dineen to approve report. Motion carried, absent Henderson.

Claims were presented and reviewed. Clerk noted that current year IRS withholding will be electronically withdrawn each month in the amount of \$1,018.71 instead of quarterly payments. Form 941 would still need to be mailed quarterly. Motion to approve claims by Bennett, seconded by Jackson. Motion carried, absent Henderson.

Correspondence: Thank You card for flowers sent for Janice Gansemer funeral (noted that no public funds were used for purchase of flowers and Board was asked to help repay clerk); Email from Nebraska State Historical Society Foundation for library grant application and that total request exceeded funding and Nehawka Library application was not among projects funded. Received check for June 30, 2021 Keno Sales and Proceeds Summary. Nehawka received \$73.63 and proceeds were deposited in Keno Account. Received \$100 donation for mural painting by Park Pavilion. Mural was painted by Rhonda Earith, who will submit an invoice.

Maintenance: Kerns informed about replacing 3 curb stops; water usage very high; met with contractor to provide bid to replace/repair water shed; signed up for online class for CE hours; sewer plant failed e coli test this month because UV bulbs need to be replaced- they have been ordered and received information they have been shipped. Board inquired about how many times plant has failed testing. Keeping up with mowing and spraying.

Rescue: Ann Fisher reported there were 9 calls with 3 handled by Nehawka and 6 handled by Murray. Rescue vehicle is still waiting for body and running board lights repair work, and hydraulics also will need repair. Two EMTs have completed paperwork for State Certification and 2 EMTs are in the process of completing their paperwork to the State.

Public Comment, Concerns and Input: Volunteer offered to mow property at corner of Maple Ave and Elm. Krystal Knabe asked the Board for approval to repair the message board on Elm Street with the help of 2 volunteers. Board voiced their approval to repair the message board.

New Business: Library Checking Account information and background of account was presented by Carolyn Switzer. Noted current Library activities and opening of building. Present balance is \$1,527.44, very low activity of account. Bank Statements mailed to Carolyn and she is only one authorized to sign checks. Board discussed compliance requirements with Government Auditing Standards of the checking account and noted there will need to be 2 signatures for the Library account. Motion by Bennett, seconded by Dineen to add Village Clerk to bank signature card. Motion carried, absent Henderson.

Park Account information was presented by Kathy Gregg. Park funds are kept in a savings account, funded by donations, bank prepares a cashier check or money order to pay bills/repairs, low activity of account, account signees are Sherri Trimmer and Kathy Gregg. Board noted compliance requirements and the need to add an additional signature to bank card. Motion by Bennett, seconded by Dineen to add Village Clerk to bank signature card. Motion carried, absent Henderson.

Purchase of banquet tables/seating for Community Building was discussed. Darlene Thorne noted that building usually accommodates seating for 150 with current seating at 140. Motion by Dineen, seconded by Sorenson to purchase two 6-foot tables and 12 chairs. Motion carried, absent Henderson and Bennett (to answer phone call).

Ordinance No. 2021-1 Relating to Water and Sewer Rates. Chairman Sorenson read Ordinance 2021-1 in its entirety, moved to suspend the three-reading rule. Motion by Jackson, seconded by Dineen to approve. Motion carried, absent Henderson. Discussed water/sewer rates and need to increase water revenue. Motion by Jackson, seconded by Dineen to approve Ordinance No. 2021-1. Motion carried, absent Henderson.

Metro-Billing Services, LLP for EMS claims. Fisher presented information on benefit of changing EMS claims to Metro Billing Services. Noted current company charges 15% of claim and Metro would charge \$23 per claim with a initial fee of \$550, received positive and

very good reviews from current users of company. Motion by Bennett, seconded by Dineen to approve change to Metro-Billing Services, LLP. Motion carried, absent Henderson. Village Clerk to check with Quick Med Claims on procedures to cancel contract.

Sealing of Streets was tabled to the August meeting for additional information on materials.

Tri-State Contractors street repair – waiting on bid and information on materials to be applied – tabled to August meeting.

