

MINUTES

September 11, 2018

The Village Board of Trustees held a Regular Meeting on Tuesday, September 11, 2018 at 7:30 PM at the Village Hall by posting in the Bertrand Herald on September 6, 2018 and at the Post Office, First State Bank, and Village Office. Present were Chairman, TJ Wilcox, and Trustees Robert Dahlgren and Brian Schroeder. Absent were Lucas Evans and Jerold Weber.

The Chairman 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 Schroeder, seconded by Dahlgren, the minutes for the Regular Meeting held on August 14 and the Special Budget Work Session held on August 22, 2018 were approved. Voting Aye, Schroeder, Dahlgren, Wilcox.

On a motion by Schroeder, seconded by Dahlgren, the financials for the month of August were accepted. Voting Aye, Schroeder, Dahlgren, Wilcox.

On a motion by Dahlgren, seconded by Schroeder, the payables for the month of August in the amount of \$113,650.75 were accepted. Voting Aye, Dahlgren, Schroeder, Wilcox.

Legal Description:

ARM-Armor Coating	CM-Cold Mix	EQ-Equipment
ER-Equipment Repair	FP-Food Pantry	FR-Freight
FU-Fumigation	GA-Garbage Collection	GO-Gas, Oil
GR-Gravel	IMP-Improvement	INS-Insurance
INT-Internet	LAB-Labor	LF-Landfill
LP-Lease Payment	MI-Miscellaneous	OS-Operating Supplies
PF-Professional Fees	PR-Printing/Publishing	RM-Repair & Maintenance
SCH-Schooling	ST-Sales Tax	SU-Supplies
TE-Telephone	UT-Utilities	

<b><u>CEMETERY</u></b>		<b><u>POOL</u></b>	
Salaries/Benefits	787.93	Salaries/Benefits	5,884.32
C Plus GO	78.85	Black Hills Energy UT	456.59
The Auto Shack SU LAB	18.83	Frontier TE	74.53
	<b>885.61</b>	NE Dept. of Revenue ST	9.83
<b><u>FIRE DEPARTMENT</u></b>		Southern Power UT	285.00
Air Gas SU	215.77		<b>6,710.27</b>
Black Hills Energy UT	55.35	<b><u>SEWER</u></b>	
C Plus GO	157.27	Salaries/Benefits	1,920.66
Danko Emergency Equip. EQ	94.00	C Plus GO	38.35
Dearborn National INS	178.88	Elk O. Inc. SU	360.00
Frontier TE	58.56	League of NE Municipalities PF	115.25
Fry-Tek SU	700.00	Ralph's Welding SU RM	60.15
Matheson EQ	93.94	Southern Power UT	282.35
Platte Valley Comm. PF	58.63	Verizon TE	13.47
Southern Power UT	150.00		<b>2,790.23</b>
Verizon	40.01		
	<b>1,802.41</b>		

<b><u>GARBAGE COLLECTION</u></b>		<b><u>STREET</u></b>	
Waste Connection of NE GA	5,820.01	Salaries/Benefits	5,917.99
	<b>5,820.01</b>	Barco Municipal Products SU	912.40
<b><u>GENERAL</u></b>		Black Hills Energy UT	32.41
ATC Communications INT	35.60	C Plus GO	513.53
Bertrand Vet Clinic PF	87.50	Figgins Construction ARM CM	58,641.44
Black Hills Energy UT	37.86	Holdrege Irrigation ER LAB	914.44
Countryside Market FP	67.70	League of NE Municipalities PF	230.50
Eakes Office Solutions PF	577.85	Miller & Associates PF	465.00
Frontier TE	143.39	Orschlen's (card services) SU	8.05
Hometown Leasing LP	110.24	Paulsen Inc. GR FR SU IMP	1,782.50
NE Dept. of Revenue ST	6.09	Ralph's Welding SU ER	411.31
Office Solutions OS	69.37	Southern Power UT	1,289.07
One Call Concepts PF	21.81	The Auto Shack SU LAB GO MI	532.88
Southern Power UT	174.00	Verizon TE	70.61
The Bertrand Herald PR	461.89		<b>71,722.13</b>
<b><u>GENERAL (cont.)</u></b>		<b><u>WATER</u></b>	
US Post Office OS	93.66	Salaries/Benefits	11,414.07
US Post Office OS	79.93	Black Hills Energy UT	77.91
Woodward's Disposal MI	10.00	Cash Statement MI	1.84
	<b>1,976.89</b>	C Plus GO	38.35
<b><u>LAW ENFORCEMENT</u></b>		Frontier TE	59.57
NLET SCH	604.00	League of NE Municipalities PF	115.25
James Nelson MI	20.00	NE Dept. of Revenue ST	1,301.79
Walmart (card services) SU	83.98	Sam's Club SU	50.66
	<b>707.98</b>	Southern Power UT	2,331.00
<b><u>PARK</u></b>		US Post Office OS	93.66
Salaries/Benefits	2,456.74	US Post Office OS	79.93
Aquacade Sprinklers SU LAB	227.00	Verizon TE	26.93
C Plus GO SU	110.54	Woodward's Disposal MI	10.00
Pro Building Supply IMP	1,518.89		<b>15,600.96</b>
Southern Power UT	106.00	<b><u>YARD WASTE/RECYCLING</u></b>	
The Auto Shack LAB SU	18.84	Salaries/Benefits	245.40
	<b>4,438.01</b>	Frontier TE	122.32
		NE Dept. of Revenue MI	25.00
		Reliable Pest Control FU	43.00
		Schaben Sanitation LF	760.56
			<b>1,196.28</b>

