

Greenwood Nebraska

Small Town, Nebraska with Big Heart

Board of Trustees

January 9, 2019

Minutes

NOTICE IS HEREBY GIVEN that a Regular Meeting of the Greenwood Board of Trustees will be held at 7:00 p.m. on Wednesday, January 9, 2019 at the E.L. McDonald Community Center, 619 Main Street, Greenwood, Nebraska. Said meeting is open and the public is encouraged to attend. The Board of Trustees reserves the right to adjourn to Executive Session per State Statute 84-1410. The open meetings act is posted in the meeting room for the public to view.

Role Call- Mack, Piehl, Gerlach, Wilken, Starr are present

Consent Agenda

Minutes

Claims

Approval of time cards

Financials

Piehl mentioned that they were not going to pay HBE until she found out what the invoice was for. It was her understanding that Love was volunteering her time. She is going to call and ask for clarification regarding the invoice. Piehl made a motion to approve the consent agenda with the exception of invoice from HBE for 3010.00. Gerlach seconded the motion.

Aye-Starr, Mack, Piehl, Gerlach, Wilken

Nay-None

Motion carried

Sheriff's Report

The sheriff was not present for the meeting. Wilken said that if he would show up during the meeting, the board could ask him questions at that time.

Water Report Kenny Vandeman

Vandeman said that basically the system is running fine. He said he spoke with Harris from Layne, he is thinking that possibly they will be able to pull that well and get it inspected next week. They will be checking for problem with the casing of the well to see if that is why the nitrates continue to rise. The NRD has been out doing some core sampling around town and he is waiting to hear back from them to find out the nitrate results. He talked about the fire hydrant that was leaking down by Baker's Candies. He said that he tore it apart and it has an old rubber closing valve. He installed a new one but it is still leaking a bit. He said he will repull that when the weather gets a little better after he fixes the sewer down on the west side of town. He said that he has the control valve at the front of the hydrant closed but it is still workable. He said if there is a fire, he can have the hydrant back on in five minutes. It is not that we can't use it, he is just unable to leave it on when it is leaking in the cold weather. Gerlach asked if there are any tags on it stating this. Vandeman said no but has made the fire chief and crew aware of this. He explained that technically no one should be messing with the fire hydrant but the town guys or fire crew. He said if he sees someone messing with the fire hydrant he wants to know why. He said the leak is a minimal problem, it is still usable.

Wilken asked what day Layne thought they would be able to make it out. Vandeman said that they said by next Thursday or Friday he thought. Wilken asked on when he was going to work on the manhole over on 5th Street. Vandeman said that if we keep on having good weather, he should be able to get out there soon. He thought maybe next Tuesday or Wednesday he should be able to get out there. Wilken said if Fergus and Stewart are made aware maybe they could get the concrete cut for you. He said that even Monday

would be good if they could get it cut by Friday. He said the fix doesn't take that long to fix, the excavation is what takes the longest.

Gerlach asked Vandeman about the backflow tests for the trailer court. Vandeman said that the trailer court is required to have the tests yearly. He thinks he has reports from testing that was done from last February. He said that when he came back to work for the village in 2015, the testing had lapsed for around a year. He said that he got ahold of the owner and then he thinks he had it done regularly for the next few years. He said he is going to check his files to make sure. Gerlach said he just wanted to make sure because a citizen had thought that it had not been being done. Vandeman said he will check to make sure that it is current.

Communication of Citizens

Consider requests from individuals present. Each speaker will be allowed two minutes and no action will be taken on these topics until the next Board Meeting. The Village Board will review the matters and take action as they deem appropriate. Notice: There is to be no comments or disruption to the meeting in progress. You will be asked to leave if the above is not adhered to. We ask for your cooperation and courtesy. Thank You.

Ahlman mentioned that he had worked with the Forestry Division regarding a bad ash tree that he had.

Old Business

Discussion approve disapprove the opening of sealed bids for sale of 1990 GMC dump truck

