

**VILLAGE OF WATERLOO
REGULAR MEETING MINUTES
December 14, 2021**

The Board of Trustees of the Village of Waterloo met for a Regular Meeting on December 14, 2021 at 7:00 pm in the Village Office, 509 S. Front Street.

PRESENT:

Travis Harlow, Chairperson
Bill Rotert, Vice-Chairperson
Alicia Harlow, Trustee
David Rochford, Trustee
Corie Sass, Trustee

ALSO PRESENT:

Ken Bunger, Attorney
Melissa Smith, Village Clerk

OPEN MEETING

Chairperson T. Harlow called the meeting to order at 7:00 pm and stated the location of the Open Meetings Act. Notice of the meeting was duly exercised and mailed per the bylaws.

MOTIONS TO APPROVE

Motion by Rochford, seconded by A. Harlow, to approve the November 9, 2021 Regular Meeting minutes. Upon roll call vote, voting YES: A. Harlow, Rochford, Rotert, Sass, T. Harlow. Voting NO: none, motion carried.

Motion by Rotert, seconded by Rochford, to approve the November Treasurer Report. Upon roll call vote, voting YES: Rochford, T. Harlow, Sass, A. Harlow, Rotert. Voting NO: none, motion carried.

ACCOUNTS PAYABLE

Motion by Sass, seconded by Rochford, to approve accounts payable. Upon roll call vote, voting YES: T. Harlow, Rotert, Rochford, A. Harlow, Sass. Voting NO: none, motion carried. The following bills were approved be paid: All Star Plumbing- repairs 197.39, Black Hills- heat 588.75, Ken Bunger- attorney fees 1275, CivicPlus- website 3650, Cox- phone 1088.45, Custom Electric- repairs 120.39, DC West Community Schools- liquor license fees 1650, DC West Post Prom- donation 250, Daily Record- publications 78.26, Chamber Of Commerce- donation 250, DC Gazette- publications 258.22, Elkhorn Automotive- repairs 9244.50, EMC Insurance- insurance 72976, First Wireless- repairs 797.90, Green- repairs 125, Ingram- books 341.47, Inspro- insurance 3250, JD's Carwash- cruiser expenses 50.15, Jelinek- supplies 23.99, Jensen Tire- repairs 197, JEO- engineering fees 3817.50, Mary Jo LeGrand- deposit refund 450, Lincoln National- insurance 666.44, Marco- copier 279.47, Menards- supplies 566.24, MUD- cost of water 7910.39, Micromarketing- books 84.99, NDEQ-Fiscal Services- loan payment 9049.26, NHS- contracted animal control 467.50, NE Sweeping- street cleaning 2174.53, NMPP- dues

5001, Office Depot- supplies 307.53, OPPD- electricity 4549.54, Orkin- repairs 204, Papillion Sanitation- trash 251.39, Peopleservice- contracted maintenance 11521, Radar Shop- repairs 147, Ramm Construction- deposit refund 100, Rob's Oil- fuel 1698.29, Verizon Wireless- cell phones 208.44, Visa- supplies 2124.31, West O Chamber- dues 300, Wiese Plumbing- repairs 1660

Total Accounts Payable: \$149,951.29 Total Payroll: \$47,599.74 General Ledger: \$40,792.79

REORGANIZATION

Motion by Rotert, seconded by Rochford, to appoint T. Harlow as Chairperson. Upon roll call vote, voting YES: A. Harlow, Sass, Rotert, Rochford, T. Harlow. Voting NO: none, motion carried.

Motion by T. Harlow, seconded by Sass, to appoint Rotert as Vice-Chairperson. Upon roll call vote, voting YES: Rotert, Rochford, A. Harlow, Sass, T. Harlow. Voting NO: none, motion carried.

Motion by T. Harlow, seconded by Rochford, to approve Appointed Officials as listed below. Upon roll call vote, voting YES: Sass, A. Harlow, T. Harlow, Rotert, Rochford. Voting NO: none, motion carried.

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|------------------------------------|----------------------|
| Village Attorney | Ken Bunger |
| Village C.P.A. | Ed Schroeder |
| Administrator/Clerk/Treasurer | Melissa Johnson |
| Maintenance Supervisor | Jamie Bednar |
| Zoning Administrator | Melissa Johnson |
| Chief of Police | Tim Donahue |
| Village Engineer | JEO Consulting |
| Street Superintendent | Julie Ogden |
| Civil Defense/Emergency Management | Fire Chief |
| Underwriter | Ameritas Investments |
| Insurance Agency | Inspro Insurance |

Harlow assigned Trustee duties as follow:

| | |
|----------------|--|
| David Rochford | Office Buildings |
| Travis Harlow | Water/Sewer Park Board |
| Bill Rotert | Planning Board Police/Fire Levee |
| Alicia Harlow | Maintenance Streets/Parks Levee |
| Corie Sass | Library |

HEARINGS

A hearing was opened at 7:06pm for a redevelopment plan submitted by LaRita Properties for the property at 247th and West Maple Street. Andrew Willis, representing LaRita Properties, reviewed the submission. There were no objections. The hearing closed at 7:08pm.

T. Harlow introduced and read Resolution 12-14-21-01, to approve Redevelopment Plan for LaRita Properties. Motion by Rotert, seconded by A. Harlow, to approve. Upon roll call vote, voting YES: T. Harlow, A. Harlow, Rotert, Rochford, Sass. Voting NO: none, motion carried. A true, correct, and complete copy is on file at the clerk's office.

