

Palisade Village Board of Trustees
 Regular Session Minutes
 November 13, 2013

The Palisade Village Board of Trustees met in Regular Session Wednesday, November 13, 2013 at the Village Office. Members present: Chairman Brian Monnahan; Trustees, Mary Suda, Jason Hicks and James Christner. Absent: Trustee Jerry Vrbas. Other staff present: Attorney Paul Wood; Village Clerk/Treasurer Kerry Miller and Building Inspector/Zoning Administrator Dennis Wilson.

Chairman Monnahan called the meeting to order at 7:01 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 Christner and seconded by Suda to accept the October 9, 2013 Regular Session Minutes as presented and published. Yea: All. Nay: None. Motion carried.

The Board reviewed their financial statements. Motion made by Christner and seconded by Suda to accept the November 13 2013 Balance Sheet. Yea: All. Nay: None. Motion carried.

Motion made by Christner and seconded by Hicks to approve the claims with a total of \$25,707.44 Yea: All. Nay: None. Motion carried.

Adams Bank & Trust	Dumpster loan	\$986.90
Almquist Maltzahn Galloway/Luth	Audit fees	\$3,800.00
Aupperle Plumbing & Heating.	Backflow tests	\$900.00
Barnett's Do It Center	Office supplies	\$1,184.01
Blue Tarp Financial	Subscription renewal	\$42.19
City of McCook	Trash Service	\$910.93
Colonial Life & Accidental Co..	Insurance Premium	\$129.40
DHHS Public Health Enviro. Labs	Water tests	\$494.00
DHHS Licensure Unit .	Water license-Miner	\$115.00
Garrison's McCook Lettering	Jacket-Post Retirement	\$82.39
Great Plains Communication.	Fax/Telephone	\$194.91
Ideal Linen	Rugs	32.79
IRS	Q3 941 Tax	\$6,350.42
MCI Business Premier	Long distance telephone	\$37.56
NE Dept. of Revenue	941 N Withholding Tax	\$619.54
Nebraska Municipal Clerk Assoc.	Membership Dues 2013-14	\$15.00
NeRWA	Registration water class-Hicks	\$150.00
One-Call Concepts	Digger's Hotline	\$10.45
Petty Cash	Petty cash reimbursement	\$68.51

Scoop Media LLC.	Advertising	\$151.95
Southwest Public Power	Utilities	\$1565.40
Top Office	Office supplies	\$261.33
USPS	Postage	\$111.89
Unitech	Sewer supplies	\$447.50
Village of Trenton	Trash Service	\$1,500.00
Wal-Mart	Office supplies	\$36.16
Wauneta-Palisade Coop Oil	Fuel/oil	\$187.21
Wireless INet	Internet service	\$110.00
Wages	Gross Earnings	\$5,212.00

Unfinished Business:

The Conditional Use Permit for Colleen McVicker allowing a donkey and horse on her property in South Palisade was revoked. Motion was made by Christner and seconded by Hicks to revoke the permit. Yea: All. Nay: None. Motion carried.

The Contract with Art Cottage and the Village’s Website was discussed. Suda informed the Board that the website is taking shape and should be done soon. There are still a few items that need added to the website. Miller and Suda will gather what information is needed and get it to the Art Cottage.

The Village taking over trash service was tabled until the December meeting. Miller will contact HomeTown Agency on some insurance quotes.

There was discussion about the Palisade Sign. Ray Ridlen had addressed the board at the October meeting about adding lighting to the existing Palisade Sign. The Board will look in to this and decide if there needs to be poles erected or how to go about the new lighting.

The sidewalk project was discussed. Suda volunteered to get 3 bids for the stretch of sidewalk from the Auxiliary Building to the Pioneer Federal Credit Union and present them to the Board at the December Meeting.

Roger Goltl submitted a bid to the Village to repair the back outside wall of the Village office with stucco. Motion was made by Monnahan and seconded by Hicks to hire Goltl for \$5,200.00 to repair and fix the back outside wall. Yea: All. Nay: None. Motion carried.

The Water & Sewer Rate Study was discussed. Hicks went thru several things that were addressed by the study with the Board. Suda motioned and Christner seconded to contact Randy Hellbush of NeRWA and have him come to the December meeting to discuss and answer any questions the Board had regarding the water and sewer rates. Yea: All. Nay: None. Motion carried.

There was discussion on building permits and trying to clarify when one is needed. It was decided that each Village Board Member as well as the Clerk & Building Inspector/Zoning Administrator write down some ideas and their definition of building permits & have Colfer Wood Lyons & Wood Law Office go over them and come up with a solution for the building permit issues.

