



**Board of Trustees Special Meeting
November 4, 2020
Meeting Minutes**

A Special Meeting of the Greenwood Board of Trustees will be held at 7:00 p.m. on Wednesday, November 4, 2020, at the E.L. McDonald Community Center located at 619 Main Street in 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

Call to order

Wilken, Mack, Star, Piehl are present. Gerlach is absent.

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

Discussion approve disapprove Cadwell's resignation as city clerk/treasurer

Wilken made a motion to approve Cadwell's resignation last day being November 17, 2020. Starr seconded the motion.

Aye-Piehl, Wilken, Mack, Starr

Nay-None

Motion carried

Discussion approve disapprove hiring of new village clerk

Wilken stated that he had Cadwell draft an employment ad. He asked the other board members where they would like to publish it. Starr thought that it should be publishing in the Ashland Gazette and the Waverly newspaper. Wilken stated that Cadwell is willing to help out on nights and weekend and train the new employee. Wilken stated that Kubik's wife would help out since she worked as the clerk before. He thought she would only be able to help out part time since she works another job as well. Wilken stated we will need someone to do the numbers and write the checks. Wilken said that he can do part of it since he has done it before. Wilken asked Piehl if she would be interested because she has done it before. Piehl stated that she does not know when she will be able to do since she works full time. Wilken stated that he did not want to approach Kubik's wife until he got board approval.

Kubik stated that he spoke with his wife and she wanted to know what you are requesting that she do in the office and for how long. She is wanting to know when you would like her to start and what will you need from her. Wilken stated that they would have her come up a few nights a week with Cadwell to train. He would hate to just throw her into it. Wilken stated that he would have Cadwell contact the insurance agency to get him bonded.

Kubik asked if my wife is unwilling to take the position, then what is the plan? Cadwell explained that she is willing to come in on nights and weekends until someone is hired. She does not want to see the office fall into the condition that it was before. She would also like to train the new employee so they know exactly what they are doing. Piehl explained that last time there were not too many applications. Cadwell recommended placing an ad on indeed. She will also let the clerk's group know that we are hiring. Wilken explained that he told Cadwell not to put a salary and to put that wage was based on skills and experience. Cadwell stated that she feels that it will be easier for someone to come work as the clerk now that the books are in good shape.

Cadwell mentioned that she contacted the auditor to let him know about her resignation. She asked if she would be able to send things over early to make the transition easier. He was able to move the audit up to Thursday, October 12, 2020. Piehl thanked Cadwell because that will make things a whole lot easier. Kubik feels like that will make it a clean hand off to the next person.

Kubik said that it concerns him as a citizen and future board member, we lose a lot of people. Do we know the reason that Cadwell is leaving? Piehl asked Cadwell to share why she is leaving the village. Cadwell explained that they offer benefits where she is going. Wilken explained that where she is going is bigger than Greenwood. Cadwell explained to the board that she does not expect the village to provide her insurance. She loves Greenwood and the people in Greenwood. It is not that she is upset about anything or at anyone. She wants to leave Greenwood in the best position possible, that is why she is willing to help out on nights or train the new employee.

Wilken said that we need to get insurance for the future employees. Mack thinks that insurance is becoming a bigger issue than it used to be. Wilken explained that there is a retirement plan that the employees are not

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utilizing. Kubik feels that benefits are worth a lot. It will cost money to replace Cadwell, along with time, effort, and relearning. Kubik said it seems that we train people and then they go. Kubik feels that Greenwood does not like to pay people. If things are done, then it is worth it. He feels like we try to save pennies, and then we lose people. Mack thinks that we need to check into benefits. He is wondering if the we could get together with other small communities to provide insurance for our employees. Wilken thought we should talk to the attorney in regard to this matter.

Starr feels we should get the job posted and get someone hired. Wilken asked the board if he should approach Kubik's wife about the position. Starr feels Kubik's wife would do a good job. Kubik said that his wife's skill set is contracting pretty high right now. Mack said that he is willing to come down and help. Piehl feels we should post it and see who applies.

Adjournment

Wilken made a motion to adjourn at 7:17PM. Mack seconded the motion.

Aye-Wilken, Starr, Mack, Piehl

Nay-None

Motion carried