

VILLAGE OF ELMWOOD

BOARD OF TRUSTEES

December 4, 2024 7 PM

REGULAR BOARD MEETING MINUTES

Meeting Held at Elmwood Village Office

The Village Board of Trustees met in regular session on Wednesday, December 4, 2024. Chair Person, Renee Holland, called the meeting to order at 7:00 pm. Holland stated that a current copy of the Nebraska Open Meetings Act was posted.

Roll Call: Becky Kicak, Patric Euse, Tony Greise, & Renee Holland. Heather Scott absent

Consent agenda: Kicak motioned to approve the consent agenda, Euse seconded the motion. RCV: 4-0 ayes Motion carried

Claims Key: Bond Debt(BD)Contract Labor(CL), Electricity (E), Education(ED)Natural Gas (NG), Monthly Allotment (MA), Refuse (R), Fuel (F), Supplies (S) Publication (P), Telephone (T), Mile Reimbursement (MR), Labs (L), Attorney (A), Cellphone(CP), Postage(PO), Payroll Tax(PT), Capital Improvement(CI), Simple IRA(SI), Dues(D), Payroll (PR) Education (EDU) Workman's Comp Audit (W) Petty Cash Reimbursement(PR), Engineer (EN) , Sales Tax (ST), Truck Repair (TR), Dog License (DL), Street Surface Supplies (SSS), Tech. Repair (TR) Tech. purchase (TP), Debt Service (DS)

Claims: IRS (PT) 1985.63, NE Dept of Labor (PT) 321.88, Payroll 6467.60, American Funds(SI) 292.24, S&L(CL) 250, C-store(F) 160.58, NE Dept of Rev(ST) 1201.60, TACSS(D) 198, Library(MA)2916.67, Solheim(A)750, CC Refuse(R) 75, CC Treasurer(D)100, WinWater (S) 817.05, Meeske(S)79.97, Windstream(T) 200.80, CCNEDC(D) 1000, OPPD(E)3459.70, USABlueBook(S)157.10, Copple(TR)273.07, Municipal Supply(S)2317.85, Westover(SSS)1648.02, PowerManager(D)2978.54, Verizon(CP)53.75, Utility Service Co.(CL)2803.80, Quill(S)333.59, PeopleService(CL)650, NE Lab(L)15, JEO(EN)9000, Michael Todd(S)110.19, HP(TP)695.49

Public Comment Period none

New Business

Discussion/Action Updated contract with Solheim Law Firm LLC

The board reviewed the changes to the Solheim Law Firm LLC contract. Solheim Law Firm will be increasing their retainer fee to \$900/month instead of the current \$750. Kicak motioned to approve the increase and retain Solheim as the village attorney, Greise seconded. RCV: 4-0 ayes.

Discussion/Action Updated recommendation from Planning & Zoning for 317 N 3rd Street

The board reviewed the new recommendation from the planning and zoning committee. It was discussed that if the building follows the 3 requirements of the color matching the house, maintaining the current location regarding the property line and Mr. Poole providing signed letters from his neighbors with their consent, then the planning committee would approve his building permit and variance application. Mr. Poole brought the signed letters from his neighbors to the meeting tonight and gave them to the clerk to keep on record. Euse motioned to approve the building permit with the new guidelines, Greise seconded. RCV: 4-0 ayes.

Discussion/Action Bid to change out membranes at the water treatment plant, approval of purchasing new membranes if necessary

Huxhold reports that the top row of the RO skid is plugged and is not filtering water the way it is supposed to. Mike Adair from PeopleService would like to have the clean membranes installed to see if that helps. Consolidated Water Solutions provided a bid to install the cleaned membranes and another bid for new membranes if this does not resolve the issue in which they would credit the fee for installing the clean membranes. Huxhold encourages all board members to come to the

water plant for a tour to see what he's talking about and working with. Euse motioned to approve the bid from CWS for \$1800 to install the clean membranes, and the bid for \$8480 to purchase and install the TorryTM720D400 membranes if this issue is not resolved or if nitrates increase drastically. Greise seconded. RCV: 4-0 ayes

Discussion/Action Marie Gregoire to discuss grant applications for 2025 Pie Ride and Trail towns survey

Ms. Gregoire here to retain permission to apply for grants for the 2025 Pie Ride season. She states that there will be 7 dates for the 2025 season starting the first Thursday in June. Gregoire mentioned that St. Mary's may be getting involved as well. Gregoire would also like to ask the board members to participate in a survey that will be come out for a new program called Nebraska Trail towns. She will send the information to the clerk. Kicak motioned to approve Ms. Gregoire applying for grants for the 2025 Pie Ride season, Euse seconded. RCV: 4-0 ayes

Discussion/Action Snow removal help as needed

The board discussed the need for part time help incase of large snow fall. David Althouse has provided his application and availability to help this season with snow removal as needed. Euse motioned to hire Mr. Althouse at \$20/hour as needed for snow removal, Kicak seconded. RCV: 4-0 ayes

Reports/Boards, Commissions, and Committees

Library: next meeting 1/6 at 7PM

Park: Christmas lights are up at the park/gazebo.

