

MINUTES

January 12, 2021

The Village Board of Trustees of the Village of Bertrand, Nebraska held a Regular Meeting on Tuesday, January 12, 2021 at 7:30 PM at the Village Hall by publishing in the Holdrege Daily Citizen on January 5, 2021 and posting at the Post Office, Cross Country Market, and Village Office. The agenda for said meeting was kept continuously at the office of the Village Clerk. Present were Chairman TJ Wilcox and Trustees Robert Dahlgren, Lucas Evans, Brian Schroeder, and Fred Spiegel.

The Chairman opened the meeting and publicly stated to all in attendance that a copy of the Nebraska Open Meetings Act was available for review and indicated the location of such copy posted in the room where the meeting was being held.

On a motion by Spiegel, seconded by Schroeder, the consent agenda was approved. Voting Aye, Spiegel, Schroeder, Dahlgren, Evans, Wilcox. The items are the consent agenda were as follows: Minutes of the Regular Meeting on December 8, 2020; Village financials for December; Village payables for December in an amount not to exceed \$57,500; Village employees' salaries for January in an amount not to exceed \$34,000; Special Designated Liquor license request from Blue Moose Bar & Grill for the Hi-Line Golf Course fundraiser on February 6, 2021 at the Bertrand Community Building; Special Designated Liquor license request from the Blue Moose Bar & Grill for a Valentine's Day party on February 14, 2021 at the Blue Moose; Fence Permit request from Amanda Gardine to construct a custom metal fence at 305 Highland Ave. The Village payables are as follows:

AC-Armor Coating	AR-Auto Repair	CG-Curb & Gutter	DF-Dues, Fees Subscriptions
EL-Extra Labor	EQ-Equipment	ER-Equipment Repair	FP-Food Pantry
FR-Freight	FU-Fumigation	GA-Garbage Collection	GC-Gravel/Cold Mix
GG-g2g Donations	GO-Gas, Oil, Tires	GRA-Grant	GRO-Grave Opening
GS-Garage Sales	IMP-Improvement	INS-Insurance	INT-Internet
LAB-Labor	LAW-Law Enforcement	LEG-Legal	LF-Landfill
LP-Lease Payment	MH-Machine Hire	MI-Miscellaneous	MIL-Mileage/Meals
NH-Nursing Home Loan	OS-Office Supplies	PC-Pool Concessions	PF-Professional Fees
PP-Pool Project	PR-Printing/Publishing	RM-Repair/Maintenance	SCH-Schooling
SR-Snow Removal	ST-Sales Tax	SS-Shop Supplies	SU-Supplies
TE-Telephone	TL-Tobacco/Liquor License	UT-Utilities	WT-Water Testing

<b><u>CEMETERY</u></b>		<b><u>SEWER</u></b>	
Salaries/Taxes/Benefits	230.50	Salaries/Taxes/Benefits (Dec.)	2,079.72
Southern Power UT	31.00	C Plus GO	15.88
	<u>261.50</u>	CHS GO	14.53
<b><u>GARBAGE COLLECTION</u></b>		Southern Power UT	306.39
Waste Connection of NE GA	5,849.69	Verizon TE	10.48
	<u>5,489.69</u>		<u>2,427.00</u>
<b><u>GENERAL</u></b>		<b><u>STREET</u></b>	
Salaries/Taxes/Benefits (Dec.)	3,667.58	Salaries/Taxes/Benefits (Dec.)	7,219.39
Amazon (card services) OS	98.13	Barco Municipal Supply SS FR	1,729.88
ATC Communications INT	40.65	Jim Bennett SR	48.00
Bertrand Schools TL	520.00	Black Hills Energy UT	104.88
Black Hills Energy UT	47.76	C Plus GO	315.77
Capital Business Systems LP	106.20	Cash Statement MI	1.40
Capital Business Systems LP OS	262.40	CHS GO	140.53
Corporate Warehouse SU FR	1,559.55	CHS GO	92.38

