

MINUTES

April 12, 2022

The Village Board of Trustees of the Village of Bertrand, Nebraska held a Regular Meeting on April 12, 2022, at the Village Hall by publishing in the Holdrege Daily Citizen on April 4, 2022, and posting at the First State Bank, Post Office, and Village Office. The agenda for said meeting was kept continuous at the office of the Village Clerk and was available for public review. Present were Chairman TJ Wilcox and Trustees Robert Dahlgren, Lucas Evans, Brian Schroeder, and Fred Spiegel. Dahlgren joined the meeting at 7:58 PM.

The Chairman opened the meeting at 7:30 PM and publicly stated 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 Schroeder, seconded by Spiegel, the consent agenda was approved. Voting Aye, Schroeder, Spiegel, Evans, Wilcox. Dahlgren absent. The items on the consent agenda were as follows: approval of the meeting minutes for the Regular Meeting on March 8, the Board of Zoning Adjustments Hearing on March 8, and the Special Meeting on March 22, 2022; the Village financials for the month of March; corrected Cash Fund Balances reports for October 2021 through January 2022; the Village payables for the month of March in an amount not to exceed \$190,000; and the Village employee salaries for the month of April in an amount not to exceed \$25,000. The March 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	FUND- Pool Fundraiser	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
REN-Rental	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>CEMERTERY</u></b>		<b><u>SEWER</u></b>	
Salaries/Taxes/Benefits (March)	240.87	Salaries/Taxes/Benefits (March)	1,989.12
Southern Power UT	30.00	C Plus GO	54.80
	<b>270.87</b>	Central Valley Irrigation SU	11.03
<b><u>GARBAGE COLLECTION</u></b>		Chase Credit Card OS ST SU EQ	260.44
Waste Connection of NE GA	5,529.44	Evans Construction RM	8,795.00
	<b>5,529.44</b>	FNIC INS	1,084.80
<b><u>GENERAL</u></b>		Southern Power UT	248.03
ATC Communications INT ST	40.65	Verizon TE	27.77
Black Hills Energy UT	109.54		<b>12,470.99</b>
Capital business Solutions LP	110.20	<b><u>STREET</u></b>	
Chase Credit Card OS ST EQ	1,070.49	Salaries/Taxes/Benefits (March)	6,882.66
Computer Assistance PF	371.25	Auto Shack GO	21.50
Cross Country Market OS FP	92.76	Barco Municipal Products IMP	364.98
Eakes Office Solutions OS	190.88	Black Hills Energy UT	306.27
Holdrege Daily Citizen PR	108.78	C Plus GO	523.83

<b>GENERAL (cont.)</b>		<b>STREET (cont.)</b>	
Josh Vinzant SCH	185.90	Chase Credit Card OS ST SU EQ	260.44
One Call Concepts PF	9.56	Choice Paint & Supply CG ST	145.50
Schroeder Heating RM FR LAB	1,652.80	Menard's CG	106.40
Southern Power UT	173.00	Southern Power UT	1,368.06
Spectrum INT TE ST	288.93	Verizon TE	40.61
USPS OS	116.00		<b>10,050.25</b>
Woodward's Disposal MI DF	12.50		
	<b>4,533.24</b>	<b>WATER</b>	
<b>LAW ENFORCEMENT</b>		Salaries/Taxes/Benefits (March)	13,314.64
Salaries/Taxes/Benefits (March)	1,371.35	Black Hills Energy UT	314.74
Verizon TE	42.84	C Plus GO	109.61
	<b>1,414.19</b>	Cash Statement WT	29.25
<b>PARK</b>		Chase Credit Card OS ST SU EQ	1,518.17
Salaries/Taxes/Benefits (March)	682.46	Computer Assistance PF	371.25
Southern Power UT	216.20	Josh Vinzant SCH	185.90
	<b>898.66</b>	Municipal Supply Inc. SU ST	1,020.43
<b>POOL</b>		NE Department of Revenue ST	605.03
Chase Credit Card SU	58.96	NMPP DF	746.51
GSI Engineering PP	1,230.90	Schroeder Heating FM FR LAB	1,652.81
JEO Consulting PP	20,547.25	Southern Power UT	1,074.00
RMV Construction PP	107,548.55	Spectrum INT TE	112.44
	<b>129,385.66</b>	USPS OS	116.00
<b>YARD WASTE/RECYCLING</b>		USPS Bulk Mail OS	103.79
Salaries/Taxes/Benefits (March)	240.87	Verizon TE	55.57
ATC Communications INT ST	100.00	Woodward's Disposal MI DF	12.50
Platte Valley Comm. PF	265.10		<b>21,342.64</b>
Reliable Pest Control FU	47.00		
South Central Sanitation LF	1,16.16		
Southern Power UT	357.00		
	<b>2,179.13</b>		
<b>TOTAL</b>	<b>188,075.07</b>		