All the bids were opened and announced by Starr. The highest bid was for \$2800.00. Piehl thought that was a fair price for the truck. Starr agreed. There was discussion from the maintenance guys that they would start using it again. It sat for a very long time. Starr said that he thought if they didn't receive a bid for over \$2000.00 they should keep it. Mack said that we actually do not know what it will cost to get it running correctly. Starr said that it works but doesn't run correctly. Vandeman said that it sounds like the truck has a bad valve. Starr asked him what he thought it would cost to fix it. Vandeman thought around \$1200.00 to \$1500.00. Vandeman thought it was still good enough to put around Greenwood with. Piehl said she thought it would be good enough to fix snow. Starr said it is an inconvenience with sander having to put it on and take it off the other truck all the time. Before they just put it on the green truck and left it on, so sanding was convenient. Piehl said it is just a thought and she wanted to throw it out there. Vandeman pointed out that it only costs you insurance to keep it and a little bit of repair if you chose to do that. Wilken said that he thought that it would cost around \$3000.00 to have a crate motor put in it. Wilken recommended that this be tabled until next meeting. Starr said if we get rid of it and then if all the sudden, we need something. Vandeman said that a little history on the truck, it has had a new transmission and a new rear end put in the last 15 years. It has had some repairs that you shouldn't have to worry about needing those repairs again. There are new springs on it. They have maintained it. The motor is like the last thing. Piehl said she was told that it would cost around 1500.00 just to get it running decent. Starr said that isn't something that needs to be done right away. It still runs. Piehl said she doesn't think it needs to be done right away. Starr said it still runs for what it is needed for. Wilken made a motion to table the bids for the 1990 GMC dump truck. Starr seconded the motion.

Aye-Piehl, Gerlach, Wilken, Starr, Mack Nay-None Motion carried

Discussion approve disapprove repayment plan for Yoder's

Wilken told Dennis that the board had the attorney draw up the paperwork. We can change the number to whatever you are comfortable with. Dennis said it really doesn't matter to him. Wilken said that we could also table this until next meeting so he would have been given time to look the agreement over. Dennis said he understands that there are others with the same issue. Wilkens said yes, he is currently working on another bill that was under charged. Dennis asked if that will come to agenda and there will be a vote? Will there be full restitution, like me? Wilken said yes, just like you. We will not be doing anything different. Gerlach asked if Dennis was aware of why this all came about? We requested a meter audit of everything in town. Dennis said he was unaware of that but did know that Fergus had checked it several months ago. Gerlach said that there were some discrepancies in billing and the state auditor had some input on this as well. Dennis said the worse thing is that he heard about this through citizens because no one walked across the street. He said he was unaware he was even on the agenda. He said the information was sent to the wrong address. He said that it sure would have been nice to know that he was

on the agenda. Piehl said she just wanted Dennis to know that everyone in town is part of the meter audit. Dennis said everyone is focused on the discrepancies on the electrical, but maybe the board should be focused on zoning and the businesses in town listed as commercial. Dennis said that he talked to Fergus yesterday and he told him there is no residential or commercial rates. Dennis said that everyone else he talks to says there are different rates for residential, commercial, and three phase rates. Dennis said some fairness would be nice. Piehl said that they have been discussing the three phase during board meetings. We discussed the businesses in town who are using three phase that need to be charge three phase rates. They are getting looked at as well. Theirs are being changed as well. Dennis asked if there are businesses who are not using three phase? Wilken said there is a business that isn't. Piehl said we are trying to make things right straight a crossed the board. Dennis asked this stuff doesn't happen overnight? Piehl said unfortunately not. Dennis said he will start repaying next month. Gerlach made a motion to accept the agreement entered into to today, January 9, 2019. This agreement is entered into today by the village of Greenwood and Yoder's Amish Furniture Company in care of Roger Dennis. We have agreed on a rate of repayment of \$1000.00 due on March 1, 2019. Mack seconded the motion.

Aye-Wilken, Starr, Mack, Piehl, Gerlach Nay-None Motion carried

Discussion approve disapprove nominees for zoning administrator

Cadwell said the nominees are Lynn Ahlman, Jerry Corey, and Jim Pinkman. Wilken said he will nominate Jerry Corey for zoning administrator. Starr seconded the motion.

Aye-Piehl, Wilken, Starr, Mack Nay-Gerlach Motion carried

Discussion approve disapprove BHHC insurance renewal

Tom Farrell said he is an insurance agent with Miller Monroe Farrell insurance agency out of Nebraska City. He passed out documentation that he said is a quick summary of the town's expiring insurance policies. He said that he has been the agent for the city on and off for 25 years. He explained that few things to discuss are our terrorism forms. He said that you do not need to have terrorism coverage, but if you choose not to accept terrorism that you need to sign a form saying you rejected it. Terrorism is an event that has to be wide spread. It will have to affect many folks. He said that the federal government pays ninety percent the damages for any terrorism event. If the board is worried about the ten percent than the board will want to take it. If you guys will like to reject it, you can save \$445.00 on your insurance costs for the year. He said that the expiring premiums are \$24,630.00. Renewal premiums are \$25,445.00. The increase of premium was due to an audit. He explained that the road and street payroll increased about \$17,000.00. He said the premiums have held pretty close otherwise. He said given the market place and the fact that they are still giving you a \$1000.00 deductible is a pretty good deal. He pointed out that breakdowns of the coverage for each building, shop, vehicle, etc. He said that he doesn't think it is beneficial for him to read through everyone of those things. If you happen to have any questions, he would be happy to answer them. Wilken asked what the umbrella was? Farrell said that it is 4 million. He said that we have a total of 5 million for any one occurrence. There is a state liability act the maximum the municipality can be liable for is 5 million dollars, per each person or occurrence. He said that precludes what you can be made liable for in a federal court. Federal courts have no maximum amounts. Federal offenses can be things like violation of the civil rights or employment practices liability. He said that is why you carry the 4 million umbrella policy.