Village Pickup fringe benefit classification – Discussion regarding IRS benefit rule, adopting a written policy on using town vehicle, flat rate per trip or mileage distance rule, emergency use of vehicle. Board agreed to report benefit to yearly W-2 using \$1.50/trip or \$3/day. Attorney to draft resolution regarding Village vehicle use.

Fence-504 North Street: Board discussed fence construction, nuisance provisions were read, and designated it a nuisance. Enforcement Official to draft Notice of Nuisance and Demand to Abate with personal service by Cass County Sheriff. Attorney to draft Resolution regarding fencing. Motion by Dineen, seconded by Bennett to declare nuisance with personal service per Chapter 91, Health and Safety rules. Motion carried, absent Henderson.

Nebraska Rural Water Board Assn donation was discussed and noted that each year have provided a donation to assist as consultant for water issues. Motion by Sorenson, seconded by Bennett to donate \$100.00. Motion carried, absent Henderson.

Purchase of readable water meters: Noted that approximately 51 readable meters are presently installed, and the same amount is still needed to complete the project. Noted that 2 meters from last purchase have yet to be installed and new board member, Dineen, will need to have a readable meter and that his building could require a commercial size meter. Maintenance to check pricing of a commercial size meter. Motion by Bennett, seconded by Dineen to purchase 15 readable water meters. Motion carried, absent Henderson.

Old Business: Sewer Leak at Sherman Ave and North Street – Note from property owner was read. No repair has been done. Maintenance noted that the location was videoed two times and that no leaks each time were found in Village main. Attorney explained timeline of notifying and procedures of nonpublished notification. Board discussed sewer leak and notification procedures and to serve owner by way of personal service. Motion by Sorenson, seconded by Bennett to declare 504 North Street a nuisance regarding sewer leak and to provide owner a 5-day notice to respond. Motion carried, absent Henderson.

Any other business pertinent to Village Operation. Noted that light pole in park will be replaced by NPPD and that electricity has been turned off. Carolyn Switzer informed about need for a termite application at Library. Maintenance to contact Presto-X to set up. Sorenson noted that next month will need to begin the budget process and clerk to contact accountants.

Motion by Jackson, seconded by Dineen to adjourn at 8:50 p.m. Motion carried, absent Henderson.

**CLAIMS – JULY 2021**

<u>Account</u>	<u>Vendor</u>	<u>Description</u>	<u>Balance Total</u>	
<b>GENERAL</b>	Jimmy Nichols	Salary - Maintenance	2,173.51	
	Patricia Neu	Salary - Clerk/Treasurer	670.23	
	Patricia Neu-Exp	1 roll postage stamps / 500 window envelopes / HP61 cartridge	115.75	
	Bob Sorenson	Quarterly Board Trustee Salary (3 Meetings)	90.00	
	Jason Jackson	Quarterly Board Trustee Salary (3 Meetings)	90.00	
	John Henderson	Quarterly Board Trustee Salary (3 Meetings)	90.00	
	June Bennett	Quarterly Board Trustee Salary (3 Meetings)	90.00	
	Tim Dineen	Quarterly Board Trustee Salary (1 Meeting)	30.00	
	Don's Johns & Septic Plumbing	Ballfield Portable Restrooms - Regular and Handicap	320.00	
	Frontier Coop	Fuel - maintenance pick-up and tractor / garbage bags / 2-4 D / P B Blaster	292.11	
	Future Technologies, now Nextlink Internet	Village Office Internet service	34.16	
	Keckler Oil Company, Inc.	Village truck repair - RF wheel bear hub / both rear u joints / oil & filter	681.48	
	Kerns Excavating	Park water hydrant replacement/repair	575.00	

