

MINUTES

February 13, 2018

The Village Board of Trustees held a Regular meeting on February 13, 2018 at 7:30 PM at the Village Hall by posting in the Bertrand Herald on February 1, 2018 and posting at the First State Bank, Post Office and Village Office. Present were Chairman TJ Wilcox, Trustees Robert Dahlgren, Lucas Evans, Brian Schroeder and Jerold Weber. Dahlgren joined the meeting at 7:34 PM.

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

On a motion made by Weber, seconded by Schroeder, the minutes of the Regular meeting held on January 9, 2018 and the Special meeting held on January 29, 2018 were accepted. Voting Aye, Weber, Schroeder, Evans, Wilcox.

On a motion by Schroeder, seconded by Evans, the Village Financials for the month of January were approved. Voting Aye, Schroeder, Evans, Weber, Wilcox.

On a motion by Weber, seconded Evans, the payable to Schroeder Heating & Air for \$182.00 was approved. Voting Aye, Weber, Evans, Wilcox. Abstaining Schroeder. On a motion by Evans, seconded by Schroeder, the remaining payables in the amount of \$120,032.10 were approved. Voting Aye, Evans, Schroeder, Weber, Wilcox.

<u>CEMETERY</u>		<u>PARK</u>	
Salaries/Benefits	12,304.35	Salaries/Benefits	254.19
Country Estates OS	23.88	Cash Statement MI	1.19
Jack Bowen PF	450.00	Southern Power UT	84.00
	12,778.23	3E Company SU	818.00
			1,157.38
<u>FIRE DEPARTMENT</u>		<u>POOL</u>	
Airgas SU	215.77	Black Hills Energy UT	33.63
Black Hills Energy UT	723.25	Frontier TE	73.90
C Plus GO	99.88	Southern Power UT	47.00
Danko Emergency Equip. EQ	5,512.96		154.53
Dearborn National INS	72.24	<u>SEWER</u>	
Frontier TE	58.07	Salaries/Benefits	1,576.11
Matheson EQ	85.40	C Plus GO	29.69
Phelps Memorial EMS	175.00	Shatter Masters (card services)	37.50
Southern Power UT	132.00	Southern Power UT	296.25
		Verizon	13.51
Spectrum INT	147.04		1,953.06
The Auto Shack ER	430.38	<u>STREET</u>	
Verizon TEL	40.01	Salaries/Benefits	5,157.50
	7,692.00	Black Hills Energy UT	322.69
<u>GARBAGE COLLECTION</u>		Cash Statement MI	1.40
Waste Connection of NE GA	5,774.58	C Plus GO	547.39
	5,774.58	Countryside Market SU	16.08
<u>GENERAL</u>		Fastenal ER	196.83
ATC Communications INT	35.60	Janssen Ford AR LAB MI	1,311.49
Black Hills Energy UT	199.75		
Cash Statement MI	7.14		

Computer Assistance PF	90.00	Jim Bennett	24.00
Countryside Market SU MI FP	116.76	Jim Bennett	36.00
Eakes Office Solutions PF	462.64	Murphy's Tractor ER LAB	30,777.56
EMC Insurance INS	20,128.00	Ralph's Welding SU ER	77.40
<u>GENERAL (cont.)</u>		<u>STREET (cont.)</u>	
Frontier TE	143.55	S & W Auto Parts GO ER	114.93
Hometown Leasing LP	110.24	Shatter Masters (card services)	37.50
Microsoft (card services) OS	106.49	Southern Power UT	1,391.82
NE Dept. of Revenue ST	0.81	The Auto Shack AR GO	713.32
Office Solutions OS	60.78	Verizon TE	81.08
One Call Concepts PF	1.14	Young's Transportation	405.72
Red Wing Software PF	554.50		41,212.71
Roxanne Winheim M/M	43.60	<u>WATER</u>	
Schroeder Heating & Air RE	91.00	Black Hills Energy UT	420.93
Southern Power UT	154.00	Cash Statement MI	1.19
The Bertrand Herald PF	35.00	C Plus GO	31.46
The Bertrand Herald PF	147.96	Central Dist. Health Dept. PF	46.50
UNO SCH	196.50	EMC Insurance INS	20,218.00
Woodward's MI	10.00	Frontier TE	59.08
	22,695.46	Municipal Supply SU	100.96
<u>LAW ENFORCEMENT</u>		NE Dept. of Revenue ST	1,268.04
Phelps County Sheriff Dept	1,666.67	Ralph's Welding	14.40
	1,666.67	Red Wing Software PF	554.50
<u>YARD WASTE/RECYCLING</u>		Schroeder Heating & Air RE	91.00
Salaries/Benefits	187.66	Southern Power UT	1,533.00
Frontier TE	119.79	Shatter Masters (card services)	85.50
Reliable Pest Control FU	43.00	UNO SCH	196.50
Schaben Sanitation LF	126.46	US Post Office OS	98.00
	476.91	Verizon TE	13.51
		Woodward's MI	10.00
			24,652.57

