

**VILLAGE OF ELMWOOD**

BOARD OF TRUSTEES

**June 16, 2021 – 7:00 PM**

REGULAR BOARD MEETING MINUTES

**Meeting Held at Elmwood Village Hall**

The Village Board of Trustees met in regular session on Wednesday, June 16, 2021. Chairperson Miki Bruns called the meeting to order at 7:00pm. Bruns stated that a current copy of the Nebraska Open Meetings Act was posted.

**Roll Call** was answered by Jared Blunt, Pat Wray, Becky Kicak & Miki Bruns. Present at 7:015pm Renee Holland.

**Minutes:** Kicak made a motion, seconded by Blunt to approve June 2,2021 Minutes. RCV: Yes: Approved 4-0.

Wray made a motion, seconded by Holland to approve the Claims and Payroll for June 9-15<sup>th</sup>. RCV: Yes: Approved 4-0

**Claims:** Amazon \$21.44, Capital City Refuse \$1,116.52, Elmwood Cultural Arts & Learning Center \$150, Frontier Coop \$397.73, IRS \$749.75, Intuit QuickBooks \$5.25, Mary's Tax Service \$400, Midwest Lab \$353.13, NE Dep. of Revenue \$1,728.20, NE Digging \$4,574.98, Randy Voss \$124.50, Rembolt Ludtke LLP \$2,250.00, U.S. Postal \$63.74, Verizon \$53.95, WireBuilt \$29, Payroll \$3,573.92 RCV: Yes: Approved 4-0

**New Business**

**Discussion/Action Complaint on alley & new house grading on Southeast side of town**

Error on agenda and was supposed to be removed.

**Discussion/Action Moriah's annual review**

Bruns read off everyone's compiled reviews for Moriah's Annual Review. The board thinks Moriah is doing an outstanding job with all the tasks that get thrown at her and does her work in an organized and timely manner. Boards Goals set for Moriah in 2022 are to continue to learn the software, attend clerk school, learn the budget start to finish and Moriah can work up to 40 hours a week. Motion made by Wray to give Moriah a 3% pay increase effective immediately and work up to 40 hours as needed, second by Kicak. RCV: Yes: All approved 5-0

**Discussion/Action Moriah's vacation request for July of 2021**

Moriah would like to request July 25<sup>th</sup> – 31<sup>st</sup> off for vacation and the Board said there should not be a problem with that because Moriah knows what needs to be done before going on vacation.

**Discussion/Action Change of office hours**

Bruns stated to the board on Moriah asking if hours could be changed. Bruns let the board know that Moriah does not have anyone coming in after 4:30. Kicak made a motion to approve the office hour change and the new hours will be Monday – Thursday 8am - 4:30pm and Moriah can also work Friday within 40 hours as needed, Second by Holland. RCV: Yes: All approved 5-0

**Discussion/Action AMGL CPA letter**

Moriah supplied a letter that was addressed to the board and there were no questions regarding the letter.

**Discussion Annual Report letter on community redevelopment**

Moriah supplied a letter that was addressed to the board and there were no questions regarding the letter.

**Discussion/Action Water usage to fill pools**

Village board was informed that the Elmwood Volunteer Fire Department had used their tanker truck to fill patron's pools using the towns water. It was discussed that Moriah would contact the homeowner's about paying for the water and if they did not wish to do so, then a bill would be sent to the Fire Department. Motion made by Holland for Moriah to contact the pool owners and make payment arrangements for the used water, second by Wray. RCV: Yes: All approved 5-0

**Unfinished Business**

**No Unfinished**

**Reports/Boards, Commissions, and Committees**

**Library:** Motion by Wray to approve the May & June 2021 Minutes and also the June 7<sup>TH</sup> payroll & claims, Second by Kicak. RCV: Yes: All approved 5-0

**Park:** Board members contemplated whether or not to keep the merry go Round. There was discussion about purchasing the new parts needed, but Jeff reported that where the weld is it would not hold. Vince Anderson volunteered to weld the parts on, but the board decided since Vince is not a certified welder that this would not

satisfy our insurance and liability for the town. At this time the board does not have the funds to purchase a new merry go round but would welcome any fundraisers to replace. Motion made by Holland to remove the merry go round due to safety concern in the park, second by Wray. RCV: YES – 4 NO - 1

Bruns told Jeff that the water fountain needs to be installed at the park and that it should be priority on his list. Jeff also needs to contact EMMA and have them remove the Christmas lights from the tree since they are starting to fall off of the tree.

**Streets:** Jeff is waiting to hear back from Randy with Bauer Underground about the concrete curbs crumbling in some areas. Jeff replaced some street signs that were faded on 2<sup>nd</sup> & E Street.

**Water:** Jeff will be meeting with NE Rural Water Assoc. to examine a small leak in a service line located by 324 East D. Street. Bruns asked how we are sitting on our Village water well levels since the usage of water has been high. Wray made a motion at the discretion of Jeff & Ed to continue to monitor our water well levels and they will make the call if we need to have a water restriction in place, second by Holland. RCV: Yes: All approved 5-0

**Sewer:** Johnson Service Company did annual flushing of our sewer lines in areas around town.

**Planning/Zoning:** Next Meeting is July 19, 2021 @ 7:00pm

**Public Comment:**

**Correspondence:**

**Future Agenda Items:**

Comprehensive plan Ordinance

Zoning Ordinance

Sub-Division Ordinance

112 N 4<sup>th</sup> Street

Resolution for Moriah's Pay increase

**Meeting adjourned at 8:08pm**

X *Miki Bruns*

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Miki Bruns  
Chairperson

X *Moriah Lenz*

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Moriah Lenz  
Clerk/Treasurer