

December 10, 2013

**VILLAGE OF WATERLOO  
REGULAR MEETING MINUTES  
December 10, 2013**

The Board of Trustees of the Village of Waterloo met for a Regular Meeting on December 10, 2013 at 7:00 p.m. at the Village Office, 509 S. Front Street.

**PRESENT:** Stanley E. Benke, Jr, Chairperson  
Garry Lee, Vice-Chairperson  
Tom Harrie, Trustee  
Ken Hitchler, Trustee  
Bill Rotert, Trustee

**ALSO PRESENT:** Melissa Johnson, Clerk  
Ken Bunger, Attorney

**OPEN MEETING**

Chairperson Benke called the meeting to order at 7:02pm and stated the location of the Open Meetings Act. Notice of the meeting was duly exercised and mailed per the bylaws.

**PUBLIC COMMENTS**

No public comments were made

**MOTIONS TO APPROVE**

Minutes from the November 26, 2013 Regular Meeting and the Treasurer's reports were approved as presented.

**ACCOUNTS PAYABLE**

Motion by Lee, seconded by Benke to pay the following bills: Barnes & Noble-books 537.36, Bi-state-repairs 6.64, Black Hills-heat 632.47, Bluecross Blueshield-employee health insurance 2358.18, Bunger-attorney fees 1275, Cox-phone & internet 695.67, DC Post Gazette-publications 75.98, Enterprise Locksmith-repair 110, EPolicesupply-supplies 84.95, Fireguard-FD bldg maintenance 195, FSH-payphone 63.90, Gall's-police uniforms 227.79, HD Supply waterworks-supplies 36.80, Hike-Library IT support 410, JQ Office-office copier 178.95, Jelinek Hardware-supplies 61.40, JEO Consulting-street project 5072.50, Johnson-petty cash 92.31, Jorgensen, Julie-supplies and mileage 179.09, Jorgensen, Julie-petty cash 94.04, JP Cooke-supplies 37.71, Lincoln Financial-FD life insurance 163.20, Menards-supplies 201.72, MUD-cost of water 28790.18, MUD-capital facility 1226, Micromarketing-books 118.95, NDEQ-water loan 13165.70, NMPP-software 4434, O'Reilly-supplies 16.69, Office Depot-supplies 718.32, Office Net-library copier 239, OPPD-electricity 4219.05, Orkin-FD bldg maintenance 119.92, Papillion Sanitation-trash pickup 151.34, PeopleService-maintenance contract 10967, Rob's Oil-fuel 2241.61, Royal Lawns-park maintenance 2170, Schroeder-audit 5649, SEI-FD bldg maintenance 177.62, United Electric-supplies 43.42, Upstart-supplies 81.63, Verizon-cell phone 94.01

**Total Accounts Payable: \$87,414.10**

**Total Payroll: \$34,288.93**

**REORGANIZATION**

Lee nominated Stan Benke for Chairperson of the Board. Hitchler seconded the nomination. Upon roll call vote, voting YES: Rotert, Lee, Hitchler, Harrie. Voting NO: none, Benke abstained. Motion carried.

Harrie nominated Garry Lee for Vice-Chairperson of the Board. Rotert seconded the nomination. Upon roll call vote, voting YES: Hitchler, Harrie, Benke, Rotert. Voting NO: none, Lee abstained. Motion carried

Motion by Lee, seconded by Rotert to approve the following appointments. Upon roll call vote, voting YES: Harrie, Rotert, Hitchler, Lee, Benke. Voting NO: none, motion carried.

**Appointed Offices**

Village Attorney	Ken Bunger
Village C.P.A.	Ed Schroeder
Administrator/Clerk/Treasurer	Melissa Johnson
Maintenance Supervisor	Jamie Bednar
Zoning Administrator	Mark Ekberg
Building/Plumbing	Mark Ekberg
Mechanical Inspector	Mark Ekberg
Electrical Inspector	Sam Scarpello
Chief of Police	Tim Donahue
Village Engineer	JEO Consulting
Street Superintendent	Julie Ogden
Civil Defense/Emergency Management	Fire Chief
Fiscal Agent	Ameritas Investments
Insurance Agency	Inspro Insurance

Chairperson Benke assigned the following Trustee responsibilities:

Stanley E. Benke, Jr.	Office/Levee
Garry Lee	Water/Sewer/Levee
Bill Rotert	Maintenance/Streets/Parks
Tom Harrie	Planning/Zoning/Library
Ken Hitchler	Police/Fire

**REPORTS**

Reports were provided by department heads and Mike Goddard from PeopleService. Copies are on file at the Village Office.

**DISCUSSION/CONSIDERTION/ACTION**

Benke introduced Ordinance No. 729, AN ORDINANCE RELATING TO THE SALARY OF THE OFFICERS AND EMPLOYEES OF THE VILLAGE OF WATERLOO, DOUGLAS COUNTY, NEBRASKA;

December 10, 2013

REPLACING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE. Motion by Hitchler, seconded by Benke to waive the three readings. Upon roll call vote, voting YES: Hitchler, Lee, Benke, Rotert, Harrie. Voting NO: none, motion carried. Motion by Hitchler, seconded by Harrie to approve Ordinance No. 729. Upon roll call vote, voting YES: Lee, Benke, Rotert, Harrie, Hitchler. Voting NO: none, motion carried. A true, correct and complete copy of Ordinance No. 729 is on file at the Village Office.

Benke introduced and read Resolution 12-10-13-01, to set firework stand number and fees. Motion by Benke, seconded by Rotert to approve. Upon roll call vote, voting YES: Benke, Rotert, Harrie, Hitchler, Lee. Voting NO: none, motion carried. A true, correct and complete copy is on file at the Village Office.

Benke introduced and read Resolution 12-10-13-02, to name Foundation First Bank as Village Depository. Motion by Benke, seconded by Rotert to approve. Upon roll call vote, voting YES: Rotert, Harrie, Hitchler, Lee, Benke. Voting NO: none, motion carried. A true, correct and complete copy is on file at the Village Office.

Motion by Benke, seconded by Rotert to approve Johnson to attend the 2014 Municipal Clerk Academy in Kearney March 26-28. Upon roll call vote, voting YES: Rotert, Harrie, Hitcher, Lee, Benke. Voting NO: none, motion carried.

**CORRESPONDENCE**

Motion by Harrie, seconded by Rotert to donate \$250 to the DC West Post Prom. Upon roll call vote, voting YES: Harrie, Hitchler, Lee, Benke, Rotert. Voting NO: none, motion carried.

**CHAIRMAN'S TOPICS**

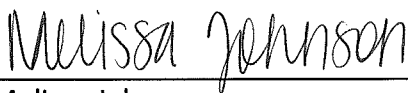
Benke verified that the new salt shed would have barriers installed to protect the poles.

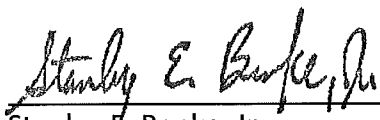
**TRUSTEE'S TOPICS**

Rotert would like the Clerk's office to have extended hours one night a week.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 8:16pm. The next regular meeting is scheduled for January 14, 2014 at 7:00pm.

  
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Melissa Johnson  
Clerk

  
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Stanley E. Benke, Jr.  
Chairperson