<b><u>GENERAL (cont.)</u></b>		<b><u>STREET (cont.)</u></b>	
Cross County Market OS	5.38	K & D Motor & Electric SS	148.48
ETSY (card services) OS	9.00	Southern Power UT	1,438.23
Holdrege Daily Citizen PR	121.73	Svoboda's ACE Hardware SS	11.36
Nebraska Dept. of Revenue ST	2.00	Verizon TE	51.54
Officenet OS	89.75		<b>11,301.84</b>
One Call Concepts PF	3.07	<b><u>WATER</u></b>	
PCDC PF	1,500.00	Salaries/Taxes/Benefits (Dec.)	17,538.32
Southern Power UT	206.00	Ag Systems MH	745.00
Spectrum INT TE	194.39	Black Hills Energy UT	71.25
Woodward's Disposal	10.00	C Plus GO	31.77
	<b>8,443.59</b>	Cash Statement MI	7.75
<b><u>LAW ENFORCEMENT</u></b>		Central Dist. Health Dept. WT	143.50
Salaries/Taxes/Benefits (Dec.)	1,958.12	CHS GO	29.04
Holdrege Daily Citizen PR	7.77	Holdrege Electric ER LAB ST	424.04
Verizon TE SU	124.72	Menards SS	149.99
	<b>2,090.61</b>	Municipal Supply Inc. ST	48.62
<b><u>PARK</u></b>		NE Public Health WT	16.00
Salaries/Taxes/Benefits (Dec.)	663.37	Nebraska Dept. of Revenue ST	1,384.53
Southern Power UT	363.23	Southern Power UT	1,338.00
	<b>1,026.60</b>	Spectrum TE INT	84.97
<b><u>POOL</u></b>		Verizon TE	20.96
GSI Engineering PP	2,675.00	Ward Laboratories, Inc. WT	22.00
Southern Power UT	148.00	Woodward's Disposal MI	10.00
	<b>2,823.00</b>		<b>22,065.74</b>
		<b><u>YARD WASTE/RECYCLING</u></b>	
		Salaries/Taxes/Benefits (Dec.)	235.91
		Frontier TE	115.54
		Reliable Pest Control FU	43.00
		South Central Sanitation LF	381.13
			<b>775.58</b>

Amy Grube, Nursing Home and Assisted Living Administrator, gave the Nursing Home report. The current census for the Nursing Home is 13 residents and 8 residents in Assisted Living. Grube informed the Board that vaccinations were offered to the staff and residents on January 11, 2021. They are allowing in-house visitations with certain guidelines. The Maintenance Supervisor has resigned and Grube will be advertising to fill this position.

On a motion by Schroeder, seconded by Dahlgren, the Nursing Home's financials for the month of November were accepted. Voting Aye, Schroeder, Dahlgren, Evans, Spiegel, Wilcox. On a motion by Spiegel, seconded by Schroeder, a split in the Nursing Home January payables to the First State Bank in the amount of \$1,879.10 was accepted. Voting Aye, Spiegel, Schroeder, Evans, Wilcox. Abstaining, Dahlgren. On a motion by Dahlgren, seconded by Schroeder, the remaining January payables were accepted in an amount not to exceed \$100,000. Voting Aye, Dahlgren, Schroeder, Evans, Spiegel, Wilcox. On a motion by Dahlgren, seconded by Schroeder, the Nursing Home employees' salaries for the month of February in an amount not to exceed \$100,000 were accepted. Voting Aye, Dahlgren, Schroeder, Evans, Spiegel, Wilcox. The payables and salaries are as follows:

