

**VILLAGE OF ELM CREEK
BOARD OF TRUSTEES
REGULAR MEETING MINUTES
DECEMBER 21, 2017, 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 21, 2017. 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: Mike Brown, Jim Gunderson, Tanner Tool, Davis Miner and 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 Davis to approve the Consent Agenda consisting of the minutes of the Regular Meeting on November 16, 2017 and the approval of the Claims for the month of December 2017 totaling \$60,342.47. Ayes: Mike, Jim, Tanner, Cory and Davis. Absent: none. Nays: none. The motion carried.

It was moved by Jim and seconded by Davis to adjourn the meeting Sine Die. Ayes: Jim, Mike, Tanner, Cory and Davis. Nays: none. Absent: none. The motion carried.

REORGANIZATION

The Clerk asked for nominations for Chairperson of the Board. Cory Halliwell nominated Jim Gunderson. It was then moved by Davis and seconded by Mike to cease nominations. Ayes: Mike, Tanner, Cory and Davis. Abstain: Jim. Nays: none. Absent: none. 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 Cory to ratify the appointment of Davis Miner as Vice Chairman. Ayes: Mike, Jim, Cory and Tanner. Abstain: Davis. Absent: none. Nays: none. The motion carried.

DEPARTMENT REPORTS

EMPLOYEE REPORTS: Clint reported there have been issues with lumber being thrown in the garbage dumpsters. It was decided that when someone rents the large dumpster, they would be provided a form that would list the acceptable items and unacceptable items that can be disposed of. Clint discussed with the board purchasing 30 more flags from the same company as last year for the new flag poles the guys are installing at the cemetery. It would cost approximately \$675. The board wants this as an agenda item for January meeting. Clint and Wendy discussed with the board a cemetery release that Luke will be typing up regarding one of the cemetery plots. No action will need to be taken by the board regarding this release. Clint also reported that Walters Electric will be coming in sometime to replace over a half dozen switches that we have had some issues with. Wendy updated the board regarding the auditors who were here the previous week. One of the items that the auditors want the village to do is clean up the customer deposit account and the board to decide if the village should continue to charge deposits for new service or if they wish to do away with customer deposits altogether. The board also wanted to have this on the January agenda and will have the customer deposit ordinance removed.

SHERIFF'S REPORT: No report

REGULAR AGENDA

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

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

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

AGENDA ITEM #2: Appointment of Village officials and Boards

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

- A. Village Attorney- Dewald Deaver Law Firm
- B. Village Engineer-Lance Harter with Oak Creek Engineering
- C. Street Superintendent- Lance Harter with 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: Tanner and Jim; Streets/Garbage: Davis and Jim.

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

AGENDA ITEM #3: Approval to continue with monthly employee benefits for fulltime employees in 2018.

It was moved by Jim and seconded by Tanner to continue with the monthly employee benefits for the full time employees in 2018.

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

AGENDA ITEM #4: Hannah Carr – Christmas Sidewalk Chalk

Item skipped

AGENDA ITEM #5: Trailer and Camper Ordinance

Jim asked the board for some suggestions or guidance to provide Luke in typing up a new ordinance regarding our current trailer and camper ordinance. Tanner brought in Kearney’s ordinance as a sample to provide some insight. They would like to have this on the January agenda to discuss with Luke.

AGENDA ITEM #6: Banners

Banners were discussed and Mike will have the design ready for the January meeting.

AGENDA ITEM #7: Personnel Manual

Holiday paid leave was discussed and the board would like to have it updated in the handbook. It was moved by Jim and seconded by Davis to give the employees two days paid leave for Christmas. Ayes: Tanner, Mike, Davis, Cory and Jim. Absent: none. Nays: none. The motion carried.

AGENDA ITEM #10: Executive Session.

It was moved by Jim and seconded by Davis at 9:20pm to go into executive session to discuss personnel. Ayes: Mike, Jim, Tanner, Cory, and Davis. Nays: none. The motion carried. It was moved by Jim and seconded by Mike at 9:45pm to come out of executive session. Ayes: Mike, Jim, Tanner, Cory, and Davis. Nays: none. The motion carried.

AGENDA ITEM #11: Adjournment.

All agenda items having been considered, it was moved by Tanner and seconded by Mike to adjourn this Regular Meeting. Ayes: Tanner, Cory, Davis, Mike, and Jim. Nays: none. The motion carried and the meeting was adjourned at 9:46p.m.

Chairman-Elm Creek Village Board

(SEAL)

ATTEST:

Village Clerk