RHD Representative, Walt Dye, gave the Nursing Home and Assisted Living report. On a motion by Weber, seconded by Dahlgren, the financials for the month of December were accepted. Voting Aye, Weber, Dahlgren, Evans, Schroeder, Wilcox. On a motion by Evans, seconded by Schroeder, the payable from First State Bank in the amount of \$1,879.10 was approved. Voting Aye, Evans, Schroeder, Weber, Wilcox. Abstaining, Dahlgren. On a motion by Dahlgren, seconded by Weber, the remaining payables in the amount of \$150,945.74 were approved. Voting Aye, Dahlgren, Weber, Evans, Schroeder, Wilcox.

<u>NURSING HOME</u>			
Salaries/Benefits/Taxes	81,932.41	Holdrege Pharmacy	807.47
AACO	2,255.03	Joey Kugler	35.97
American Healthtech	397.38	Marlin Business Park	506.29
Ameri Tech Industrial	121.29	McKesson	1,667.20
AMGL	93.75	Megan Stuart	47.89
Amy Grube	370.71	Mid-American Research Chem	455.26

Aquacade Sprinklers	111.00	Midwest Automatic Sprinkler	404.70
Barb Metzger	285.60	Nationwide	2,692.31
Becky Wier	178.00	NE Dept. of Revenue	159.65
Bertrand Chamber of Comm.	100.00	Nurses Incorporated	9,501.25
Black Hills Energy	1,955.00	Penner Patient Care	26.40
Byrns Floorcovering	2,422.47	Penny Martinez	81.88
C Plus	248.94	Petty Cash	187.00
CardioNet	2,000.00	Phelps County Rehab Services	3,653.90
Cash-wa Distributing	2,364.65	Positive Promotions	141.59
<u>NURSING HOME (cont)</u>			
Central Fire & Safety	164.40	Quill	131.27
Charter	79.99	Reliable	41.00
Compufact	11.00	RHD	10,342.00
Countryside Market	369.56	Secret LTC Consulting	475.76
Culligan	44.50	Shane Smith	300.00
Darold Ostendorf	100.00	Shopko	30.53
Direct TV	336.14	Southern Power District	3,510.00
Dollar General	29.50	SpartanNash	67.03
Durable Services	398.35	State of NE DHHS	1,550.00
Eakes Office Solutions	519.47	Stanley	1,050.00
Ecolab	708.74	Stericycle	220.32
Encompass	301.20	Svoboda's Ace	108.21
Exstream Cleaning	472.12	Sysco	11,207.75
Family Medical Specialties	42.00	UHC Recoveries	613.79
First State Bank	1,879.10	Unitech	99.00
Frontier	582.99	Village of Bertrand	493.80
HCIS	80.00	WeCare	661.00
HD Supply	89.58	Woodward's	23.75
Holdrege Floral Expressions	85.00	Yellow Van Cleaning	401.00
			152,824.84

Sam Reinke, Jeff Chase, Neil Netfeld, and Lee Grove, representatives of Southern Power District, gave the Annual Village Report to the Board.

Aaron Long, representative of First State Agency, presented the 2018 Insurance Renewal to the Board.

