

**VILLAGE OF ELM CREEK
BOARD OF TRUSTEES
REGULAR MEETING MINUTES
JUNE 25, 2020, 7:30 P.M.**

A Regular Meeting of the Elm Creek Village Board of Trustees was convened in open and public session at the Elm Creek Village Center, 535 W. Boyd Avenue, Elm Creek, Nebraska at 7:30 p.m. on June 25, 2020. Advance Notice of this meeting was given in advance thereof by posting of Notice in three public places within the Village and publication in the Beacon Observer, as shown in the Certificate of Posting affixed to these minutes. Advance Notice was simultaneously given to the Chairman and all members of the Board of Trustees and their acknowledgment of receipt of Notice and the agenda are affixed to these minutes. Tanner Tool called the meeting to order at 7:30 p.m. by calling for the roll with the following members responding: Kyle Lawrence, Davis Miner, Cory Halliwell, Mike Brown and Tanner Tool. Absent: none. Tanner announced that the Open Meeting Laws were in the meeting room on the east wall for the public's inspection.

CONSENT AGENDA

It was moved by Davis and seconded by Cory to approve the Consent Agenda consisting of the Claims for the month of June 2020 in the amount of \$78,205.91 and to approve the minutes to the meeting on May 28, 2020. Ayes: Kyle, Davis, Cory, Mike. Nays: none. Abstain: Tanner. Absent: none. The motion carried.

SHERIFF'S REPORT:

Captain Bob Anderson with the Buffalo County Sheriff's Department reported that May was an unusual month due to the DHM and the nontraditional school semester. Gradually more and more have ventured out so they are seeing more activity in the communities.

REGULAR AGENDA

AGENDA ITEM #1: DISCUSSION/ACTION RE: Discuss request from Elm Creek Garden Club

Suzanne is working with Gloria Simonson with the Elm Creek Garden Club regarding their request for planters' downtown. Suzanne's recommendation to the board would be the village to purchase the planters and watering equipment and having village staff water the planters and for the project to begin May of 2021. The Garden club will purchase the insert with flowers and they would like to have them for the spring and the fall. The garden club could do the Christmas ones and then they will take the inserts out and clean them and take them to Steinbrink's for the next season. The Garden Club has \$2,400.00 to get it started. It was moved by Tanner and seconded by Davis to approve purchase of planters and watering equipment not to exceed \$3,500.00 and allocation of staff to the maintenance and watering of downtown planters to begin no earlier than May 15, 2021. Ayes: Kyle, Davis, Cory, Tanner and Mike. Nays: none. Absent: none. The motion carried.

AGENDA ITEM #2: DISCUSSION/ACTION RE: Insurance Proposals

Jan Hinrichsen with Elm Creek Insurance Agency presented the insurance proposal to the board for village insurance. Jan also presented the board with a dividend check from EMC Insurance Company in the amount of \$6,635.26. It was moved by Tanner and seconded by Kyle to approve the proposal from Elm Creek Insurance Agency to renew our insurance with EMC Insurance for \$37,489.00. Ayes: Kyle, Davis, Cory, Mike, Tanner. Nays: none. Absent: none. The motion carried.

AGENDA ITEM #3: DISCUSSION/ACTION RE: Award Bid for Solid Waste Collection

The board received multiple bids. Bids received from Ravenna Sanitation, Dan’s Sanitation, Schaben’s Sanitation, and South Central Sanitation. It was moved by Tanner and seconded by Cory to approve Ravenna Sanitation #2 with a two-year hauler contract and the addition of a \$1.00 administration fee to be added to each service to provide for billing to be continued by the Village. Ayes: Kyle, Davis, Mike, Tanner and Cory. Nays: none. Absent: none. The motion carried.

AGENDA ITEM #4: DISCUSSION/ACTION RE: Award Bid for Calkins Avenue Landscaping

As part of the Calkins Avenue and Easy Street Paving Project, a row of trees was removed from the southside of Calkins Ave. In May of 2020 and RFP was sent out to plant 14 Black Hills Spruce and 14 Colorado Blue Spruce with a minimum height of 8 feet tall. One bid was received at the bid opening on June 23rd. It was moved by Tanner and seconded by Cory to award the bid and approve a contract with Graczyk Lawn and Landscape in the amount of \$17,766.82 to complete the landscape plan as presented in the Request for Proposals. Ayes: Kyle, Davis, Mike, Tanner and Cory. Nays: none. Absent: none. The motion carried.