Marcy Luth, AMGL, gave the Board a report of the Nursing Home & Assisted Living's annual audit for 2018-2018. On a motion by Dahlgren, seconded by Schroeder, the Board approved establishing \$2,500 as the threshold amount for minimum capitalization. Voting Aye, Dahlgren, Schroeder, Wilcox.

Amy Grube, Nursing Home & Assisted Living Administrator, and Janet Lytton, RHD Representative, gave the Nursing Home & Assisted Living report. On a motion by Dahlgren, seconded by Schroeder, the financials for the month of July were accepted. Voting Aye, Dahlgren, Schroeder, Wilcox.

On a motion by Schroeder, seconded by Dahlgren, the payables for the month of September in the amount of \$194,483.83 were accepted. Voting Aye, Schroeder, Dahlgren, Wilcox. The payable for First State Bank in the amount of \$1,879.10 will be reviewed at the October meeting.

<b>NURSING HOME</b>			
Salaries/Taxes/Benefits	121,920.70	HD Supply	88.74
Ability Network	2,810.85	Holdrege Daily Citizen	72.94
American Healthtech	397.38	Holdrege Pharmacy	1,480.14
Auto Shack	348.86	Marlin Business Bank	506.29
Barb Metzger	285.60	McKesson	1,222.04
Black Hills Energy	519.09	Nationwide	2,692.35
Briggs	92.77	Nurses Incorporated	6,972.00
C Plus	773.04	Oak Haven Aviaries	269.95
Cash-wa Distributing	2,193.67	Penny Martinez	97.44
Charter	84.99	Phelps County Rehab Services	11,192.20
Chase Card Services	280.00	Quill	238.01
Compufact	44.00	Reliable	41.00
Countryside Market	408.29	RHD	10,756.00
Diane Mead	157.00	Secrest LTC Consulting	491.76
Direct Supply	45.99	Shane Smith	300.00
Direct TV	336.14	Southern Power	2,980.00
Dollar General	12.00	SpartanNash	13.89
Ecolab	647.12	Stanley Healthcare	269.10
Exstream Cleaning	472.12	Stericycle	115.34
EZ Way	684.90	Sysco	13,297.58
Family Medical Specialties	34.00	United Heartland	5,909.00
Frontier	579.16	Village of Bertrand	499.67
HCIS	80.00	WeCare	1,747.00
		Woodward's Disposal	23.75
			<b>194,483.83</b>

James Nelson, Village Ordinance Officer, gave the Ordinance Officer report. He stated that he has impounded four dogs to date. The purchase of a dart gun will be discussed at a later date after research for prices and safety can be completed. A vehicle was deemed abandoned at the park and was moved to a storage site. The owner of the vehicle has been identified and stated that he will no longer claim the vehicle. The Village Clerk will start the impoundment process by sending official letters to the owner and any lien holders. Nelson will be attending Officer Training in Grand Island on Sept. 17-19.

Sharon Hueftle, SCEDD representative, presented the Board with the 2018 Nuisance Abatement Program. On a motion by Dahlgren, seconded by Schroeder, property 2018-BERT-3119 was declared a nuisance. Voting Aye, Dahlgren, Schroeder, Wilcox.

On a motion by Wilcox, seconded by Dahlgren, the Board rescinded the following declared nuisances: 2018-BERT-3072, 3089, 3096. Voting Aye, Wilcox, Dahlgren, Schroeder.