Streets: waiting to hear from Bornemeier on clearing the brush pile. Once it is cleared the board will discuss the future and ideas on organizing the area and starting a composting area, setting open/closed hours.

Water: The top row of the RO skid is plugged. waiting to hear back from funding agencies on funding for the water project.

Sewer: waiting for HTM to install the pump/motor

Planning/Zoning: Darren Petersen's term ends at the end of the month. Next meeting is 1/5 at 5 PM.

Correspondence: none

Personnel

A. Reorganization of the Board

1. Newly elect and re-elected members of the Board of Trustees take their oath of office (Administered by Village Clerk) Tony Greise and Renee Holland read and signed their oath of office as newly elected/reelected board members.
2. Roll call: Becky Kicak, Patric Euse, Tony Greise, Renee Holland.
3. The board of Trustees shall elect a Chair, then Vice Chair
 - i. Kicak motioned to maintain current Chair/Vice Chair appointments. Greise seconded. RCV:4-0 ayes
4. Appointments: (current appointments in parentheses)
 - a. Appoint Village Clerk-Treasurer (Alicia Greise)
 - a. Kicak motioned to appoint Alicia Greise as the village Clerk-Treasurer, Euse seconded. RCV: 4-0 ayes
 - b. Appoint Village Street Superintendent (Evan Wickersham)
 - a. Euse motioned to appointment Evan Wickersham as the Village Street Superintendent, Greise seconded. RCV: 4-0 ayes
 - c. Appoint Village Engineer (JEO Consulting Group)
 - a. Kicak motioned to appoint JEO Consulting Group as the Village Engineer, Euse seconded. RCV: 4-0 ayes
 - d. Appoint Village Attorney (Solheim Law, LLC)

- a. Euse motioned to appointment Solheim Law as the Village Attorney, Kicak seconded. RCV: 4-0 ayes
- e. Appoint Building inspector (Mike Jensen with Cass County Department of Zoning)
 - a. Greise motioned to approve Mike Jensen as the Building inspector, Euse seconded. RCV: 4-0 ayes
- f. Appoint Nuisance Officer (Tony Greise)
 - a. Holland motioned to appointment Becky Kicak as the Nuisance Officer, Euse seconded. RCV: 4-0 ayes
- g. Appoint Hearing Officer pursuant to Municipal code (Becky Kicak)
 - a. Euse motioned to maintain Kicak in the position, Greise seconded. RCV: 4-0 ayes
- h. Appoint Health Board (Patric Euse)
 - a. Greise motioned to maintain Euse in this position, Kicak seconded. RCV: 4-0 ayes
- i. Appointment of Planning Commissioners whose terms have expired (Darren Petersen)
 - a. Greise motioned to appointment Petersen for another term on the Planning Commission, Euse seconded. RCV: 4-0 ayes
- j. Appoint commissioners
 - a. Park Commissioner (Heather Scott)
 - i. Holland motioned for Scott to maintain her position as Park Commissioner, Kicak seconded. RCV: 4-0 ayes
 - b. Street Commissioner (Patric Euse)
 - i. Kicak motioned for Euse to maintain his position as Street Commissioner, Greise seconded. RCV: 4-0 ayes
 - c. Water/Sewer Commissioner (Tony Greise)
 - i. Holland motioned for Greise to maintain his position as Water/Sewer Commissioner, Euse seconded. RCV: 4-0 ayes
- B. Designation of American Exchange Bank as the Village Depository Bank
 - 1. Kicak motioned to designate American Exchange Bank as the village Depository Bank, Greise seconded. RCV: 4-0 ayes
- C. Designation of Official Newspaper for legal notices (The Voice News)
 - 1. Greise motioned to designate The Voice News as the office newspaper for legal notices, Euse seconded. RCV: 4-0 ayes
- D. Designation of method by which responsible advanced published notice of the time and place of each meeting of the Board of Trustees is to be given by the Clerk, setting forth the Posting of Notice and the three (3) public places in the Village of Elmwood where the same shall be posted. (Village hall, C-Store, Post office)
 - 1. Euse motioned to keep the designated posting places as the village hall, Convenience Store and Post office, Greise seconded. RCV: 4-0 ayes

Future agenda items

Work to increase the village's social media presence.

Adjournment: 8:00 PM

X *Renee Holland*

Renee Holland
Chairperson

X *Alicia Greise*

Alicia Greise
Clerk/Treasurer