The three vehicles that are insured are showing work comp payroll. The work comp payroll is audited every year. He said you will have fun with that when that comes in. He said that you can always call his office if you have any questions. Starr said he noticed that equipment on here is undervalued. Farrell said you will only get actual cash value so we want to make sure that those values are accurate with what it would be worth if you tried to go replace it. Wilken pointed out that we no longer had one of the mowers and we also don't have the caterpillar skid steer. We will need to add the bobcat. He said you can email him the corrections next week.

Farrell also mention that Gerlach had contacted him regarding the cyber liability coverage. There is a concern out in the market place today regarding what if I get hacked and they take information or if they freeze my computers. Farrell said by the way it happened to a community south of here recently. If they want \$50,000 to let you have your computers back, by the way extortion is covered in the cyber liability policy. It also covers first party things. This would be like how were you as the village damaged by these

things. What will it take to recover your records? What will it take in regard of expenses to notify everyone that you were hacked? There is also third-party liability. You damaged somebody. You keep financial records, social security numbers, or whatever records you keep and the hackers got to that. Those people would have loss. If you were sued, there would be money to cover that. There are also minor things like internet fraud or electronic funds transfer. Say a company does business with XYZ Company in China and they get a bill from XYA company. The person doesn't realize that they XYA and not XYZ company and sends them \$30,000. This is a true story and luckily the person realized their mistake and caught the money in San Francisco right before the money was to be transferred over. That type of coverage could be included or purchased separately. Someone misleads you into thinking you owe a bill and you pay it, but it really wasn't owed. Things like that are included. The cost of this is probably a minimum premium of around \$1000.00 up to \$2500.00. There are some folks that say they have safe guards in place. I don't have computers anywhere that someone could access them. I don't have an internet websites or other ways for people to get in and they don't want that coverage. He explained that he would support that decision. He said that he is just here to share with you that the coverage is available if needed. He was asked to bring that forward so that the board could discuss this. He does have an application that would need to be completed if you are interested. There would also have to be certain safe guards in place before they would offer you coverage. Piehl asked what the safeguards would be? He said that there would have to be internet security in place and you have to have internet technologies in place on websites that you buy and sell things on. He said that he can leave an application if the board is interested. He said he can also get a quote. He said it couldn't hurt anything. Gerlach said that he thinks that it is a good idea. Dennis asked when the last time they had a claim. Farrell said general work comp claims every once and a while. Dennis asked what the difference would be if they raised their insurance premium. He thought \$1000.00 is pretty low, isn't it? Wilken and Piehl agreed that it is low. Dennis said if it is not very frequent why not raise the deductible? Farrell said that the property premium is renewal is \$6,634.00. If you went from an \$1000.00 deductible to a \$2500.00 deductible it could save you around \$600.00 a year. He said that he is guessing right now. He said that he tells people that if your cross over is 5 years or less, you should probably raise your deductibles. Farrell said he could certainly get you some options up to \$5000.00. Wilken said that he should leave the contract for the cyber liability. Wilken said the playground equipment is probably undervalued. Starr asked if we had the ball field fences still? He said that he sees they are on here. Wilken said that figure is probably just for the back stops. Farrell said he was looking at that today and was wondering do you really need insurance on some of these items, unless there would be a tornado that blew through taking everything out. He said that he wonders if it is worthwhile to spend insurance dollars on. Wilken said the concession stand is not worth \$10,000. Piehl thinks we should probably review these numbers. Vandeman said that the honey wagon should not be insured at all. It hasn't been used twice in ten years. He doesn't even know if the vacuum pump on it works anymore. Farrell asked if the village still had an agreement with Waverly to borrow trucks sometimes. If you are not let's take that off, because we don't need to be spending money on that. Wilken said that we were letting them use our backhoe and they were letting us use their sewer jet. Gerlach asked when Farrell needed changes? Farrell said he is renewing that so let's just make the change on the renewal date. Wilken said we will try to have something over to you by Friday. Wilken said we need to put the tar machine on here as well.

Gerlach made a motion to approve the Miller Monroe Farrell insurance renewal pending update equipment and property premium quotes. Starr seconded the motion.