Amy Grube, Nursing Home and Assisted Living Administrator, gave her report to the Board. The current census for the Nursing Home is 20 residents and 6 residents for the Assisted Living. Grube reported that Private Pay may increase next month. On a motion by Spiegel, seconded by Evans, the Nursing Home's financials for the month of February were accepted. Voting Aye, Spiegel, Evans, Schroeder, Wilcox. Dahlgren absent. On a motion by Schroeder, seconded by Spiegel, the Nursing Home's payables for the month of April were accepted in an amount not to exceed \$115,000. Voting Aye, Schroeder, Spiegel, Evans, Wilcox. Dahlgren absent. On a motion by Spiegel, seconded by Schroeder, the Nursing Home's employees' salaries for the month of May were accepted in an amount not to exceed \$100,000. Voting Aye, Spiegel, Schroeder, Evans, Wilcox. Absent Dahlgren. The Nursing Home's payables and salaries are as follows:

<b>NURSING HOME</b>			
<b>Paid</b>			
Salaries/Taxes/Benefits (March)	72,457.92	HCIS	80.00
American Healthtech	397.38	Monica Alvarez	194.52

<b>NURSING HOME (cont.)</b>			
AACO	13,431.35	Nationwide	4,315.74
AMGL	130.00	Petty Cash	284.25
Black Hills Energy	1,309.15	Petty Cash	292.86
Charter	117.97	RHD	12,098.00
CLIA	180.00	Spartan Nash	219.22
Direct TV	376.19		<b>105,884.55</b>
<b>Not Paid</b>			
AACO	16,439.09	Nurses Incorporated	23,449.27
Agape Medical Staffing	288.00	Providence Engraving	32.94
Barbara Metzger	285.60	Queen Bee Staffing	3,403.00
CAMAS Publishing	80.60	Quill	195.92
Cash Wa	1,087.37	Reliable Pest Control	46.00
Compufact	111.00	Secret Consulting	300.0
C Plus	626.09	Shane Smit	300.00
Cross Country Market	178.63	Southern Power	3,081.00
Dollar General	45.50	Stanley Healthcare	382.49
Family Medical Specialties	193.05	Stericycle	132.49
First State Bank	1,879.10	Svoboda's ACE Hardware	101.58
Holdrege Daily Citizen	118.40	Sysco	6,891.57
Holdrege Pharmacy	684.19	Village of Bertrand	511.70
InSPIRE	12,586.80	WeCare	1,413.00
Lincoln Journal Star	268.84	Woodward's Disposal	26.00
McKesson	3,400.10		<b>78,540.32</b>

Sharon Hueftle, SCEDD representative, presented the Board with the Bertrand Housing Authority apartment complex program. SCEDD will be assisting the Bertrand Housing Authority on a grant application for a 5-unit apartment complex. The grant deadline is May 2022, with the funds to be dispersed by December 31, 2022, and breaking ground on construction in April 2023. On a motion by Spiegel, seconded by Schroeder, Diann Corbitt was reappointed to the Bertrand Housing Authority. Voting Aye, Spiegel, Schroeder, Evans, Wilcox. Dahlgren absent. On a motion by Spiegel, seconded by Schroeder, the Village of Bertrand was approved as the applicant for the NE Affordable Housing Trust Fund. Voting Aye, Spiegel, Schroeder, Evans, Wilcox. Dahlgren absent. On a motion by Spiegel, seconded by Schroeder, the application for the NE Affordable Housing Trust Fund \$500,000 for the construction of a new apartment complex. Voting Aye, Spiegel, Schroeder, Evans, Wilcox. Dahlgren absent. On a motion by Spiegel, seconded by Schroeder, the Chairman of the Village Board was approved to sign all documents associated with the application, awards, and contracts for the NE Affordable Trust Fund. Voting Aye, Spiegel, Schroeder, Evans, Wilcox. Dahlgren absent. On a motion by Schroeder, seconded by Spiegel, the Bertrand Housing Authority was approved as the sub-recipient, borrower, owner, and manager of the new apartment complex facility. Voting Aye, Schroeder, Spiegel, Evans, Wilcox. Dahlgren absent.

On a motion by Schroeder, seconded by Spiegel, a split in the March payables to Evans Construction in the amount of \$8,795.00 was accepted. Voting Aye, Schroeder, Spiegel, Dahlgren, Wilcox. Evans abstained. On a motion by Dahlgren, seconded by Spiegel, a split in the March payables to Schroeder Heating & Air in the amount of \$3,305.16 was accepted. Voting Aye, Dahlgren, Spiegel, Evans, Wilcox. Schroeder abstained.

