

Palisade Village Board of Trustees
 Regular Session Minutes
 April 10, 2013

The Palisade Village Board of Trustees met in Regular Session Wednesday, April 10, 2013 at the Village Office. Members present: Chairman Brian Monnahan; Vice-Chairman Jason Hicks; Trustees, Mary Suda, and Jerry Vrbas and James Christner. Staff present: Attorney Paul Woods; Village Clerk/Treasurer Kerry Miller and Deputy Clerk Patricia Post.

Chairman Monnahan called the meeting to order at 7:00 p.m. Roll call was taken.

Chairman Monnahan made everyone aware of the Open Meeting Act Notice posted in the Village Board meeting room.

Motion made by Vrbas and seconded by Suda to accept the March 13, 2013 Regular Session Minutes as presented and published with two corrections. . Yea: Hicks, Monnahan, Suda, Christner and Vrbas. Nay None. Motion carried.

The Board reviewed their financial statements. Motion made by Christner and seconded by Suda to accept the April 10, 2013 Balance Sheet. Yea: All. Nay: None. Motion carried.

Motion made by Christner and seconded by Hicks to approve the claims with corrected total of \$22,466.27. Yea: All Nay: None. Motion carried.

Adams Bank & Trust	Dumpster Loan	\$986.90
Arbor Day Foundation	Membership 2013	\$15.00
C & K Dist.	Supplies	\$43.65
City of McCook	Trash Transport	\$714.21
Colonial Life & Accident Co	Insurance Premiums	\$129.40
Dr. Drain Rescue	Sewer Main Clean out	\$421.00
DHHS	2013 Swimming Pool License	\$40.00
DHHS Public Health Labs	Water Tests	\$104.00
Great Plains Communications	Telephone/Fax	\$183.23
Holiday Inn Express	Motel Clerk School	\$290.85
HomeTown Agency	Insurance Premiums	\$5074.00
Ideal Linen	Rugs	\$43.72
MCI Business Premier	Long Distance Phone	\$36.25
Kerry Miller	Reimbursement Mileage	\$329.68
Various Food Vendors	Meals Clerk School	\$92.94
Municipal Supply, INC of NE	Water supplies	\$623.57
NE Dept of Revenue	Withholding Tax	\$455.67
Petty Cash	Postage	\$237.27

Scoop Media	Advertising	\$202.87
Southwest Public Power District	Operations	\$465.00
SW Clerk's Association	Membership 2013	\$10.00
Top Office Products	Office Supplies	\$255.38
21 ST Century	Backhoe Parts	\$772.35
USPS	Postage	\$144.89
Village of Trenton	Trash Service	\$1,500.00
Wal-Mart	Vacuum & Office supplies	\$186.24
Wauneta Breeze	Advertising	\$51.00
Wauneta Co-Op Oil Co.	Fuel	\$348.83
Wireless INet	Internet Service Computer	\$2,415.00
Wages	Employee (Gross Earnings)	\$6,293.37

Unfinished Business:

Motion was made by Hicks and seconded by Vrbas to approve the agreement between the Rural Fire Board and the Village Board pertaining to the mobile generator. Yea: All Nay: None. Motion carried.

Motion was made by Monnahan and seconded by Vrbas to table the rural trash service survey. The Village has not received the map they purchased from Hitchcock County. Deputy Clerk Post will do a follow up on this.

There was discussion on the website for the Village. Suda stated that she had visited with Rod Keiser of Champa Group LLC. The Village of Wauneta had him set up their website and they offer their customers the option of paying their utility bill on line. Suda expressed concern about the security issues with paying on line, the estimated cost and what steps needed to be taken to set up a website. Motion was made by Hicks and seconded by Suda to table the subject until the next meeting. Suda will obtain more information and present it to the board. Yea: All Nay: None. Motion carried.

Motion was made by Vrbas and seconded by Hicks to hire Dennis Wilson as Zoning Administrator and Building Inspector to be compensated \$15 per hour. Yea: All Nay: None. Motion carried.

John and Helen Miller vs. Village of Palisade lawsuit was discussed. There was no action taken .

Trustee Suda went over the audit recommendations. There were eight items that were dicussed. A motion was made by Suda and seconded by Vrbas to have \$300 in the petty cash fund. The fund will be replenished every month with all monthly receipts being kept on file. Yea: All Nay: None. Motion carried. There was other discussion about properly handling old unpaid utility accounts. Attorney Wood was asked how to handle this. He said to review the ordinance, if in fact there is one in place and proceed from there. There was also discussion about drafting a new ordinance on writing off accounts There was also discussion on who is authorized to sign checks, and if there was an

ordinance in place. It was suggested by Wood to make clear who is authorized in the signing of checks.