Aye- Mack, Piehl, Kevin, Wilken, Starr Nay-None Motion carried

New Business

Approve/Disapprove of Cadwell attending clerk's school

Wilken said she is wanting to go to new clerk school in Kearney for a week. The price for the class in \$393.00. She will need her hotel stay, meals, and mileage reimbursed as long as she provides us with receipts. The dates will she will attend are March 18-22. Mack made the suggestion that comes to lodging and those other expenses. Wilken said they will pay for the hotel stay up front.

Wilken made a motion to approve Cadwell going to municipal clerk school. Piehl seconded the motion.

Aye- Gerlach, Wilken, Starr, Mack, Piehl Nay-None Motion carried

Discussion approve/disapprove board members attendance for mid-winter conference

Wilken said it looks like the first day is for the new board members. Wilken said that it probably would not hurt to attend both days of the conference if members can attend. Piehl asked when the members need to be registered by? February 8, 2019 Cadwell told her. Cadwell said she would like each member to fill out the registration with the dates they are able to attend and then she will turn the forms in all together. Wilken pointed out that the rate is discounted if they register before February 5, 2019. Piehl made a motion to have all board members attend the midwinter conference. Gerlach seconded the motion.

Aye-Wilken, Starr, Mack, Piehl, Gerlach

Nay-None

Motion carried

Board questions and comments

Mack said he had some questions regarding how spending of the library is handled. Wilken was told her board approves it and the village pays for it. Wilken said that he feels like in order for her to purchase things the board should give approval as well. Piehl said to an extent she should ask for our approval. She said that she knows they need to sit down and talk to her. She said she knows that the spending is within the library budget. She turns the invoices in and says this is what she is going to spend. She said she also knows that she applies for a lot of grants. Piehl said she and Starr would sit down and meet with her. Wilken said it is not as if we would turn her down, but we make every other department do it. Starr said that they have never had a review with Frank either. Piehl suggested scheduling a meeting with Frank. Mack said that his only concern is that the invoices come to us to get paid and no one has approved it. Gerlach said that it was brought to his attention awhile back that citizens would like to have the ability to pay for things other than utilities on the website. He is questioning whether we would be able to add permit fees and other services like that to our online payment system. Gerlach asked the other board members if they would be in agreement to that. Wilken said that is fine but like with an ATV fee they will need to come up and get the sticker anyway. Piehl pointed out that with a pet license they will need to come up and get their pet tag too. Gerlach said that it was brought up paying for August Days and stuff like that. Piehl said that she feels like that is too much extra work. She said that we would need a way of keeping that separate from everything else. She asked Cadwell if she agreed? Cadwell agreed and added that she is the one who is keeping track of the credit card payments. She said they never come in as they are received. She explained that sometimes they come in as sums that have been lumped together. Sometimes they take days to enter the account. She said that it is time consuming and takes about a half a day to make sure everything reconciles at the beginning of the month. Piehl said that trying to figure out what they are paying for would be way too hard. She said unfortunately it doesn't work as simple as you would think. Cadwell pointed out that it costs the village money. She said that there is a cost to provide that service. Gerlach brought up the invoice cloud has different modules for paying different things. Starr said that maybe we can take a look at it. Gerlach brought up contact information for the village clerk. Gerlach said when he called constellation it says the Kellogg was still our clerk. Cadwell said that she has had contact with them and they are aware that she is now the clerk. He says that there are other numerous places that send us invoices that still say Stein or Fiala. Gerlach said that we need to send a blanket email or letter out to let companies know that there is a new clerk.

Wilken said that numerous people have complained to him that the meters were read late last month. It was determined that the meters will be read on the 21st of each month unless it was a weekend.

Wilken mentioned that the maintenance men are close to getting the tree trimming. He asked the board if there were any other projects that need done? Vandeman said that he would suggest having them clean and regrade some of the culverts. Vandeman said that he would not mind helping them with this. Wilken said that the same thing will need to be done on 4th Street. He said that he isn't for sure if they would need a manhole there. He thought a clean out would work. Vandeman said that the cleanout would at least give access to know if it is backing up. Mack said that is all we really need on 4th Street because there is nothing down there at this point.

Starr mentioned that they still need to install that light down by Yoder's. Starr said that it was approved a couple months ago.

Ahlman asked if she would be able to join the Planning and Zoning Commission now that Corey had becoming the zoning administrator? Wilkens informed her that it would have to be advertised for thirty days and then voted on. Ahlman said she has applied and asked to be on it several times. Wilken said that we can't make special exceptions just for you because you asked to be on it before. Wilken instructed Cadwell to post for vacancies for 30 days.

Wilken made a motion to adjournment at 8:18pm. Piehl seconded the motion.

Aye-Mack, Piehl, Gerlach, Wilken, Starr

Nay-None

Motion carried