

VILLAGE OF CLEARWATER, NEBRASKA
MINUTES OF THE REGULAR MEETING
FEBRUARY 13, 2023

The Board of Trustees of the Village of Clearwater met in regular session Monday, February 13, 2023, at 8 p.m., in the fire hall meeting room. Meeting was opened at 8 p.m. Notice of meeting was given in advance by publication in *Summerland Advocate-Messenger* and notice was given to board members before meeting. Public was informed of location of Open Meeting Act poster. Present: Cody Kester, Marsha Hart, Jeff Schlecht. Absent: Kelly Kerkman, Brian King. Others present: Maintenance Troy Behnke, Economic Development Director Lauren Sheridan-Simonsen, Attorney Kyle Petersen, Reporter LuAnn Schindler, Tony Blecher, Andrew Blecher, Dennis Sanne, Dwaine Trease, Doug Sanne, Clerk Angie Hupp.

Motion by Schlecht, seconded by Hart, to approve the minutes of the January 10 meeting and one- and six-year street plan hearing with one amendment to change the amount of original building permit fine from \$10 to \$50. Voting aye: Schlecht, Hart, Kester. Voting nay: none. Absent: Kerkman, King.

Motion by Hart, seconded by Schlecht, to approve treasurer's report as presented. Voting aye: Schlecht, Hart, Kester. Voting nay: none. Absent: Kerkman, King.

Late utility bills were presented. No customers received disconnect notices.

Motion by Schlecht, seconded by Hart, to waive three readings of Ordinance 2023-1. Voting aye: Schlecht, Hart, Kester. Voting nay: none. Absent: Kerkman, King.

Motion by Hart, seconded by Schlecht, to approve Ordinance 2023-1 authorizing the issuance of sewer revenue bonds, in the amount of \$2,109,000, to be paid to the USDA over a period of 40 years for sewer utility improvements. Voting aye: Schlecht, Hart, Kester. Voting nay: none. Absent: Kerkman, King.

Motion by Schlecht, seconded by Hart, to approve paying HBE CPA claim of \$7,500 for 2021-2022 audit progress as required by USDA, pending USDA approval. Voting aye: Schlecht, Hart, Kester. Voting nay: none. Absent: Kerkman, King.

Motion by Hart, seconded by Schlecht, to approve reimbursement Drawdown #3 for \$19,960.13 from NAHTF grant for approved Stearns Construction claims. Voting aye: Schlecht, Hart, Kester. Voting nay: none. Absent: Kerkman, King.

Opened hearing for Citizen's Advisory Review Committee report at 8:07 p.m. In the absence of committee member Dawn Curtis, the report was presented by Economic Development Director Lauren Sheridan-Simonsen. Committee members found that LB840 funds are being used in an appropriate manner according to state statutes. Motion by Schlecht, seconded by Hart, to close CARC hearing at 8:09 p.m. Voting aye: Schlecht, Hart, Kester. Voting nay: none. Absent: Kerkman, King.

Tony Blecher recently purchased a shop at 505 First St. and is interested in purchasing the Village-owned lot to the west of his property, to use for parking. The lot has a culvert that drains all the water from the west side of town to the highway drainage ditch. Some discussion was held, but then tabled until next month when some research could be done and the rest of the board was present.

Motion by Schlecht, seconded by Hart, to approve building permit for Dwaine and Deb Trease at 707 Nebraska St., to build a 50 ft. by 140 ft. storage unit immediately north of the existing 50 ft. by 60 ft. unit. Voting aye: Schlecht, Hart, Kester. Voting nay: none. Absent: Kerkman, King.

Motion by Hart, seconded by Schlecht, to approve publishing a notice of bids for haying the dike north of town and field south of town by tree dump. Voting aye: Schlecht, Hart, Kester. Voting nay: none. Absent: Kerkman, King.

Motion by Hart, seconded by Schlecht, to approve Resolution 2023-5 editing paid holidays in employee handbook to allow for one paid holiday per year to be a floating holiday, at the discretion of the employee. Voting aye: Schlecht, Hart, Kester. Voting nay: none. Absent: Kerkman, King.

Motion by Hart, seconded by Schlecht, to approve Resolution 2023-6 setting equipment use and employee time rates for Clearwater citizens who ask to use Village equipment, as well as creating a waiver to be signed before use. Voting aye: Schlecht, Hart, Kester. Voting nay: none. Absent: Kerkman, King.

Discussion was held regarding assisting Clerk Angie Hupp with answering questions in community profile for hazard mitigation planning. Participating in the planning is required to be eligible for FEMA and NEMA funds after a disaster.

No sheriff's report was presented.