On a motion by Spiegel, seconded by Schroeder, Resolution No. 467 regarding the Yard Waste Site rules and regulations was adopted. Voting Aye, Spiegel, Schroeder, Dahlgren, Evans, Wilcox. The resolution reads as follows:

**RESOLUTION NO. 467**  
**of the**  
**VILLAGE OF BERTRAND, NEBRASKA**

**WHEREAS THE BOARD OF TRUSTEES OF THE VILLAGE OF BERTRAND, NEBRASKA DEEMS IT ADVISABLE TO ADOPT CERTAIN RULES AND REGULATIONS WITH RESPECT TO THE USE OF AND ACCESS TO THE VILLAGE'S YARD WASTE SITE.**

**NOW, THEREFORE, BE IT RESOLVED BY THE CHAIRMAN AND BOARD OF TRUSTEES OF THE VILLAGE OF BERTRAND, NEBRASKA, AS FOLLOWS:**

The use and access to the Village of Bertrand's Yard Waste Site shall be governed by the following rules and regulations:

1. **Access.** Access to the Yard Waste Site shall be controlled by gate access cards issued by the Village. Except as specifically provided otherwise herein, cards shall only be issued to residents of the Village of Bertrand ("residents") and to non-residents who have contracted with the Village to have water service provided to their residence or business ("non-resident water users"). If residents or non-resident business owners do not contract water service with the Village, a monthly Yard Waste Site fee will be charged.
2. **Card Issuance.** One card will be issued per qualifying household and/or business. Residential card holders are prohibited from lending their card to anyone who is not a member of their immediate household. Business card holders are prohibited from lending their card to anyone who is not an owner or employee of the business and, in any event, only yard waste relating to the qualifying business shall be taken to the Yard Waste Site. If such household or business allows such use, a fine of up to five hundred dollars (\$500.00) per violation, possible restitution fees, and 30 days suspension of the card will be enforced.
3. **Card Fees.** No fee is required for issuance of the first card per household or business. However, a five-dollar (\$5.00) fee must be paid to the Village prior to issuance of replacement card in the event the initial card is lost or destroyed.
4. **Trees.** Non-residents who have not contracted with the Village to have water or yard waste services provided to their residence or business may apply to the Village to dump trees and branches at the designated area(s) of the Yard Waste Site; provided that such individuals' or businesses; access to and use of the Yard Waste Site shall be limited to the dumping of trees and branches. Prior to receiving an access card for the limited use of dumping of trees and branches, such individuals and businesses shall also be subject to the following rules and regulations:
  - a. Commercial tree service businesses shall first pay a deposit of fifty dollars (\$50.00) to the Village. The access card shall be valid for a period of two (2) days from issuance. The deposit shall be returned if the access card is returned to the Village before it becomes invalid.
  - b. Individuals and businesses who are not commercial tree service businesses shall first pay a deposit of twenty-five dollars (\$25.00) to the Village. The access card shall be valid for a period of twenty-four (24) hours from issuance. The deposit shall be returned if the access card is returned to the Village before it becomes invalid.

c. In addition to the applicable deposit required, any individuals, businesses, or contracted Yard Waste Site users (other than residents and non-residents water users) shall be subject to the following fees for the dumping of trees and/or branches:

- |                   |                  |
|-------------------|------------------|
| i. Trucks         | \$20.00 per load |
| ii. Pickup Trucks | \$10.00 per load |
| iii. Cars         | \$5.00 per load  |

**5. Regulations.**

- a. Only grass, leaves, garden waste, branches, trees, and white goods will be allowed at the Yard Waste Site.
  - i. White goods include refrigerators, stoves, washers, dryers, dishwashers, and hot water heaters.
- b. No more than three (3) vehicles will be allowed in the dumping area at the same time.
- c. All items must be separated before dumping.
- d. The pit is for trees, twigs, small branches, and untreated wood only.
- e. The grass pile is for grass, leaves, and garden/yard waste. If these items are transported in plastic bags or other containers, they will have to be dumped out and the bag or container taken back. Absolutely no cans, plastic, paper, etc. can be mixed with the grass, leaves, or garden/yard waste.
- f. Batteries, tires, chemicals, or paint are strictly prohibited from the Yard Waste Site.
- g. Wire, bedsprings, furniture, TVs, and small appliance are allowed in the large dumpster located at the site.
- h. Any shingles, siding, or other building materials that might contain asbestos are strictly prohibited at the Yard Waste Site.
- i. Ashes, coals, cinders, or any other flammable residue from wood or coal burning stove/pit, shall be soaked in water before dumping.