On a motion by Schroeder, seconded by Evans, Resolution No. 363 was adopted as reads as follows:

I HEREBY CERTIFY, that I am Clerk of the Village of Bertrand, Phelps County, Nebraska, owner of the Bertrand Nursing Home and Assisted Living, a corporation organized and existing under the laws of the State of Nebraska.

I FURTHER CERTIFY, that a meeting of the Village Board of Trustees of said Corporation was duly called and held at the Bertrand Village Hall of Bertrand, Nebraska and State of Nebraska on the 13th day of February, 2018, that at said meeting a quorum was present and voting throughout, and that the following resolution was duly adopted and is now in full force and effect.

RESOLVED, that the First State Bank, 601 Minor Avenue, Bertrand, NE 68927 be and it is hereby designated as a depository of the funds of this Corporation, and that the said funds be subject to

withdrawal upon checks, notes, drafts, bills of exchange, acceptances, undertakings or other orders for the payment of money. All accounts are required to have double (2) signatures as follows:

Signature of one (1) of the following Village of Bertrand Officers:

Roxanne Winheim, Village Treasurer
Lori Vinzant, Village Clerk

TJ Wilcox, Chairman of the Board of Trustees
Robert Dahlgren, Vice-Chairman of the Board of Trustees

And additionally, signature of one (1) of the following from the Bertrand Nursing Home:

Amy Grube, Administrator
Shanna Barnes, Social Services

Joey Kugler, Office Manager

RESOLVED, that above named Firm is authorized to pay any such checks, notes, drafts, bills of exchange, acceptances, undertakings or other orders and also to receive the same for the credit of or in payment from the payee or any other holder without inquiry as to the circumstances of issue or the disposition of the proceeds thereof, even if drawn to the individual order of any signing officer or payable to said Firm or others for his account, or tendered in payment of his individual obligation. The following checking accounts must have two (2) signatures on it:

100-266 NOW Account
264-412 Resident Trust Account

RESOLVED, that any and all endorsements for or on behalf of this Corporation upon checks, drafts, notes or instruments for deposit or collection made with the said Firm may be written or stamped endorsements of the Corporation without any designation of the person making such endorsements.

RESOLVED, that said Firm be promptly notified in writing by the Secretary or any other officer of this Corporation of any change in these resolutions or our By-Laws and that until is has actually received such notice in writing said Firm is authorized to act in pursuance or these resolutions.

I FURTHER CERTIFY, that these resolutions are within the power of the Village Board of Trustees to pass as proved in the Charter and By-Laws of this Corporation, and that the present officers of this Corporation and their respective titles are as follows:

<u>Name</u>	<u>Title</u>
_____	Village Treasurer
_____	Village Clerk
_____	Chairman of the Board of
Trustees	
_____	Vice Chairman of the Board of
Trustees	
_____	Nursing Home Administrator
_____	Office Manager
_____	Nursing Home Social Services

IN WITNESS WHEREOF, I have hereunto set my hand as Clerk and affixed the corporate seal this 13th day of February 2018.

Voting Aye, Schroeder, Evans, Weber, Wilcox. Abstaining, Dahlgren.

On a motion by Weber, seconded by Schroeder, Resolution No. 364 was amended and reads as follows:

WHEREAS, the Village of Bertrand, Nebraska is the owner of the Bertrand Nursing Home & Assisted Living facility; and

WHEREAS, the Board of Trustees of the Village of Bertrand, Nebraska deems it advisable to authorize the borrowing of certain funds for purposes of the operations of the Bertrand Nursing Home & Assisted Living.

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

1. That the Village of Bertrand, Nebraska should be and hereby is authorized to borrow and obtain loans and extensions of credit from the First State Bank Bertrand, Nebraska for purposes of the operations of the Bertrand Nursing Home & Assisted Living, with the principal amount of said borrowings, loans and extensions of credit not to exceed the total sum of Fifty Thousand and No Dollars (\$50,000) to be paid back in a 12-month time period. Said amount is to exclude any prior borrowings, loans and extensions of credit.; and
2. That the Chairman of the Board of Trustees shall be and hereby is authorized to enter into said borrowings, loans and extensions of credit on behalf of the Village of Bertrand, Nebraska, and he is hereby authorized to execute any Promissory Notes, Loan Agreements and other instruments as the First State Bank, Nebraska, may require in relation to said borrowings, loans and extensions of credit.