Motion by Schlecht, seconded by Hart, to approve up to \$300 in LB840 funds to be used to create a Village logo, based on economic development board recommendation. Voting aye: Schlecht, Hart, Kester. Voting nay: none. Absent: Kerkman, King.

Motion by Hart, seconded by Schlecht, to approve up to \$300 in LB840 funds to purchase personalized mailboxes for graduating Clearwater seniors, based on economic development board recommendation. Voting aye: Schlecht, Hart, Kester. Voting nay: none. Absent: Kerkman, King.

Motion by Schlecht, seconded by Hart, to approve up to \$1,000 in LB840 funds to purchase plants and soil for Main St. planters, based on economic development board recommendation. Voting aye: Schlecht, Hart, Kester. Voting nay: none. Absent: Kerkman, King.

Motion by Hart, seconded by Schlecht, to approve Whitney Rittscher as a member of the Citizen's Advisory Review Committee. Voting aye: Schlecht, Hart, Kester. Voting nay: none. Absent: Kerkman, King.

Economic development report was presented. The NPPD-created community guide has been completed and a draft was presented to the board. Copies will be mailed to the community by NPPD.

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Sheridan-Simonsen is assisting the library board in searching for grants to help with library building expansion. A rough draft of a possible Village logo was presented with requests for the board and community members to provide opinions.

Discussion was held regarding policy on allowing non-employees of the Village to use personal equipment to remove snow from Village streets. Tabled until attorney was present.

Discussion was held regarding what the snow removal policy is for the Village. Kester stated that his understanding from previous board members was that the Village doesn't start until there are about three inches of accumulation, and if the State and County plows aren't out, the Village's aren't either. LuAnn Schindler asked how far into the parking spots on Main St. is the business owner's responsibility. Maintenance operator Troy Behnke will look into it. More discussion will be held next month.

Motion by Kester, seconded by Schlecht, to approve purchase of a hauling trailer at a cost of \$6,495 from CTK Truck & Trailer in Aurora. Voting aye: Schlecht, Hart, Kester. Voting nay: none. Absent: Kerkman, King.

Maintenance report was presented. Behnke completed Grade IV water operator classes Feb. 7-9 in Norfolk and took the test. Will be notified within the week of his passing or failing grade.

No park report was presented.

Motion by Hart, seconded by Schlecht, to approve wage raises for library help, excluding librarian, from \$9-10/hour to \$10.50/hour to align with Nebraska minimum wage requirements. Voting aye: Schlecht, Hart, Kester. Voting nay: none. Absent: Kerkman, King.

Motion by Schlecht, seconded by Kester, to approve Resolution 2023-7 listing items from the library as obsolete and allowing them to be sold or donated at the discretion of the library board. Voting aye: Schlecht, Hart, Kester. Voting nay: none. Absent: Kerkman, King.

Discussion was held regarding the need for expansion of the library space and some options. ESU administrator Corey Dahl replied to an email from Hupp stating that every space in the Clearwater Learning Center building is being used and they are not able to consider allowing the public library to move there. Schindler stated the old school shop or section in the community center were also possibilities, but each held its own problems as well. More discussion will be required in the coming months. Hupp let the board know that there are issues with both the library and office doors that will need to be repaired/replaced before the expansion plans come to fruition.

Library report was presented. Schindler stated that there were people coming forward who were willing to assist the Clearwater library with digitizing old newspapers, which was discussed and approved a year or so ago.

After Attorney Kyle Petersen arrived, more discussion was held regarding allowing non-employees to remove snow from streets. Ultimately, the Village is responsible for the care and maintenance of the streets, but the board is worried about squashing Clearwater's volunteer spirit. It was decided to postpone any decisions until next month.

Eight courtesy letters were mailed to residents with unlicensed/inoperable vehicles on their properties. Discussion was held regarding sending a letter to the four vehicle repair shops in town with the same information. The Village understands some leniency needs to be given to businesses so they can operate, but cars cluttering the area don't make anyone money. Motion by Kester, seconded by Schlecht, to approve having Hupp hand-deliver letters to the repair businesses. Voting aye: Schlecht, Hart, Kester. Voting nay: none. Absent: Kerkman, King.

Hupp hasn't had luck finding decently priced storage supplies including a four-drawer fireproof filing cabinet, fireproof safe, and storage cabinet. More investigating will be done so any decisions were postponed.

Hupp will be at clerks' conference during the regularly scheduled March meeting. Hupp presented several options to the board including keeping the meeting and asking someone to record and take notes in her stead or move the meeting to the week before. Motion by Kester, seconded by Schlecht, to approve moving the March meeting to Wednesday, March 8, at 8 p.m. Voting aye: Schlecht, Hart, Kester. Voting nay: none. Absent: Kerkman, King.