**6. Violations.**

- a. Any violation of this Resolution shall subject the person and/or entity violation the Resolution to a fine of up to, but no more than, five hundred dollars (\$500.00) and possible restitution fees.
- b. The Municipal Superintendent is hereby authorized to assess a fine of up to, but no more than, five hundred dollars (\$500.00), restitution fees, and/or the suspension of card for 30 days per violation, in which event the fine/fees shall be due and payable to the Village Clerk within ten (10) days of the issuance of the citation.
- c. The following shall subject persons and/or entities to an immediate loss of privileges to access to and use of the Yard Waste Site, and require immediate return of the access card to the Village Clerk:
  - i. A second or further violation of this Resolution; and/or
  - ii. Failure to pay a fine on or before the due date thereof.
- d. Subsequent issuance of an access card after a second or further violation shall be at the discretion of the Village Board of Trustees or designated representative thereof.

This resolution repeals all prior Resolutions in conflict herewith.

**PASSED AND APPROVED THIS 12<sup>TH</sup> DAY OF APRIL 2022**

On a motion by Spiegel, seconded by Schroeder, Resolution No. 468 regarding the Cemetery rules and regulations was adopted. Voting Aye, Spiegel, Schroeder, Dahlgren, Evans, Wilcox. The resolution reads as follows:

**RESOLUTION NO. 468**

**of the**

**VILLAGE OF BERTRAND, NEBRASKA**

**WHEREAS THE BOARD OF TRUSTEES OF THE VILLAGE OF BERTRAND, NEBRASKA DEEMS IT ADVISABLE TO ADOPT CERTAIN RULES AND REGULATION WITH RESPECT TO THE HIGHLAND CEMETERY OF BERTRAND, NEBRASKA.**

**NOW, THEREFORE, BE IT RESOLVED BY THE CHAIRMAN AND BOARD OF TRUSTEES OF THE VILLAGE OF BERTRAND, NEBRASKA AS FOLLOWS:**

The Highland Cemetery shall be governed by the following rules and regulations:

**1. Plots.**

- a. A single grave site is five feet by ten feet (5'x10') and dug at five feet (5') deep. Lots in most areas of the cemetery are four (4) space burials (20'x10'), but some blocks are available with eight (8) space burials (20'x20').
- b. Only two (2) cremation burials will be allowed per plot and one (1) cremation on plot with existing burial.
- c. Unused cemetery plots can only be sold to the Village of Bertrand for the price paid at the time of purchase.
- d. Village Clerk and Utilities Superintendent must be notified before any burial or cremation so that the grave site and headstones may be marked ahead of time.
- e. The following rates apply for the purchase and openings of plots:
- f.     Lot Purchase Fees:         \$150.00 per single burial plot for Resident  
  \$300.00 per single burial plot for Non-Resident  
       Grave Opening Rates:     \$600.00 per space at time of burial for Mausoleum Apron  
  \$525.00 per space at time of burial for Deep Grave  
  \$100.00 per space at time of burial for Cremation  
  \$100.00 per space at time of burial for Infant Grace
- g. That the funeral home ordering the grave opening and closing be charged \$600.00 for the digging of a mausoleum grave. A payment of \$500.00 will be made to the grave digger and \$25.00 will be deposited into the Perpetual Care Fund. That the funeral home ordering the grave opening and closing be charged \$525 for the digging of a deep grave. A payment of \$500.00 will be made to the grave digger and \$100.00 will be deposited into the Perpetual Cared Fund.

**2. Headstones.**

- a. All headstones must be placed at the west end of the lot aligned in the west two feet (2') of the plot. Stone placement must be made in line with other headstones.
- b. Setting of stone marker must have at least five-inch (5") setback from base around stone.
- c. Vases may be added only if in line with headstones and are within boundaries of the plot.
- d. Flat or ground level foot stones are allowed but Village will not be responsible for any damage that may occur from maintenance.

- e. Mausoleums and flat stones no higher than eight inches (8") allowed in the New West Section.
- f. Only flat stones no higher than eight inches (8") allowed in the New East Section.
- g. On plots with more than one (1) burial, one (1) traditional headstone is allowed. The remaining stones must be flat or ground level.