This Resolution is passed and approved this 13th day of February 2018.

Voting Aye, Weber, Schroeder, Evans, Wilcox. Abstaining, Dahlgren.

On a motion by Schroeder, seconded by Dahlgren, the 3 readings of Ordinance No. 11-101A was waived. Voting Aye, Schroeder, Dahlgren, Evans, Weber, Wilcox. On a motion by Dahlgren, seconded by Weber, Section 1, Number 3, Paragraphs K and L of Ordinance No. 11-101A was amended and reads as follows:

...

- k. Accessory buildings may be located in the rear yard, but shall be a minimum of three (3) feet from the rear lot line and minimum of three (3) feet from the side lot line.
- l. No accessory building shall be erected closer than three (3) feet from any other building.”

...

Voting Aye, Dahlgren, Weber, Evans, Schroeder, Wilcox.

On a motion by Dahlgren, seconded by Schroeder, the Village Board will entertain insurance bids for the Village’s municipal insurance. These bids will be accepted beginning in November of 2018. Voting Aye, Dahlgren, Schroeder, Evans, Weber, Wilcox.

On a motion by Dahlgren, seconded by Weber, Beverly Lashley was appointed to the Board of Health. A second committee member will be selected at a later time. Voting Aye, Dahlgren, Weber, Evans, Schroeder, Wilcox.

On a motion by Schroeder, seconded by Evans, the 3 readings of Ordinance No. 668 was waived. Voting Aye, Schroeder, Evans, Weber, Wilcox. Voting No, Dahlgren. On a motion by Evans, seconded by Schroeder, Ordinance No. 668 was adopted and reads as follows:

AN ORDINANCE OF THE VILLAGE OF BERTRAND, NEBRASKA PROVIDING FOR WATER AND SEWER RATES, PROVIDING FOR THE REPEAL OF ANY PRIOR ORDINANCES IN CONFLICT, AND PRESCRIBING THE TIME WHEN THIS ORDINANCE SHALL BE IN FULL FORCE AND TAKE EFFECT.

BE IT ORDAINED BY THE CHAIRMAN AND BOARD OF TRUSTEES OF THE VILLAGE OF BERTRAND, NEBRASKA as follows:

SECTION 1. WATER RATES, there is hereby established the following monthly water rates for water supplied by the Village of Bertrand, Nebraska

NAUTURE OF PROPERTY	FRONT FOOTAGE	MONTHLY CHARGE
Residential	0-50	\$31.82
Residential	over 51-60	\$33.64
Residential	over 61-70	\$35.43
Residential	over 71-80	\$37.22
Residential	over 81-90	\$39.04
Residential	over 91-125	\$40.82
Residential	over 125	\$42.61
Trailer Park Spaces	Not Applicable	\$31.82 per space
Apartment Buildings	Not Applicable	\$28.27 per unit
Low Income Apartments	Not Applicable	\$15.00 per unit
Commercial Establishments	Not Applicable	\$35.43
2' Line to Lot	Not Applicable	\$95.60
4' Line to Lot	Not Applicable	\$179.94
Nursing Home	Not Applicable	\$185.34
School Facility	Not Applicable	\$185.34
School Athletic Field	Not Applicable	\$179.94
Golf Course	Not Applicable	\$95.60
Lots Outside Corporate Limits of Village	Not Applicable	\$42.61

Disconnect/Reconnect at Request of Owner:

Disconnect Fee	\$25.00
Reconnect Fee	\$25.00

Disconnect due to Non-Payment of Bill: The cost to reconnect the service will be a fee of:

During Working Hours	\$25.00
After Hours	\$50.00

SECTION 2. SEWER RATES, there is hereby established the following monthly sewer rates for sewer service supplied by the Village of Bertrand, Nebraska:

NAUTURE OF PROPERTY	MONTHLY CHARGE
Residential	\$24.23
Commercial Establishments	\$23.23
Trailer Park Spaces	\$24.23
Apartment Buildings	\$24.23 per unit
Low Income Apartments	\$20.00 per unit
Nursing Home	\$120.59
School Facility	\$120.59
School Athletic Field	\$24.23
Golf Course	\$24.23

SECTION 3. In the event the fees for water and/or sewer are not paid on or before the 15th day of the month, the utility customer shall be subject to a late fee of \$10.00. When a billing made by the Village of Bertrand for supplying water or furnishing equipment required by this title to any premises becomes delinquent in whole or in part on or after the 22nd day of the month, or when the water service to any premises is being used or maintained contrary to any of the other requirements of this title, the Water/Sewer Superintendent may order the water service to such premises discontinued until such billing be paid or until such contrary use of the maintenance cease.

SECTION 4. All prior Ordinances in conflict herewith are hereby repealed to the extent that they are contrary and inconsistent with this Ordinance.

SECTION 5. This Ordinance shall be in effect on March 1, 2018 and after its passage, approval and publication as required by law.

PASSED AND APPROVED THIS 13TH DAY OF FEBRUARY 2018.

Voting Aye, Evans, Schroeder, Weber, Wilcox. Voting No, Dahlgren.

No action was taken for Resolution No. 367 to raise the rental rates for the Village Hall.

On a motion by Wilcox, seconded by Dahlgren, Resolution No. 366 was adopted and reads as follows:

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

Section 1. That the following rate is hereby established for the purpose of the opening and closing of a grave at Highland Cemetery, owned by the Village of Bertrand:

Mausoleum Grave	\$500.00
Deep Grave	\$500.00
Oversize Grave	\$500.00
Cremation Urn	\$100.00
Infant Grave.....	\$100.00

Section 2. That the funeral home ordering the grave opening and closing be charged \$525.00 for the digging of a mausoleum, deep grave, or an oversize grave. A payment of \$500.00 will be made to the grave digger and \$25.00 be deposited into the Perpetual Care Fund for the digging of a mausoleum or deep grave.

Section 3. The foregoing rates shall be in full force and effect from and after its passage, approval, and publication according to law.

Section 4. This resolution repeals all prior Resolutions, or parts thereof, in conflict herewith.

PASSED AND APPROVED THIS 13th DAY OF FEBRUARY 2018.

Voting Aye, Wilcox, Dahlgren, Evans, Schroeder, Weber.

On a motion by Dahlgren, seconded by Weber, a discussion regarding Exempt/Non-Exempt employees has been tabled until the March meeting. Voting Aye, Dahlgren, Weber, Evans, Schroeder, Wilcox.

The Trustee discussed raising the city sales from 1.0% to 1.5%. This will be further discussed at a later time.

On a motion by Dahlgren, seconded by Evans, an application from Heather Warnken for the Bertrand Volunteer Fire/Rescue Department was accepted. Voting Aye, Dahlgren, Evans, Weber, Wilcox. Abstaining, Schroeder.

Marcus Schwarz, substituting for Utilities Superintendent Matt Gregg, provided the Trustees a mock-up of a possible structure to be placed at the Veteran's park. The Trustees would like some more options. Schwarz suggested placing a fuel tank at the Village's shop to help prepare for snow storms or electrical outages. The Kennett street project has been delayed until October 2018. A sprinkler system will be installed at the Veteran's park.

Lori Vinzant, Village Clerk, reviewed the ordinance regarding restricted dogs in the Village. A citizen has asked for the board's approval before purchasing a dog that could possibly be restricted. Vinzant will contact the local veterinarian for suggestions and then contact the citizen with the decision.

Bob Dahlgren, Board Trustee, reviewed an overview of revenues and expenses for the Youth Activities in the Village.

On a motion by Dahlgren, seconded by Schroeder, the meeting adjourned at 9:20 PM. Voting Aye, Dahlgren, Schroeder, Evans, Weber, Wilcox.

Lori Vinzant
Village Clerk

TJ Wilcox
Chairman of the Board