New Business:

Trustee Jerry Vrbas submitted his resignation from the Village Board by letter. Motion was made by Monnahan and seconded by Hicks to accept the resignation of Vrbas. Yea: All. Nay: None. Motion carried. There was discussion on the procedure in posting and advertising for the vacancy on the Board. Wood went over the State Statutes and Village Ordinances with the Board. Miller will post the vacancy in 3 places and will advertising the position in the Hitchcock County Newspaper. There will be a special meeting Friday, November 22, 2013 to go over applicants.

The wage of Librarian Julie Howard was discussed. Suda stated that according to the Library budget there was an increase from the previous year for increase in salary for the Librarian. Motion was made by Hicks and seconded by Christner to increase Howard's wage from \$8.00 to \$9.00 per hour. Yea: All. Nay: None. Motion carried.

Suda addressed the Board about increasing the Library hours when and if needed. Suda said Howard expressed interest in doing some extra activities, possibly some classes after the Library is closed for the regular day. Motion was made by Suda and seconded by Hicks to increase the Library hours 6 hours per month as needed but not to exceed 72 hours per year. Yea: All. Nay: None. Motion carried.

Purchasing a new road grader was discussed. Hicks stated that the road grader the Village has now is beyond repair and that parts for the particular model are almost impossible to find. Hicks informed the Board that purchasing of equipment such as a road grader can come out of the street fund. Motion was made by Christner and seconded by Suda to purchase a new road grader not to exceed \$22,500.00 which will include shipping. Yea: All. Nay: None. Motion carried

Motion was made by Hicks and seconded by Christner to appoint Clerk/Treasurer Miller as the new nuisance officer. Utility Superintendent Miner will also assist Miller with the duties. Yea: All. Nay: None. Motion carried.

The Village taking over Cemetery duties was discussed. The Cemetery Association has not turned over any of the documents to the Village Office to date. When this happens the Village will be in charge of selling of the lots, deed preparation and perpetual care of the cemetery. Hicks stated that the Village should also take over the burial procedures. Hicks will look into the cost of a bucket to dig graves and bring it to the December meeting.

The November 6 2013 meeting of the Planning Commission was discussed. Due to insufficient publication the meeting was null and void. The Planning Commission will meet Wednesday,

December 18, 2013 at 7:00 .m. at the Village Office in a Public Hearing regarding the conditional use permit application for June Nothaus.

Executive Session:

Motion was made by Christner and seconded by Hicks to go into executive session at 9:20 p.m. to discuss pending litigation or litigation which is imminent as evidenced by communication of a claim or threat of litigation to or by the public body, to discuss Millers vs. Village. Yea: All. Nay: None. Motion carried.

Motion was made by Christner and seconded by Hicks to come out of executive session at 9:53 p.m. Yea: All. Nay: None. Motion carried.

Reports of Staff, Commissioners & Committees:

Clerk/Treasurer Miller gave her report. Miller informed the Board that the audit will be Tuesday, November 19 and that Patty Post will be in the office to assist Miller while the audit is being conducted.

Building Inspector/Zoning Administrator Dennis Wilson gave his report. Building permits #171-Hicks-Repair gutters and siding; #172-Hicks-repair faulty shingles; #173-June Nothaus-reshingle house, repair eaves, replace windows, replace siding; #174-C. Borges-repair front porch were discussed. Motion was made by Monnahan and seconded by Christner to approve the building permits that were discussed pending Wilson's approval. Yea: Suda, Christner and Monnahan Nay: None. Abstaining: Hicks on permits #171 & #172. Motion carried.

Library/Cemetery Commissioner Suda gave the library report. Suda informed the Board that 7 new library cards have been issued. Suda stated that the Library will be applying for the Hansen Grant when it comes up again. Librarian Howard is putting together an Overdrive Training and is planning on doing a teen movie night at the Library. There have been no applicants for the Library Board.

Park, Pool and Housing: Richard Durham talking on behalf of the Park Board informed the Board that the Park Board met Tuesday, November 6. They discussed their application for the Hansen Grant. The Board is needing mulch to put around the rose beds at the Park. Hicks told Durham the Village will take care of this.

Street, Police and Tree Commissioner Christner reported about the road grader. Christner wants to remind citizens of the snow removal ordinance.

Water and Sewer Commissioner Hicks gave his report.

Health Commissioner Monnahan had no report.

Citizens concerns were heard in regards to the skunk problem. There have been a number of skunks seen on Reynolds Street and the area. Monnahan informed the citizen it is illegal to shoot a firearm in the city limits. Hicks will contact Mike Sherman and have him set up traps to get the problem under control.

Chairman Monnahan adjourned the meeting at 10:31 p.m.

Attest:

Kerry A. Miller
Village Clerk/Treasurer