<b>NURSING HOME</b>			
<b>Paid</b>			
Salaries/Taxes/Benefits	79,279.33	Amy Grube	532.58
American Healthtech	397.38	Joey Kugler	59.98
Black Hills Energy	959.27	State Fire Marshal	50.00
Charter	106.97	Dollar General	3.50
HCIS	80.00	Penny Martinez	149.35
RHD	11,633.00	Morten Electric	225.00
Direct TV	362.90	USPS	220.00
Intuit	606.96	AACO	7,500.00
CHS	264.33	D & M	210.00
			<b>102,640.55</b>
<b>Not Paid</b>			
AACO	5,652.46	Midwest Automation Sprinkler	433.35
Cash Wa	1,178.70	Nurses, Inc.	19,302.00
Central Valley Electric	255.90	Oak Haven Aviaries	309.95
Compufact	44.00	Phelps County Senior Center	60.00
C Plus	213.08	Providence Engraving	10.24
Cross Country Market	81.61	Reliable Pest Control	41.00
Ecolab	178.68	Secrest Consulting	159.00
Family Medical Specialties	59.00	SFM	2,790.00
First State Bank	1,879.10	Shane Smith	300.00
Frontier	611.32	SpartanNash	13.58
HD Supply	103.96	Stericycle	126.49
Hobart	2,779.00	Southern Power	2,437.00
Holdrege Pharmacy	3,623.07	Stanley Healthcare	1,095.00
InSpire	10,592.80	Svoboda's ACE Hardware	1,149.88
Marlin Bank	506.29	Sysco	2,937.61
McKesson	1,222.75	Village of Bertrand	511.03
Barb Metzger	263.10	WeCare	796.50
Mid-American Research	248.42	Woodward's Disposal	23.75
			<b>61,989.62</b>
<b>UNPAID</b>	61,989.62		
<b>PAYABLES (est.)</b>	35,000.00	<b>PAYROLL (est.)</b>	96,000.00
	96,989.62	<b>BOARD APPROVAL</b>	100,000.00
<b>BOARD APPROVAL</b>	100,000.00		

On a motion by Schroeder, seconded by Dahlgren, a payable to Evans Repair in the amount of \$20.00 was accepted. Voting Aye, Schroeder, Dahlgren, Spiegel, Wilcox. Abstaining, Evans. On a motion by Schroeder, seconded by Spiegel, a payable to the First State Bank in the amount of \$10,064.03 was accepted. Voting Aye, Schroeder, Spiegel, Evans, Wilcox. Abstaining, Dahlgren.

Jeremy Nelson, Bertrand Rural Fire Protection District, approached the Board with questions regarding a new fire hall for the district. He asked if the Village would be willing to sell the property where the current fire hall resides. The Board informed him that that would be acceptable. Further discussion regarding the sale of the property will be held at a later time.

On a motion by Schroeder, seconded by Dahlgren, updates to the Employee Manual Chapters 1 through 5 were approved as presented. Voting Aye, Schroeder, Dahlgren, Evans, Spiegel, Wilcox.

On a motion by Dahlgren, seconded by Schroeder, the Purchase Agreement for the Village of Bertrand to purchase the West 45' of Lot 6, Block 2 in the 2<sup>nd</sup> Addition to the Town of Bertrand, Phelps County from Southern Power in the amount of \$1.00 was approved. Voting Aye, Dahlgren, Schroeder, Evans, Spiegel, Wilcox.

On a motion by Spiegel, seconded by Schroeder, a quote from Sargent Drilling in the amount of \$30,176.77 to make repairs to Well #1 was approved. Voting Aye, Spiegel, Schroeder, Dahlgren, Evans, Wilcox.

On a motion by Dahlgren, seconded by Schroeder, the discussion regarding chickens within the corporate limits of Bertrand was tabled until the February Regular Meeting. Voting Aye Dahlgren, Schroeder, Evans, Spiegel, Wilcox.

On a motion by Wilcox, seconded by Evans, the Board adjourned into Executive Session at 8:00 PM. Voting Aye, Wilcox, Evans, Dahlgren, Schroeder, Spiegel. On a motion by Wilcox, seconded by Schroeder, the Board came out of Executive Session at 8:07 PM. Voting Aye, Wilcox, Schroeder, Dahlgren, Evans, Spiegel. Wilcox and Schroeder were appointed to the Hiring Committee.

James Nelson, Village Ordinance Officer, gave his report to the Board. Nelson had a few dog-at-large calls over the Holiday weekend. He spoke with a resident regarding the removal of a camper. He is currently taking a two-day training course.

Matt Gregg, Utilities Superintendent, gave his report to the Board. He stated that the sewer lagoon is full on the west side. He also provided the Board with the Village's Annual Water Usage Comparison.

Lori Vinzant, Village Clerk, gave her report to the Board. She informed the Board of a grant from Hope Lutheran Church. She also said that the Mid-Winter Conference for Board Members is not currently scheduled for 2021.

The meeting adjourned at 8:22 PM

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Lori Vinzant, Village Clerk

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TJ Wilcox, Chairman of the Board