On a motion by Schroeder, seconded by Dahlgren, property 2018-BERT-3014 was granted a postponement until March 31, 2019. Voting Aye, Schroeder, Dahlgren, Wilcox.

Hueftle also reviewed properties that are nearing the end of their extensions, as well as properties that will need inspections. SCEDD will start the impoundment process for a trailer home located at 510 Marshall Avenue #3. A walk through will be done with the remaining trailers located at 510 Marshall Avenue.

On a motion by Dahlgren, seconded by Schroeder, Resolution No. 379 regarding rules and regulations for the Highland Cemetery was approved. The Resolution reads as follows:

**RESOLUTION NO. 379**

**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 HIGHLAND CEMETERY.**

**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 a plot with existing burial.
- c. Unused cemetery plots can only be sold to the Village of Bertrand and for the price paid at the time of purchase.
- d. The following rates apply for the purchase of plots:

Lot Purchase Fee:	\$150.00 per single burial plot for Resident
	\$300.00 per single burial plot for Non-Resident
Grave Opening Fee:	\$525.00 per space at time of burial for Deep Grave
	\$100.00 per space at time of burial for Cremation
	\$300.00 per space at time of burial for Mausoleum Apron

**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 inches (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. Flowers 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 the 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 and Pole	\$100.00

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

**PASSED AND APPROVED THIS 11<sup>TH</sup> DAY OF SEPTEMBER 2018.**

Voting Aye, Dahlgren, Schroeder, Wilcox.

On a motion by Dahlgren, seconded by Schroeder, Resolution No. 380 regarding the Yard Waste Site and Recycling Fees was approved. The Resolution reads as follows:

**RESOLUTION NO. 380**

of the

**VILLAGE OF BERTRAND, NEBRASKA**

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

1. That the following rates are hereby established for the disposal of solid waste service provided (or otherwise contract for) by the Village of Bertrand, Nebraska:

<u>TYPE OF SERVICE</u>	<u>APPLICABLE RATE</u>
Residential	\$13.92 per month
Commercial	
90 gallon container	\$15.17 per month
400 gallon (2 yard) container	\$36.68 per month
600 gallon (3 yard) container	\$48.06 per month
Yard Waste Site Fee	\$3.00 per month
Recycling Fee	\$1.00 per month

2. This Resolution repeals all prior Resolutions, or parts thereof, in conflict herewith.
3. This Resolution shall be in effect on October 1, 2018.

**PASSED AND APPROVED THIS 11<sup>TH</sup> DAY OF SEPTEMBER 2018.**

Voting Aye, Dahlgren, Schroeder, Wilcox.

On a motion by Schroeder, seconded by Dahlgren, the application from Cord Kipp for the Bertrand Fire Department was approved. Voting Aye, Schroeder, Dahlgren, Wilcox.

On a motion by Dahlgren, seconded by Schroeder, the Bertrand Police Department was reestablished on September 11, 2018. Voting Aye, Dahlgren, Schroeder, Wilcox.

On a motion by Schroeder, seconded by Dahlgren, the Board approved to cut 10 feet of curb to drop the curb to widen the alley at the property located at 204 Bailey Drive. Voting Aye, Schroeder, Dahlgren, Wilcox. T-posts and rope will be used during the fair to protect the remaining property.

On a motion by Schroeder, seconded by Dahlgren, the Board approved to start the process to find a new Village Attorney. Possible candidates will be reviewed at the October Board Meeting. Voting Aye, Schroeder, Dahlgren, Wilcox.

On a motion by Dahlgren, seconded by Schroeder, the Fence Permit request from Dale Weeder to construct a 132' wood privacy fence at 901 Medina was approved. Voting Aye Dahlgren, Schroeder, Wilcox.

Marcus Schwarz, Maintenance, gave a Street Report to the Board. Figgins Construction recently completed chip seal and armor coating on various streets throughout the Village. There is a large amount of chip seal left over. The chip seal will be offered for sale at a later date.

Lori Vinzant, Village Clerk, reported that the newsletter went out last week. There was a swimming pool survey included in the newsletter. Vinzant will have a report prepared for the October Board Meeting with the results of the survey.

Brian Schroeder, Trustee, informed the Board of a property that had residue from the chip seal on the sidewalk in front of property. Figgins Construction informed resident that there was really nothing to be done. Going forward, Schroeder would like to see the situation handled on the day of the property damage, not a week after completion. Schroeder will assist resident in fixing the sidewalk.

On a motion by Schroeder, seconded by Dahlgren, the meeting adjourned at 9:34 PM. Voting Aye, Schroeder, Dahlgren, Wilcox.