

MINUTES

March 9, 2021

The Village Board of Trustees of the Village of Bertrand, Nebraska held a Regular Meeting on Tuesday, March 9, 2021 at 7:30 PM at the Village Hall by publishing in the Holdrege Daily Citizen on March 2, 2021 and posting at the Post Office, Convenience Plus, 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, Brian Schroeder, and Fred Spiegel. Absent, Lucas Evans. Dahlgren joined the meeting at 7:36 PM and left and 8:08 PM.

The Chairman opened the meeting and publicly stated to all in attendance that a copy of the Nebraska Open Meeting 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, Wilcox. Dahlgren and Evans absent. The items on the consent agenda were as follows: minutes for Regular Meeting on February 9, 2021 and Special Meeting on February 18, 2021; Village financials for the month of February; Village payables for the month of February in an amount not to exceed \$52,000; Village employees' salaries for the month of March in an amount not to exceed \$26,000. The February 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	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>CEMETERY</u></b>		<b><u>SEWER</u></b>	
Salaries/Taxes/Benefits (Feb.)	217.33	Salaries/Taxes/Benefits (Feb.)	1,783.82
Southern Power UT	32.00	C Plus GO	54.00
	<u>249.33</u>	Southern Power UT	264.97
<b><u>GARBAGE COLLECTION</u></b>		Verizon TE	10.49
Waste Connection of NE GA	5,924.34		<u>2,113.28</u>
	<b><u>5,924.34</u></b>	<b><u>STREET</u></b>	
<b><u>GENERAL</u></b>		Salaries/Taxes/Benefits (Feb.)	6,444.47
Amazon (card services) OS	40.22	Jim Bennett SR	42.00
ATC Communications INT	40.65	Black Hills Energy UT	241.96
Black Hills Energy UT	130.10	C Plus GO	1,026.66
Bryns Custom Gutters RM	65.00	CHS GO	358.50
Capital Business Systems LP SU	330.53	Fastenal SS	192.91
Cowbell Insurance Agency INS	287.00	Landmark Implement SU	410.42
Computer Assistance PF	90.00	S & W Auto Parts GO SU AR ST	59.04
Cross County Market OS FP	37.12	Southern Power UT	1,535.63
Eakes Office Solutions PF	169.00	Verizon TE	51.61

<b>GENERAL (cont.)</b>		<b>STREET (cont.)</b>	
Holdrege Daily Citizen PR	146.89		<b>10,363.20</b>
NE Department of Revenue ST	0.62	<b>WATER</b>	
One Call Concepts PF	2.31	Salaries/Taxes/Benefits (Feb.)	14,912.76
Southern Power UT	271.00	Black Hills Energy UT	338.62
Spectrum INT	388.78	C Plus GO	108.00
US Post Office OS	110.00	Cowbell Insurance Agency INS	287.00
Woodward's Disposal MI	10.00	Cross County Market SU	9.82
	<b>2,119.22</b>	Holdrege Daily Citizen PR	194.40
<b>LAW ENFORCEMENT</b>		NE Department of Revenue ST	1,383.38
Salaries/Taxes/Benefits (Feb.)	1,295.80	Sargent Drilling Co. PF	250.00
Verizon TE	36.12	Spectrum TE INT	172.48
	<b>1,331.92</b>	Southern Power UT	1,442.00
<b>PARK</b>		Svoboda's ACE Hardware SU	59.99
Salaries/Taxes/Benefits (Feb.)	615.77	US Post Office OS	110.00
Southern Power UT	189.20	USA Bluebook SU	206.86
	<b>804.97</b>	Verizon TE	20.99
<b>POOL</b>		Ward Laboratories WT	5.50
Cash Statement MI	26.35	Woodward's Disposal MI	10.00
NE Health & Human Services PP	7,600.00		19,511.80
Southern Power UT	40.00	<b>YARD WASTE/RECYCLING</b>	
	<b>7,666.5</b>	Salaries/Taxes/Benefits (Feb.)	217.33
		Frontier TE	115.54
		Reliable Pest Control FU	43.00
		South Central Sanitation LF	763.22
			<b>1,139.09</b>