New Business:

Motion was made by Christner and seconded by Vrbas to hire Liquid Engineering Corporation to inspect, clean and repair, if needed, the reservoir. The cost for the service will be \$2,495.00. Yea: All Nay: None Motion carried

Motion was made by Monnahan and seconded by Christner to appoint an alternate to the Planning Commission. Suda recommended that a woman be considered for this and told Chairman Monnahan that she had emailed him a list of names to consider. Monnahan said he would look at the list before making his recommendation to the Board. Yea: All Nay: None. Motion carried.

Three members of the Pioneer Committee addressed the Board. Lisa Kisinger, Sarah Vrbas and Kari Klumpe gave a brief run down on the activities that the committee are planning on having for this year's Pioneer Days, which will be held June 7-9. Kisinger visited with the Board about some requests the committee had for the Village to take care of.

Motion was made by Vrbas and seconded by Hicks to sign and approve Resolution 3-2013 which closes down Highway 25A on June 8 for Pioneer Days. Yea: All Nay: None. Motion carried.

Suda gave a report on information she gathered from the League of Municipalities concerning nuisance properties. There is a grant with reimbursement of 70% for the demolition of a nuisance property thru Waste Management. The deadline to apply for this is Feb. 1, 2014. Suda informed the Board of the steps that needed to be taken to have a property condemned. Hicks informed the Board on ways that Wauneta did some nuisance property demolition. After much discussion it was agreed that the Board needs to obtain more information.

Reports of Staff, Commissioners & Committees:

Clerk/Treasurer Kerry Miller reported that the American Legion Post #318 liquor license was renewed Miller informed the Board that the Village received a Safety Dividend Check from HomeTown Agency in the amount of \$2,527.88. and also a franchise check from Great Plains Communications in the amount of \$1,227.32. Deputy Clerk Post informed the Board on the letter the Village received concerning the DOR-ADA Compliance. Post stated there will be a draft done up for this by the next meeting. Post also informed the Board about the new post office hours and how the water tests the Village has to mail back to the State of Nebraska are time sensitive. The Board discussed other options to getting the samples mailed.

Utility Superintendent Richard Miner was not present at the meeting.

Library/Cemetery Commissioner Suda presented the minutes of the April 1st Library Board Meeting. Suda reported to the Board about the Summer Reading Program and also about having a

formal agreement for groups and or clubs to store documents in the library basement. Library Board Member Shirley Ferguson addressed the Board on the 7/2013 Library's application for the Hansen Grant and what they want to use the grant money for. The amount of the grant will be \$12,270.65. The money will be used for several projects including renovating the library basement to store documents for various organizations, new software for the computers, an Overdrive program allowing people to download books, and making the library more energy efficient. Motion was made by Suda and seconded by Vrbas to apply for the Hansen Grant. Yea: All Nay: None. Motion carried.

Park, Pool and Housing Commission Park Board President Nada Krotter informed the Board that the minutes from the April 3 meeting were not available, but reviewed the procedures. Krotter discussed that the craft fair was a success and that the ticket sale fundraiser is going well. She said work on the walking path will be getting started. Krotter informed the Board that the Community Clean Up will be May 20th. Krotter also requested that the Park Board be allowed to apply for the Hansen Grant in January of 2014.

Street, Police and Tree Commission: Building Permit #124 Tim Davis was discussed. Motion was made by Monnahan and seconded by Hicks to table the application until Building Inspector/Zoning Administrator Wilson can inspect the property. A cease and desist order will be given to the Davis'. Yea: All Nay: None. Motion carried.

Building permit #125 James Christner was discussed. Motion was made by Vrbas and seconded by Monnahan to approve the application as long as it is deemed up to code by Wilson. Yea: Monnahan, Suda and Vrbas. Nay: None. Abstain: Hicks and Christner. Motion carried.

Building permit #126 Terry Foster was discussed. Motion was made by Hicks and seconded by Vrbas to approve the application as long as it meets code by Wilson. Yea: All Nay: None. Motion carried.

The Village received a complaint about animals in south Palisade. Attorney Wood said further action may be needed. The Village received a complaint about odors from a dog kennel close to their property. Nuisance Officer Vrbas said he would talk to the owners of the kennel about this issue.

A citizen inquired about a handicap parking designation in front of their residence. There was discussion from the board about how to handle this. It was tabled until the May meeting.

Water and Sewer Commissioner Hicks had nothing to report.

Planning Commission: Minutes from the February 27th and March 10th meeting were reviewed.

Health Commissioner Monnahan brought up the question to Attorney Wood about the Village sending letters out about nuisance properties. Wood will get the Village a list of their options.

Citizens concerns were voiced on leash laws for dogs in town. There was discussion on the over abundance of cats in town and ways to keep the population of cats down. There will be a reminder

in the Palisade Times to remind citizens of the leash law. There was concerns on the grading of the streets and the large number of pot holes.
Chairman Monnahan adjourned the meeting at 9:27 p.m.

Attest:

Kerry A. Miller
Village Clerk/Treasurer