**3. Flower and Trees.**

- a. Memorial Day flowers will be left upon the graves for a period of seven (7) days. If not removed by that time, said decorations will be discarded by the Village.
- b. Plants and trees are only allowed at the discretion of Utilities Superintendent and must be in two foot (2') area of the headstone.
- c. Reasonable decorations are allowed but can be removed if not able to maintain properly or if they are an obstruction.
- d. No glass is allowed.
- e. All grave decorations will be removed at mowing time and the Village is not fiscally responsible for said decorations.
- f. Veterans Plaques, Flags and Poles can be purchased at the following rates:

Plaque Only	\$25.00
Plaque and Flag	\$50.00
Plaque, Flag, Pole	\$100.00

This resolution repeals all prior resolutions, and parts thereof, in conflict herewith.

**PASSED AND APPROVED THIS 12<sup>TH</sup> DAY OF APRIL 2022.**

On a motion by Spiegel, seconded by Schroeder, the discussion regarding the purchase of a trailer for the Park and Cemetery was tabled until a later date. Voting Aye, Spiegel, Schroeder, Dahlgren, Evans, Wilcox.

On a motion by Schroeder, seconded by Spiegel, the Contractor's Application for Payment No. 8 from RMV Construction, as approved by JEO Consulting, in the amount of \$107,548.55 was approved. Voting Aye, Schroeder, Spiegel, Dahlgren, Evans, Wilcox. On a motion by Spiegel, seconded by Dahlgren, the Change Order Request No. 3 from RMV Construction to add 37 additional working days to the contract for the pool project was denied. Voting Aye, Spiegel, Dahlgren, Evans, Schroeder, Wilcox.

On a motion by Dahlgren, seconded by Evans, the motion to approve Popple's Construction to complete the concrete work at the north end of the swimming pool made on March 22, 2022, at the Special Meeting was rescinded. Voting Aye, Dahlgren, Evans, Schroeder, Spiegel, Wilcox. On a motion by Spiegel, seconded by Schroeder, TL Sund was approved to complete the concrete project at the north end of the swimming pool. Voting Aye, Spiegel, Schroeder, Dahlgren, Evans, Wilcox.

The Board discussed a possible Vacant Houses ordinances. More information regarding this ordinance will be provided at a later meeting.

The Board discussed the upcoming employee evaluations. It was decided that no employee reviews will be needed.

On a motion by Schroeder, seconded by Spiegel, Resolution No. 469 regarding the abatement of a nuisance property was approved. Voting Aye, Schroeder, Spiegel, Dahlgren, Evans, Wilcox. The resolution reads as follows:

**RESOLUTION NO. 469  
of the  
VILLAGE OF BERTRAND, NEBRASKA**

**Rescinding Prior Resolution No. 2021-445 (6001) – DECLARED NUISANCE**

**WHEREAS**, THE Village of Bertrand is engaged in a Nuisance Abatement process; and  
**WHEREAS**, the Village has appointed James Nelson as the Village Nuisance Officer; and  
**WHEREAS**, the Nuisance Officer identified and confirmed that in his opinion a nuisance existed as defined by Federal, State, or Village law; and the Village Board at a regular meeting, identified a nuisance property, supported by evidence; and  
**WHEREAS**, the Nuisance Officer now has evidence that the nuisance violation declared in Resolution No. 2021-445:6001 is abated and the property cleared of nuisances.  
**NOW, THEREFORE, BE IT RESOLVED**, that the Village of Bertrand rescinds Resolution No. 2021-445:6001 on the following property:

2021-BERT-6001	BERTRAND 2 <sup>ND</sup> ADDITION LOTS 4-5 BLK 4	910 KANE
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**PASSED AND APPROVED THIS 12<sup>TH</sup> DAY OF APRIL 2022.**

James Nelson, Village Ordinance Officer, gave his report to the Board. He stated that there is finally a possible solution for the dog that has been running at large throughout the Village for the last several months. He will have more information at the next meeting.

Matt Gregg, Utilities Superintendent, gave his report to the Board. He informed the Board that there was vandalism at the restrooms at the Park. He will be pursuing grants for a camera security system for the Park and the Pool. The Board granted a \$100 reward for anyone with information about the vandalism. Gregg also reported that RMV Construction will be covering the cost of the drip edge, with the correct Royal Blue color that the Village has requested. The pool has been filled with water. There were a couple of issues with the manhole filling with water. These issues will be corrected in the next week.

Lori Vinzant, Village Clerk, gave her report to the Board. She requested that she and Pam Long, Office Administrator, attend a financial conference in Kearney June 15-17, 2022. She also informed the Board that the Line Mile report is due to the State in July. There is a street that needs to be closed. She will plan a Planning Commission Hearing and a Board of Zoning Adjustments Hearing for the next meeting date.

The meeting adjourned at 8:43 PM.

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Lori Vinzant, Village Clerk/Treasurer

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TJ Wilcox, Chairman of the Board