Clerk report was presented. There is a free, one-day training on USDA loans in Madison on April 19 that Hupp plans to attend. Paperwork has been started by the auditors. Hupp plans to find time each month to work on cleaning out the file storage room, with hopes to eventually host a town paper shredding day. The board, clerk, and maintenance operator will fill out forms to receive ID cards from NEMA for emergency purposes.

Unfinished business: Discussion held regarding whether septic tanks are allowed in Village limits. Hupp had not been able to find anything, however, Petersen stated that in Section 7:304 of the municipal code, is a mandatory hook-up for sewer utilities.

New business: Discussion held regarding when to begin advertising for summer help. Board stated to start the beginning of March as they have in the past.

Discussion regarding whether to pay for roll-off dumpsters in May and for how long will be decided next month.

Discussion held regarding the fact that the Village needs to find a plumber who is willing to work in town and able to tie into water mains and other municipal needs.

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Dennis Sanne spoke to the board as CORE president, regarding the need for an updated housing survey. Sheridan-Simonsen stated it was set for 2024. Sanne said another member found a survey option that could be completed by the community without the cost of hiring a company to perform it. He would get more information to present another time.

Motion by Hart, seconded by Kester, to approve claims and payroll. Claims: \$55,951.51; Wages: \$6,562.14. Voting aye: Schlecht, Hart, Kester. Voting nay: none. Absent: Kerkman, King.

General Checking

Northeast Neb. Clerks' Association, dues, 20.00; Quality Iron & Metal, sup, 4,592.50; City of Neligh, srv, 3,490.69; Bomgaars, sup, 55.36; Eakes Office Solutions, sup, 57.90; Antelope Co., srv, 100.00; CNA Surety, ins, 360.00; Bearer Tax & Accounting, tx, 70.00; WEX Bank, fuel, 1,192.24; Main St. Repair, srv, 895.68; ERPPD, util, 1,197.42; NNTC, util, 159.79; Clearwater Market, sup, 23.57; ColdType Publishing, adv, 126.24; Farmers Pride, fuel, 272.60; Neligh Auto & Machine, sup, 140.84; Nielsen Insurance, ins, 280.00; Black Hills Energy, util, 671.31; Regina Krebs, CPA, tx, 2,025.00; Jarecki Sharp & Petersen, lgl, 300.00; Antelope Co. Sheriff, srv, 1,202.25; Economic Savings, tnfr, 2,245.50; General Savings, tnfr, 2,245.50; Neb. Dept. of Revenue, tx, 1,172.40; Capital One Spark, sup, 214.40; EMC Insurance, ins, 3,693.53; Payroll, pay, 5,763.31.

Water/Sewer Checking

gWorks, srv, 904.00; City of Neligh, srv, 500.00; Neb. Rural Water Association, dues, 250.00; Municipal Supply Inc., 698.88; Neb. Public Health Enviro Lab, srv, 285.00; US Post Office, srv/sup, 217.70; ERPPD, util, 781.28; Sargent Drilling, rpr, 9,291.50; NDEE Drinking Water Division, edu, 80.00; Bud's Sanitary Service, srv, 2,714.00; Neb. Dept. of Revenue, tx, 508.50; Water Savings, tnfr, 685.00; Sewer Savings, tnfr, 865.00; Lagoon Savings, tnfr, 1,450.00.

Fire Checking

Overhead Door Co., rpr, 108.00; Northeast Community College, edu, 55.63; Antelope Memorial Hospital, sup, 360.78.

Library Checking

Amazon, sup, 219.15; Clearwater Market, sup, 7.95; Capital One Spark, sup, 1,664.42; Payroll, pay, 798.83.

Grant Checking

HBE CPAs & Consultants, srv, 7,500.00.

Credit Card

Web Network Solutions, srv, \$199.95; Etsy, sup, 241.03; Fun & Function, sup, 178.11; Amazon, sup, 1,245.28; Rackspace Email, srv, 14.95.

Doug Sanne spoke briefly regarding the potentially dangerous dog at a residence near him. The board said they would discuss in executive session.

Motion by Schlecht, seconded by Kester, to enter executive session at 9:58 p.m. to discuss possible litigation issues. Voting aye: Schlecht, Hart, Kester. Voting nay: none. Absent: Kerkman, King.

Motion by Schlecht, seconded by Kester, to exit executive session at 10:19 p.m. Voting aye: Schlecht, Hart, Kester. Voting nay: none. Absent: Kerkman, King.

Motion by Kester, seconded by Hart, to adjourn. Voting aye: Schlecht, Hart, Kester. Voting nay: none. Absent: Kerkman, King. Meeting adjourned at 10:32 p.m.

Chairperson

Clerk