AGENDA ITEM #5: DISCUSSION/ACTION RE: Approve Disposition of Surplus Materials – Library Circulation Materials and Table

The library is planning their annual book sale during Buffalo Stampede and to comply with NE RSS 17-503-02; a resolution must be passed by the board directing the sale of library property. Tanner introduced Resolution 2020-5 and read it in entirety:

RESOLUTION 2020-5

BE IT RESOLVED BY THE CHAIRPERSON AND BOARD OF TRUSTEES OF THE VILLAGE OF ELM CREEK, NEBRASKA, that:

SECTION 1. The Village of Elm Creek shall sell the following described personal property to-wit:

- 1. Used and slightly damaged Municipal Library table and Library Circulation Materials with a combined fair market value of less than \$5,000.00.

SECTION 2. The sale will be held August 15-16 from 10:00 a.m. to 2:00 p.m. each day on the grounds of the Public Library at 241 N Tyler Street. Items shall be listed with individual, non-negotiable prices and sold to buyers in order of their arrival. Terms of the sale are cash. The Village reserves the right to reject any and all bids.

SECTION 3. Notice of the sale will be given by posting a notice thereof in three (3) public places in the Village to-wit: the Village Clerk’s Office, Elm Creek Post Office and the Public Library, at least seven (7) days prior to August 15, 2020.

Passed and approved this ____ day of June, 2020.

ATTEST:

Tanner Tool, Chairperson

Village Clerk

It was moved by Tanner and seconded by Davis to approve Resolution 2020-5. Ayes: Cory, Davis, Tanner, Mike and Kyle. Nays: none. Absent: none. The motion carried.

AGENDA ITEM #6: DISCUSSION/ACTION RE: Discussion on the 2020 Bond Street Paving Improvements – Bonded or Assessed

The board opened the discussion with property owners present at the meeting. Tanner requested the homeowners to keep their questions for the end of the discussion as most questions would possibly be answered during the discussion. The 2020 Bond Street Paving Improvements were published in the paper June 6, June 9 and June 16. Bid opening was on June 23rd with three bids being received by Dan Roeder Concrete \$322,821.25, Blessing Concrete \$355,400.00 and Nielsen Contracting \$382,341.50. Engineer's Estimate was \$391,605.00. Street construction and repaving is typically assessed, in whole or part, to property owners based on linear footage. Suzanne presented options to the board on assessments of either 25% or 50%, she said the village could pay in full or they could bond the street like they did with the Calkins Avenue and Easy Street Paving Improvement. Mike asked about the water and sewer lines and Lance's recommendation would be to have them camera the lines. The project would be removal of street and sidewalk on Bond Street from Potter to Boyd and then replace all with concrete and sidewalks with some tree removal. Some of the property owners concerns were when it is time for construction if they could have better communication of when the project will begin so that they have time to make plans and arrangements on parking and moving their vehicles before the street gets torn out. At this time, the board would like to look into bonding the street.

AGENDA ITEM #7: DISCUSSION/ACTION RE: Award Bid for 2020 Paving Improvements – Bond Street

It was moved by Tanner and seconded by Mike to approve a contract with Dan Roeder Concrete in the amount of \$322,821.25 to pave Bond Street as presented. Ayes: Davis, Tanner, Mike and Cory. Nays: none. Abstain: Kyle. Absent: none. The motion carried.