T. Harlow stepped down from the meeting and Rotert took over.

A hearing was opened at 7:09pm for two variance applications submitted by Homes by JES to allow 2-family homes on 403 Madison and 407 Madison. Greg Westwood, representing Homes by JES, expressed their desire to place 2-family homes on the referenced lots, however, the lot sizes did not meet the zoning regulations. He was requesting the board allow the buildings to be placed despite the lot sizes. Several neighbors voiced their concerns over the potential decrease in property values and that financial benefit of the contractor does not constitute a hardship that would be worthy of a variance. The hearing was closed at 7:25pm.

Motion by Rochford, seconded by Sass to deny the variance applications. Upon roll call vote, voting YES: Rotert, A. Harlow, Sass, Rochford. Voting NO: none, T. Harlow was absent. Motion carried.

T. Harlow returned to the meeting.

A hearing was opened at 7:26pm for two rezoning applications submitted by TGI, LLC to change the zoning of 2860 N 240 St and 2920 N 240 St from residential to commercial. Tom Wortman, representing TGI, LLC reviewed his application with the Board. There were no objections. The hearing closed at 7:30pm.

Motion by Rochford, seconded by Rotert to waive the three readings for Ordinance 810, to Amend zoning regulations for 2860 N 240 St to change zoning from residential to commercial and Ordinance 811, to Amend zoning regulations for 2920 N 240 St to change zoning from residential to commercial. Upon roll call vote, voting YES: A. Harlow, Rotert, Sass, Rochford. Voting NO: none, T. Harlow abstained. Motion carried.

Motion by Rotert, seconded by A. Harlow, to approve Ordinances 810 and 811. Upon roll call vote, voting YES: Rotert, A. Harlow, Sass, Rochford. Voting NO: none, T. Harlow abstained. Motion carried. True, correct and complete copies are on file at the clerk's office.

DEPARTMENT REPORTS

Representatives from Maguire Iron and Suez provided information on their respective company's water tower maintenance plans.

Motion by Sass, seconded by A. Harlow, to table the topic until the January meeting. Upon roll call vote, voting YES: Rotert, A. Harlow, T. Harlow, Sass, Rochford. Voting NO: none, motion carried.

Smith resubmitted quotes to replace the existing water meters with a radio read system. She included additional quotes for contractors to complete the installations.

Motion by T. Harlow, seconded by Rochford, to table the topic until the January meeting. Upon roll call vote, voting YES: Rotert, Rochford, A. Harlow, Sass, T. Harlow. Voting NO: none, motion carried.

Rochford requested to move to Agenda item #16

Motion by Rochford, seconded by A. Harlow, to approve allowing Library Director Jorgensen to be paid for unearned PTO with 30 hours sick time and 40 hours vacation time. Upon roll call vote, voting YES: T. Harlow, A. Harlow, Rochford. Voting NO: Sass, Rotert. Motion carried.

T. Harlow introduced and read Resolution 12-14-21-04, to approve purchase of cutting edges from Ty's Outdoor. Motion by T. Harlow, seconded by Rotert, to approve purchase from any vendor up to the amount of \$2,992.30. Upon roll call vote, voting YES: A. Harlow, Sass, Rochford, Rotert, T. Harlow. Voting NO: none, motion carried. A true, correct, and complete copy is on file at the clerk's office.

DISCUSSION/CONSIDERTION/ACTION

T. Harlow introduced and read Resolution 12-14-21-05, to approve renewal of Nebraska Humane Society contract. Motion by T. Harlow, seconded by Rochford, to approve. Voting YES: T. Harlow, Sass, A. Harlow, Rochford, Rotert. Voting NO: none, motion carried. A true, correct, and complete copy is on file at the clerk's office.

T. Harlow introduced and read Resolution 12-14-21-06, to approve renewal of ACH agreement with Foundation One Bank. Motion by T. Harlow, seconded by Rochford, to approve. Voting YES: A. Harlow, T. Harlow, Rotert, Rochford, Sass. Voting NO: none, motion carried. A true, correct, and complete copy is on file at the clerk's office.

T. Harlow introduced and read Resolution 12-14-21-07, to set number of firework stands and fees. Motion by Rochford, seconded by Rotert, to approve. Voting YES: T. Harlow, Sass, A. Harlow, Rotert, Rochford. Voting NO: none, motion carried. A true, correct, and complete copy is on file at the clerk's office.

T. Harlow introduced and read Resolution 12-14-21-08, to set stop sign at Agee and Campbell Drive. Motion by T. Harlow, seconded by Rochford, to approve. Voting YES: Sass, Rotert, A. Harlow, Rochford, T. Harlow. Voting NO: none, motion carried. A true, correct, and complete copy is on file at the clerk's office.

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Motion by T. Harlow, seconded by Rotert, to donation \$250 from Keno to the DC West Post Prom. Upon roll call vote, voting YES: Rochford, Sass, A. Harlow, T. Harlow, Rotert. Voting NO: motion carried.

Motion by T. Harlow, seconded by Rochford, to donation \$250 from Keno to the Western Douglas County Chamber of Commerce Food Basket Program. Upon roll call vote, voting YES: A. Harlow, Rotert, T. Harlow, Rochford, Sass. Voting NO: motion carried.

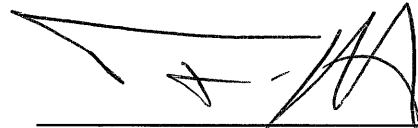
The board discussed the use of unearned PTO. Smith was directed to remove the practice from the employee handbook and place approval on the January agenda.

ADJOURNMENT

There being no further business, the meeting was adjourned at 9:29 pm. A special meeting will be held January 11, 2022 at 6:30pm. The next regular meeting is scheduled for January 11, 2022 at 7pm.



Melissa Smith
Clerk/Treasurer



Travis Harlow
Chairperson