

**VILLAGE OF ELM CREEK
BOARD OF TRUSTEES
REGULAR MEETING MINUTES
DECEMBER 22, 2016, 7:30 P.M.**

A Regular Meeting of the Elm Creek Village Board of Trustees convened in open and public session at the Village Center, 535 W. Boyd Avenue, Elm Creek, Nebraska at 7:30 p.m. on December 22, 2016. Advance Notice of this meeting was given in advance thereof by publication in the Beacon Observer and posting of same in three public places within the Village, 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. Chairman Jim Gunderson called the meeting by calling for the roll, with the following members responding: Kathy Labs, Jim Gunderson, Gary Brouillette, and Davis Miner. Absent: Cory Halliwell. Jim then stated that the Open Meeting Laws were posted in the hallway leading to the meeting room for the public's inspection.

CONSENT AGENDA

It was moved by Jim and seconded by Kathy to approve the Consent Agenda consisting of the minutes of the Regular Meeting on November 28, 2016 and the minutes of the Special Meeting on December 13, 2016 and approval of the Claims for the month of December 2016 totaling \$41,832.17. Ayes: Kathy, Jim, Gary, and Davis. Absent: Cory. Nays: none. The motion carried.

It was moved by Jim and seconded by Davis to adjourn the meeting Sine Die. Ayes: Jim, Kathy, Gary, and Davis. Nays: none. Absent: Cory. The motion carried. Jim and the board formally thanked Kathy Labs for her service. The Clerk then administered the Oaths of office to the newly elected board members, Davis Miner and Mike Brown. Cory Halliwell took his Oath of office toward the end of the meeting as he was unable to be here at the start of the meeting.

REORGANIZATION

The Clerk asked for nominations for Chairperson of the Board. Gary Brouillette nominated Jim Gunderson. It was then moved by Gary and seconded by Davis to cease nominations. Ayes: Mike, Gary, and Davis. Abstain: Jim. Nays: none. Absent: Cory. The motion carried and the nominations ceased. There was no need to carry out a secret ballot vote. Jim Gunderson was reappointed as Chairman. Jim then appointed Davis Miner as Vice-Chairman. It was moved by Jim and seconded by Gary to ratify the appointment of Davis Miner as Vice Chairman. Ayes: Mike, Jim, and Gary. Abstain: Davis. Absent: Cory. Nays: none. The motion carried.

DEPARTMENT REPORTS

EMPLOYEE REPORTS: Nothing to report this month.

SHERIFF'S REPORT: Captain Bob was not present. No report given.

REGULAR AGENDA

AGENDA ITEM #1: Designate depositories for Village funds; designate legal publication.

It was moved by Jim and seconded by Gary to approve Firstier Bank and Farmer's Merchants Bank as the designated depositories for the Village funds. Ayes: Gary, Mike, Davis, and Jim. Nays: none. Absent: Cory. The motion carried.

And it was moved by Jim and seconded by Davis to approve the Beacon Observer as the legal publication. Ayes: Gary, Mike, Davis, and Jim. Nays: none. Absent: Cory. The motion carried.

AGENDA ITEM #2: Appointment of Village officials and Boards

It was moved by Jim and seconded by Davis to appoint the following officials and boards:

- A. Village Attorney- Dewald Deaver Law Firm

- B. Village Engineer-Oak Creek Engineering
- C. Street Commissioner-Oak Creek Engineering
- D. Village Clerk/Treasurer-Wendy Clabaugh
- E. Utilities Superintendent- Clint Carr
- F. Emergency Management Director-Clint Carr
- G. Librarian-Jane Walker
- H. Zoning Administrator-Clint Carr
- I. Board of Health-Captain Bob Anderson, Carol Jorgensen, and Jim Gunderson
- J. Committees: to Park/Cemetery: Cory, Mike and Jim; Sewer/Water: Gary and Jim; Streets/Garbage: Davis and Jim.

Ayes: Davis, Gary, Mike, and Jim. Nays: none. Absent: Cory. The motion carried.

AGENDA ITEM #3: Approval to continue with monthly employee benefits for fulltime employees in 2017.

It was moved by Gary and seconded by Jim to continue with the monthly employee benefits for the full time employees in 2017. Ayes: Gary, Mike, Davis, and Jim. Absent: Cory. Nays: none. The motion carried.