AGENDA ITEM #8: DISCUSSION/ACTION RE: Create Paving District 2020-1

No action

AGENDA ITEM #9: DISCUSSION/ACTION RE: Create Sidewalk Improvement District 2020-1

Suzanne discussed the last sidewalk district in May 2014 and how Mike Mitchell's building was removed from it due to structural issues that could cause some serious damage to the building if the sidewalks were to be removed. Mike has done a significant amount of work on the building since then and feels confident it would be safe to move forward with improving the sidewalk to the north of the property. Mike said he couldn't do the curb but he would be able to pour the sidewalk himself to save money for everyone. It was moved by Tanner and seconded by Mike to create Sidewalk Improvement District 2020-1 and to direct staff to go out for bids. Ayes: Davis, Tanner, Mike, Kyle and Cory. Nays: none. Absent: none. The motion carried.

AGENDA ITEM #10: DISCUSSION/ACTION RE: Discuss Pool Repairs

There continues to be a leak at the pool and we have received a bid for the repairs. Due to the bid being extremely high, the village will need to obtain 2 more bids for approval at the July meeting. Right now Amber has been managing the leak with no issues for now. Mark Canning was at the meeting and also wanted to let the board know that the water heater for the showers that was installed 2 or 3 years ago will probably need to be replaced this next year as well due to the location in the mechanical room and the chlorine/chemicals causes it to rust out sooner. It will need to be replaced. Staff will obtain 2 more bids for the pool repairs to present to the board at the July regular meeting.

AGENDA ITEM #11: DISCUSSION/ACTION RE: Interlocal Agreement

Tanner introduced Resolution 2020-6 and read it in entirety:

RESOLUTION 2020-6

A RESOLUTION APPROVING AN INTERLOCAL AGREEMENT WITH THE VILLAGE OF OVERTON, NEBRASKA FOR WATER SYSTEM AND WASTEWATER SYSTEM OPERATOR SERVICES (2020).

WHEREAS, the Village of Elm Creek, Nebraska, is desirous to enter into an Interlocal Agreement with the Village of Overton, Nebraska, for water system and wastewater system operator services; and

WHEREAS, the Village of Overton, Nebraska, is agreeable to entering into an Interlocal Agreement with the Village of Elm Creek to provide said services as provided therein.

NOW, THEREFORE BE IT RESOLVED, by the Village of Elm Creek Board of Trustees, that the Interlocal Agreement with the Village of Overton , Nebraska, a copy of which is attached hereto, be approved as written, and the Chairman of the Village Board of Trustees is authorized and directed to execute said Interlocal Agreement on behalf of the Village.

PASSED AND APPROVED this _____ day of _____, 2020.

VILLAGE OF ELM CREEK, NEBRASKA,

Tanner Tool, Chairman

ATTEST:

Wendy Clabaugh, Village Clerk

It was moved by Tanner and seconded by Mike to approve Resolution 2020-6. Ayes: Cory, Davis, Tanner, Mike and Kyle. Nays: none. Absent: none. The motion carried.

AGENDA ITEM #12: DISCUSSION/ACTION RE: Consider approval of a motion to ratify all actions identified in the attached minutes taken by the Village Board of Trustees during meetings held on March 26, 2020, April 2, 2020 and April 23, 2020 by ZOOM videoconferencing, before June 30, 2020 pursuant to Governor Ricketts’ Executive Orders No. 20-03 and No. 20-24 attached to this agenda.

It was moved by Tanner and seconded by Mike to ratify all actions identified in the attached minutes taken by the Village Board of Trustees during meetings held on March 26, 2020, April 2, 2020 and April 23, 2020 by ZOOM videoconferencing, before June 30, 2020 pursuant to Governor Ricketts’ Executive Orders No. 20-03 and No. 20-24 attached to this agenda. Ayes: Mike, Kyle, Tanner, Davis and Cory. Nays: none. Absent: none. The motion carried.

DEPARTMENT REPORTS

BUILDING PERMITS

EMPLOYEE REPORTS – Village Offices will be closed July 3rd for the Independence Holiday

LIBRARY REPORTS

AGENDA ITEM #13: Adjournment

All agenda items having been considered, it was moved by Kyle and seconded by Mike to adjourn this Regular Meeting. Ayes: Davis, Kyle, Cory, Tanner, Mike. Nays: none. Absent: none. The motion carried and the meeting was adjourned at 9:00p.m.

ATTEST:

Village Clerk

Chairman-Elm Creek Village Board

(SEAL)