Amy Grube, Nursing Home and Assisted Living Administrator, gave the Nursing Home and Assisted Living report to the Board. On a motion by Spiegel, seconded by Schroeder, the Nursing Home's January financials were accepted. Voting Aye, Spiegel, Schroeder, Wilcox. Dahlgren and Evans absent. On a motion by Schroeder, seconded by Spiegel, the Nursing Home's March payables in an amount not to exceed \$100,000 were accepted. Voting Aye, Schroeder, Spiegel, Wilcox. Dahlgren and Evans absent. On a motion by Spiegel, seconded by Schroeder, the Nursing Home employees' salaries for the month of April were accepted in an amount not to exceed \$100,000. Voting Aye, Spiegel, Schroeder, Wilcox. Dahlgren and Evans absent. The payables and salaries are as follows:

<b>NURSING HOME</b>			
<b>Paid</b>			
Salaries/Taxes/Benefits (Feb.)	79,332.62	Lee Agency	5,893.75
American Healthtech	397.38	HCIS	80.00
Black Hills Energy	1,509.44	Petty Cash	281.86
Amy Grube	490.61	Penner	11,960.00
Charter	106.97	RHD	11,633.00
Direct TV	371.76		<b>112,057.42</b>
<b>Not Paid</b>			
AACO	8,183.33	Nurses Inc.	8,273.50
Agape Medical Staffing	690.80	Penner	11,960.00
Cash Wa	1,508.05	Providence Engraving	10.24
Coach Masters	1,071.75	Quill	112.60

<b>NURSING HOME (cont.)</b>			
Compufact	22.00	Reliable Pest Control	46.00
C Plus	255.03	Secret Consulting	167.00
Cross County Market	96.13	Shane Smith	300.00
D & M Security	120.00	Southern Power	3,126.00
Dollar General	45.30	Spartan Nash	44.04
First State Bank	1,879.10	Stericycle	126.49
Frontier	575.96	Svoboda's ACE Hardware	14.97
Holdrege Pharmacy	1,291.35	Sysco	5,594.78
InSpire	8,624.40	The Waldinger Corporation	436.50
Marlin Bank	123.87	Unitech	297.00
McKesson	3,186.63	Village of Bertrand	511.03
Barb Metzger	293.10	WeCare	876.50
Nationwide	4,097.86	Woodward's Disposal	23.75
			<b>63,985.06</b>

On a motion by Spiegel, seconded by Schroeder, Resolution No. 446 regarding signatures for the Nursing Home and Assisted Living deposits and withdrawals was approved. Voting Aye, Spiegel, Schroeder, Wilcox. Dahlgren and Evans absent. The resolution reads as follows:

**RESOLUTION NO. 446**

of the

**BERTRAND NURSING HOME & ASSISTED LIVING and  
VILLAGE OF BERTRAND, NEBRASKA**

**AUTHORIZING OFFICERS TO MAKE DEPOSITS AND WITHDRAWALS**

**I HEREBY CERTIFY**, that I am the 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, State of Nebraska on the 8<sup>th</sup> day of December 2020, 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:**

Lori Vinzant, Village Clerk

TJ Wilcox, Chairman of the Board

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

Amy Grube, Nursing Home Administrator

Joey Kugler, Office Manager

Shanna Barnes, Social Services

**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 account must have two (2) signatures on it:

**100-226**

**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 it has actually received such notice in writing said Firm is authorized to act in pursuance of these resolutions.

**I FURTHER CERTIFY**, that these resolutions are within the power of the Village Board of Trustees to pass as provided 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>
_____	<b>TJ Wilcox, Chairman of the Board of Trustees</b>
_____	<b>Lori Vinzant, Village Clerk</b>
_____	<b>Amy Grube, Nursing Home Administrator</b>
_____	<b>Joey Kugler, Nursing Home Office Manager</b>
_____	<b>Shanna Barnes, Nursing Home Social Services</b>

**IN WITNESS WHEREOF**, I have hereunto set my hand as Clerk and affixed the corporate seal this 9<sup>th</sup> day of March 2021.