AGENDA ITEM #4: JEO/Water Tower Project bids and the awarding of the project

The board conducted a review of the bids for the Water Tower Recoating Project. One of the bids was from Maguire Iron. The board has worked with Maguire Iron for over 25 years on our current water tower. It was Maguire Iron that built and installed this water tower and they have done the inspections every 5 years since it was installed. Out of no disrespect for the other companies, as I'm sure they would do a great job, it came down to the fact Maguire Iron knows our water tower inside/out and has a strong working relationship with the village and board regarding the water tower. It was moved by Gary and seconded by Davis to award the bid to Maguire Iron, Inc out of Sioux Falls, South Dakota in the amount of \$113,880.00. Ayes: Gary, Mike, Davis, and Jim. Nays: none. Absent: Cory. The motion carried.

AGENDA ITEM #5: FCCLA Project – Safe Routes to School

This agenda item was moved to the end of the meeting as the FCCLA members had not shown up yet to attend the meeting. Prior to the meeting, Clint was approached by Renee Bauer regarding painting the crosswalks on the south west corner of the school. They want to repaint the stripes on the east side of the intersection and the north side of the intersection. Clint said he could provide them with white street paint and it would cost the village approximately \$130. FCCLA would paint the stripes. It was moved by Jim and seconded by Davis to have Clint provide FCCLA with the paint at a cost of approximately \$130 so they can paint the crosswalk stripes. Ayes: Gary, Mike, Cory, Davis, and Jim. Nays: none. The motion carried.

AGENDA ITEM #6: Stan Brodine/American Legion requesting KENO funds to help pay for cemetery flags

Stan Brodine along with other members of the American Legion was present to request KENO funds to purchase 15 cemetery flags. The Village will be purchasing the flags for the cemetery this time. They need 10 replacement flags for the ones they retired and Clint mentioned that we will need 5 new flags for the newest section (7) of the cemetery. The Legion provided the clerk the catalog to order the flags. They would like us to purchase the 5ft x 8ft nylon flags at \$29.95 each plus shipping costs. It was moved by Jim and seconded by Davis to use KENO funds to purchase 15 flags up to a limit of \$500.00. Ayes: Gary, Mike, Davis, and Jim. Absent: Cory. Nays: none. The motion carried.

AGENDA ITEM #7: Christmas Lights Old/New

Last year the board approved the purchase of 10 new Christmas street lights, (snowflakes) to be ordered through Temple Display. We have had lots of compliments on how nice the new lights are and we will need to replace more of the old lights. We had received a 33% discount last year and the board would like Clint to check into the costs of purchasing 20 more new Christmas lights, either through Temple Display or Display Sales. This will be added to the January agenda. No action taken.

AGENDA ITEM #8: Pole Banners

At our October meeting during the discussion to hang the Booster Clubs Elm Creek Buffalo Flags downtown, it was also mentioned about the possibility of purchasing and hanging pole banners. Wendy was to get pricing from M&J Signs. Mike Brown brought pricing for the board to discuss and as for the design; the village board thought it would be a great idea to get the school involved in the design process. The board would like to have the students come up with the design for the new banners and make it a contest for the students. The students will come up with the design. The teachers and administration will choose the top 3 designs in each class and they will be presented to the Village Board. The Village Board will then narrow it down to the top 3 or 4 designs. The Community of Elm Creek will then vote on one design to represent the Village of Elm Creek to be displayed throughout downtown. This idea will be discussed with the school after the holiday break. No action taken.

AGENDA ITEM #9: Ball field Concession Stand Project

Clint has quite a bit of the renovation completed and has used up the \$3,000 of the Keno funds that was approved in October but will have more expenses as he has yet to order the roll door, countertops, lights and we have yet to receive the invoice for the block work amongst other supplies needed. He thought he would easily use at least another \$3,000 to get the project completed. It was moved by Jim and seconded by Davis to allow Clint an additional \$3,000 out of the General Fund to complete the ball field concession stand project. Ayes: Gary, Mike, Davis, and Jim. Nays: none. Absent: Cory. The motion carried.

AGENDA ITEM #10: Executive Session.

It was moved by Jim and seconded by Davis at 8:50pm to go into executive session to discuss auditors. Ayes: Mike, Jim, Gary, Cory, and Davis. Nays: none. The motion carried. It was moved by Jim and seconded by Davis at 9:20pm to come out of executive session. Ayes: Mike, Jim, Gary, Cory, and Davis. Nays: none. The motion carried.

AGENDA ITEM #11: Adjournment.

All agenda items having been considered, it was moved by Davis and seconded by Cory to adjourn this Regular Meeting. Ayes: Gary, Cory, Davis, Mike, and Jim. Nays: none. The motion carried and the meeting was adjourned at 9:21 p.m.

Chairman-Elm Creek Village Board

(SEAL)

ATTEST:

Village Clerk