	Lengemann & Associates	CPA fee - 2020 Waiver and 2020-21 Budget	3,750.00	
	Meeske Hardware Inc.	Laminated Padlock / key made / lynch and hitch pins / bolts / nuts / washers	29.86	
	Nebraska UC Fund	Unemployment Ins - 2021 Qtr 2	12.74	
	Nebraska Dept of Revenue	Form 941N Income Tax Withholding - 2021 Qtr 2	164.00	
	NPPD-217 Sherman Ave	Electricity - Village Whistle	31.58	
	NPPD-217 Sherman Ave	Electricity - Community Bldg parking lights	67.63	
	NPPD-217 Sherman Ave	Electricity - Community Bldg	44.33	
	NPPD-221 Elm St	Electricity - Library	31.58	
	NPPD-301 Main St	Electricity - Park and Pavilion	31.58	
	NPPD-Corner of Main & Elm St	Electricity - Flag Pole Light	31.58	
	NPPD-Main St & Washington	Electricity - Ballfield Lights	176.54	
	NPPD-Main St & Washington	Electricity - Ballfield Concession Stand	82.97	
	NPPD-Streetlights	Electricity - Village Streetlights	383.77	
	Nehawka Vol Fire Dept	May 2021 Fire School Reimbursement	820.42	
	One Call Concepts, Inc.	Utility Location fees	8.07	
	Papillion Sanitation	Community Bldg Trash Service	48.00	
	Presto-X	Community Bldg Pests Application	127.80	
	Reinsch Slattery Bear Minahan & Prickett PC	Village Attorney	187.00	
	Windstream 4022270100	Village Whistle	35.91	
	Windstream 4022279923	Village Office Phone	104.15	
	United States Treasury - Form 941	Employer's Qtrly Fed WH Tax 2021 Qtr 2 - April	1,018.71	
	United States Treasury - Form 941	Employer's Qtrly Fed WH Tax 2021 Qtr 2 - May	1,018.71	
	United States Treasury - Form 941	Employer's Qtrly Fed WH Tax 2021 Qtr 2 - June	1,018.71	
	United States Treasury - Form 941V	Employer's Quarterly Fed WH Tax 2018 Qtr 2	<u>2,282.22</u>	
	<b>Total General Account:</b>			<b>16,760.10</b>
<b>SEWER</b>	Jesse Keene	Back up fee	25.00	
	Frontier Cooperative	Propane	57.75	
	Future Technologies, now Nextlink Internet	Sewer Plant Internet Service	34.16	
	Midwest Laboratories	Sample Test	60.83	
	Meeske Hardware Inc	garden hose connector / 45D and 90D elbows / male and female hose ends / hose / duct tape	71.51	
	Nebraska Dept of Revenue	Form 10 - Sales & Use Tax	761.06	
	NPPD-Nehawka & Maple	Electricity - Sewer Plant	420.50	
	NPPD-Water Treat Newahwka Rd	Electricity - Lights	22.88	
	USA Blue Book	pH Buffer Pack - 1 pint	43.95	
	<b>Total Sewer Account:</b>			<b>1,497.64</b>
<b>WATER</b>	W-Cass County Rural Water District No 1	Water Supplier	3,936.90	
	Hawkins, Inc.	water treatment supplies	138.02	
	Municipal Supply Inc.	6 - curb stops	343.02	
	Meeske Hardware Inc.	torx screws	6.25	
	Nebraska Dept of Revenue	Form 10 - Sales & Use Tax	726.23	
	Nebraska Public Health Env Lab	Monthly Water Sample Test	15.00	
	Nebraska Rural Water Assn	2021 Membership Renewal	100.00	

	NPPD-Maple & Ave N	Water Bldg - Electricity	<u>30.00</u>	
	<b>Total Water Account:</b>			<b>5,295.42</b>
<b>AMBULANCE</b>	Quick Med Claims (Auto Withdrawal on 20th)	Ground Trips/Revenue	122.26	
	Bound Tree	Rescue Squad supplies	318.84	
	Frontier Cooperative	Fuel - Rescue Squad	79.90	
	<b>Total Ambulance Account</b>			<b><u>521.00</u></b>
	<b><u>TOTAL CLAIMS</u></b>			<b>24,074.16</b>

ATTEST: *Patricia Neu*, Village Clerk