On a motion by Spiegel, seconded by Schroeder, a split in the February payables in the amount of \$189.35 to Evans Repair was accepted. Voting Aye, Spiegel, Schroeder, Dahlgren, Wilcox. Evans absent. On a motion by Spiegel, seconded by Schroeder, a split in the February payables in the amount of \$20,020 to First State Bank was accepted. Voting Aye, Spiegel, Schroeder, Wilcox. Dahlgren abstained. Evans absent.

On a motion by Dahlgren, seconded by Schroeder, the sell of the current pool boiler and any remaining supplies at 50% of cost was approved. Voting Aye, Dahlgren, Schroeder, Spiegel, Wilcox. Evans absent.

On a motion by Dahlgren, seconded by Schroeder, a quote from Popple’s Construction to repair the west side of Medina Avenue between School and Nelson streets in the amount of \$10,125.00 was approved. Voting Aye, Dahlgren, Schroeder, Spiegel, Wilcox. Evans absent.

On a motion by Schroeder, seconded by Dahlgren, permission was granted to the Cross County Market to use the Village lot located at 520 Minor Avenue on April 16-17<sup>th</sup> for an open house. Voting Aye, Schroeder, Dahlgren, Spiegel, Wilcox. Evans absent.

On a motion by Schroeder, seconded by Spiegel, it was approved to proceeding with correct procedures to condemn property located at 407 Minor Avenue. Voting Aye, Schroeder, Spiegel, Dahlgren, Wilcox. Evans absent.

On a motion by Spiegel, seconded by Schroeder, the Building Regulations for portable accessory buildings were approved as presented. Voting Aye, Spiegel, Schroeder, Dahlgren, Wilcox. Evans absent. Building Code and Zoning Code Ordinances will be updated at the following regular meeting.

On a motion by Spiegel, seconded by Schroeder, the updates to the Employee Safety were approved as presented. Voting Aye Spiegel, Schroeder, Dahlgren, Wilcox. Evans absent.

On a motion by Dahlgren, seconded by Spiegel, the Building Permit request amendment from Luke and Jessica Evans to move a 70'x40'x16' building to 508 Minor Avenue was approved. Voting Aye, Dahlgren, Spiegel, Schroeder, Wilcox. Evans absent.

On a motion by Spiegel, seconded by Schroeder, the Building Permit request from Gene Samuelson to move a 30'x14'x11.5' metal RV port to 607 Medina Avenue was approved. Voting Aye, Spiegel, Schroeder, Dahlgren, Wilcox. Evans absent.

On a motion by Dahlgren, seconded by Schroeder, a Chicken Permit request from Toby Rekart to house chickens at 511 Marshall was approved. Voting Aye Dahlgren, Schroeder, Spiegel, Wilcox. Evans absent.

James Nelson, Village Ordinance Officer, gave his report to the Board. He advised the Board about the nuisance property, 2021-BERT-6001. This property will be addressed at the following regular meeting. He also advised the Board that the City of Holdrege has asked him to instruct an Emergency Vehicle Training session. He asked in the Village Ordinance vehicle can be used for this session. He was granted permission.

Matt Gregg, Utilities Superintendent, gave his report to the Board. He advised the Board that he is have difficulty finding a decent quote for armor coating. He will hopefully have something for the next regular meeting. During the next budget planning, he will be proposing to fix the concrete for Highland/Kellogg through Popple Construction. The demolition and clearing of 906 Mason is complete. The County did the work and took the concrete from this property, as well as the Yard Waste site. Well #1 will be back online as soon as the water samples are re-tested. He advised the Board that they will begin repainting curbs throughout the Village.

Lori Vinzant, Village Clerk, gave her report to the Board. She advised the Board that there were some issues at the Truck Parking site. This will be monitored and revisited if necessary. The Hiring Committee will be setting dates for interviews for potential candidates for the part-time position. They will recommend a candidate at the following regular meeting. She advised the Board that the Bertrand Community building is having issues with their sidewalks surrounding the building. This is the responsibility of the Bertrand Ag Society. Finally, she advised the Board that she is now a certified Notary Public.

The meeting adjourned at 8:38 PM. Dahlgren left the meeting at 8:08 PM.

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Lori Vinzant, Village Clerk

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TJ Wilcox, Chairman of the Board