

The Village of Nehawka Board of Trustees met in regular session on Wednesday, March 10, 2021 at the Nehawka Community Building. Chairman Bob Sorenson called the meeting to order at 7:06 p.m., noted the open meetings act displayed for public viewing, roll call of the board. In attendance: Bob Sorenson, John Henderson, and June Bennett. Absent, Allen Gansemer and Jason Jackson. Other attendees: Maintenance, Jim Nichols; Attorney, Tom Prickett; Fire and Rescue, Ann Fisher; and Steve Hansen entered at 7:30 p.m.

The February 10, 2021 Regular Meeting minutes were reviewed. Motion by Henderson, seconded by Bennett to approve minutes. Motion carried. Absent, Gansemer and Jackson.

Treasurer's Report was reviewed. Motion by Bennett, seconded by Henderson to approve the report. Motion carried. Absent, Gansemer and Jackson.

Claims were reviewed and discussed Meeske invoice and noted that items purchased should be changed to shovel and reflector. Motion to approve claims as noted by Henderson, seconded by Bennett. Motion carried. Absent, Gansemer and Jackson.

Correspondence: Received an email from Susan Rice that the Summer themed banners have been purchased and \$569.00 has been deposited in General Account. Nehawka Keno funds receipt for the month ending 2/28/2021 totaled \$64.28. Received note from Ed Nemetz regarding some personal information and to remove late fee from water/sewer statement. No action by board to remove late fee.

Maintenance: Jim Nichols reported that the past 4 weeks have been occupied by water breaks and looking for breaks. A break at Main & Elm was repaired by Kerns and in the process the sewer line was cracked because of too close spacing with water line and additional work was needed for repair. The State is helping to locate breaks with their audio device by opening hydrants and manholes. Extra water was noticed at manhole by mortuary and determined that the flow was coming from the Methodist Church which was caused by toilet constantly running. One break will need to be repaired at approximately Washington Ave and Maple Ave. The fire hydrant by the basketball court as witnessed was hit when the extended blade was lowered for snow removal by the State of Nebraska. Have made a couple of calls to Otoe County Road Dept with no call back received. Board recommended calling the main state roads Lincoln phone number. Reported that sewer plant is running okay and needed additional maintenance during cold weather to keep ice from forming. Will attend a CE Class on March 11th.

Rescue: Ann Fisher reported there were 5 calls with 3 handled by Nehawka and 2 handled by Murray. Presented and discussed recertification of vehicles. Fisher noted that she has received a good report on the EMT Candidates currently enrolled in class.

New Business: Steve Hansen addressed the board regarding the late fee incurred on his statement and that he paid-in-full for the whole year-2020. Clerk explained that because of water and sewer rate increase and additional sales tax applied and that there are no paid-in-full statutes or laws recognized in Nebraska, customer was not paid through December and owed for one month by which a late charge was applied. After discussion, board approved removing late fee and customer will need to pay for unpaid month.

Application of EMT candidate, Michelle Ostmann, was presented by Ann Fisher. Ostmann is presently an EMT, joined Nehawka Fire last month, and is a qualified candidate. Motion by Sorenson, seconded by Bennett to approve candidate. Motion carried. Absent, Gansemer and Jackson.

Clerk reported that the life insurance policy with Dearborn Group Insurance was terminated January 31st and a prorated refund check in the amount of \$718.96 was received on March 1st and deposited in the General Account.

Summer theme banners business was tabled until next meeting pending receipt of invoice from Display Sales.

State Auditors letter informing its approval of Nehawka's audit waiver request was reviewed and discussed. It was noted that the list of claims each month will need to be expanded to include descriptions of their respective purpose for each claim allowed.

Water and Sewer auto payment option for monthly statements was reviewed and discussed. Motion by Sorenson, seconded by Bennett to approve payment option. Motion carried. Absent, Gansemer and Jackson.

General Account funds were reviewed. Discussion on billing and accounts needing addition funds, such as IRS withholding debt and number of remaining payments to be paid in 2021, monthly bills that could be downsized, allocation of funds withdrawn from respective accounts as per their purpose, such as postage or supplies bought for the purpose of use for water or sewer account.

Allocation of payroll funds to be withdrawn from highway, water or sewer accounts was discussed. Attorney presented restrictions of each accounts by statute. Highway funds being the most restrictive and use for repair/maintenance and infrastructure of streets/roads or bridges. Sewer account allocation of funds were discussed and noted restrictions by statute. It was determined that part of maintenance salary for sewer plant maintenance could be allocated. Water account allocation of funds was discussed and noted that there are minimum restrictions by statute. Board determined that part of maintenance and clerk salaries would be allocated from water and sewer accounts per percentages and figures presented by Henderson. Motion to approve allocation of payroll funds per percentages presented by Henderson, seconded by Bennett to approve. Motion carried. Absent, Gansemer and Jackson.

Discussion of a daily time sheet and the implementation of use by maintenance and clerk was presented. Discussed its value and justification for budgeting purposes. Determined that time sheets would be implemented beginning March 11th.

Certification of Deposit – Allocation of Funds to General account was presented and discussed. An 18-month CD in the amount of \$10,239.56 would be cashed to help pay for IRS withholding debt and monthly claims. Motion by Henderson, seconded by Bennett to approve. Motion carried. Absent, Gansemer and Jackson.

Consideration of Bond Financing was explained and discussed previous loan for sewer plant, processing fees, and company completing financing. Determined a special meeting would need to be held in 2 weeks on March 24th in order to set up a couple of companies to present information to board to determine ways to approach financing and save on fees. An ordinance to approve funds would need to be drafted. Representatives from Ameritas and D A Davidson would be asked to present at special meeting.

Old Business: Agricultural section division was tabled pending review by Planning Commission. Library roof repair was tabled pending bid from local contractor and Board to check on rafter spacing. Community Building gutter/downspout repair was tabled due to funding matters. Ballfield Light/Pole repair was tabled due to locating an adequate pole and replacement lights can be found. Henderson to check on materials for repair.

Additional business presented – Bennett voiced the need for the church to have a water meter considering information regarding toilet running and using large quantities of water. Discussion held and determined that in order to keep with previous Board approval no meter would be installed at this time. Bennett informed the Board that dog at 420 Sherman Avenue is chained and the chain is long enough to reach the sidewalk. Nuisance letter would be drafted to owners. Bennett asked about how many individuals have keys to Community Building and if a change in lock is warranted. Board discussed and no action taken at this time. Clerk informed the Board of a call received to rent Community Building chairs. Board discussed and stated the current policy is that no chairs or tables can be rented to leave the building due to breakage and liability.

Motion by Bennett, seconded by Henderson to adjourn at 9:40 p.m. Motion carried. Absent, Gansemer and Jackson.

CLAIMS – FEBRUARY 2021

<u>Account</u>	<u>Vendor</u>	<u>Description</u>	<u>Balance Total</u>	
GENERAL	Jimmy Nichols	Salary - Maintenance	2,173.51	
	Frontier Coop	Fuel - maintenance truck	246.13	
	Future Technologies, now Nextlink Internet	Internet service- Clerk Office, Community Building	35.00	
	Microsoft 365 Personal	Annual software subscription - Office	74.54	
	NPPD-217 Sherman Ave	Electricity	447.72	
	NPPD-221 Elm St	Electricity	34.21	
	NPPD-416 Maple St	Electricity	34.21	

	NPPD-Corner of Main & Elm St	Electricity	34.21	
	NPPD-Main St & Washington	Electricity	108.62	
	NPPD-Streetlights	Electricity	391.44	
	Papillion Sanitation	Garbage Service	48.00	
	Patricia Neu-Exp	Expense - Postage to IRS / 1 roll stamps	62.95	
	Patricia Neu-Clerk Salary	Salary - Clerk/Treasurer	670.23	
	Reinsch Slattery Bear Minahan & Prickett PC	Village Attorney	595.00	
	Windstream 4022270100	Village Fire Whistle	33.56	
	Windstream 4022279923	Village Office Phone	101.55	
	United States Treasury -941 Form Penalty	Penalty/Interest Form 941 2015 Qtr 2	1,525.87	
	United States Treasury -941 Form Penalty	Penalty/Interest Form 941 2015 Qtr 4	1,491.29	
	United States Treasury -Form 941-V	Form 941 2017 Qtr 2	<u>2,282.22</u>	
	Total General Account:			10,390.26
SEWER	Jesse Keene - Sewer	Back up fee	25.00	
	Future Technologies, now Nextlink Internet	Internet Service – Sewer Plant	35.00	
	Meeske Hardware	Shovel/Reflector	33.81	
	NPPD-Nehawka & Maple	Electricity	544.67	
	NPPD-Water Treat Newahwka Rd	Electricity	<u>12.19</u>	
	Total Sewer Account:			650.67
WATER	W-Cass County Rural Water Dist No 1	Water Supplier	3,927.00	
	W-Nebraska Public Health Env Lab	Water Sample	15.00	
	W-NPPD-Maple & Ave N	Electricity	<u>86.81</u>	
	Total Water Account:			<u>4,028.81</u>
AMBULANCE	Quick Med Claims (Auto Withdrawal on 20th)	Ground Trips/Revenue	<u>365.64</u>	
	Total Ambulance Account			<u>365.64</u>
	TOTAL CLAIMS			15,435.38

ATTEST: *Patricia Neu*, Village Clerk