

**VILLAGE OF WATERLOO
REGULAR MEETING MINUTES
December 8, 2020**

The Board of Trustees of the Village of Waterloo met for a Regular Meeting on December 8, 2020 at 7:00 pm in the Village Office, 509 S. Front Street. The Board met in person and by Zoom teleconferencing.

PRESENT: Travis Harlow, Chairperson
Bill Rotert, Vice-Chairperson
Ken Hitchler, Trustee
Garry Lee, Trustee
David Rochford, Trustee
Corie Sass, Trustee
Alicia Harlow, Trustee

ALSO PRESENT: Ken Bunger, Attorney
Melissa Johnson, Clerk

OPEN MEETING

Chairperson 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 Lee, to approve the November 10, 2020 Regular Meeting minutes. Upon roll call vote, voting YES: Rochford, T. Harlow, Rotert, Hitchler, Lee. Voting NO: none, motion carried.

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

ACCOUNTS PAYABLE

Motion by Rochford, seconded by Lee, to approve accounts payable. Upon roll call vote, voting YES: Hitchler, Rochford, T. Harlow, Rotert, Lee. Voting NO: none, motion carried. The following bills were approved be paid: Astro-repairs 326.14, Cheryl Benke-cleaning 340, Best Buy-supplies 0.98, Bi-State-supplies 31.46, Black Hills-heat 539.24, Ken Bunger-attorney fees 1275, Core & Main-supplies 3204.79, Cox-phone 498.93, Danko-equipment 381.70, Demco-supplies 142.77, DC Gazette-publications 131.84, DC Register Of Deeds-lien 10, Dreamscape Homes-utility deposit refund 200, Elkhorn Lawn Care-repairs 143.50, EMC-insurance 68850, Kyle Fagervik-utility deposit refund 200, First Wireless-supplies 240, Great Plains-uniforms 48.49, Jeremy Hike-IT support 500, Ingram-books 1260.69, Inspro-insurance 1554, Jelinek-supplies 99.95, JEO-flood damage project 7383.30, Lincoln National-insurance 279.46, Marco-copier 122.39,

Menards-supplies 220.75, MUD-cost of water 7626.44, Micromarketing-books 118.46, Miller & Associates-lift station fees 1437.50, NDEQ-Fiscal Services-loan payment 35.85, Nebraska Sweeping-street cleaning 2090.89, Nelson Builders-utility deposit refund 100, NMPP-dues 5001, OPPD-electricity 4838.65, Orkin-bldg maintenance 123.11, Mandi Oyster-books 50, Papillion Sanitation-trash 200.22, Peopleservice-contracted maintenance 10828, Damon Redmond-utility deposit refund 75, Rob's Oil-fuel 923.14, Royal Lawns-spraying costs 1615, THI Builders-utility deposit refund 200, The Library Store-supplies 58.42, Verizon-cell phones 188.65, West O Chamber-dues 250, Ty Yong-utility deposit refund 75
Total Accounts Payable: \$123,820.71 Total Payroll: \$47,954.10 Total GL entries: \$54,912.81

REORGANIZATION

Chairman Harlow swore new Trustees Corie Sass and Alicia Harlow in. Trustees Lee and Hitchler stepped down.

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

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

Motion by Rotert, seconded by T. Harlow, to approve Appointed Officials as listed below. Upon roll call vote, voting YES: Rotert, Sass, T. Harlow, A. Harlow, 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:

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|----------------|---------------------------|
| David Rochford | Office
Buildings |
| Travis Harlow | Water/Sewer
Park Board |

Bill Rotert

Police
Fire
Levee

Alicia Harlow

Maintenance
Streets/Parks
Levee

Corie Sass

Planning Board
Library

HEARING

A conditional use hearing was opened at 7:12pm.

The board reviewed the Conditional Use Permit issued to Andrew Bowmaker last year to operate a business that will consist of consolidation of scrap metal from businesses and individuals for sale at 2755 River Road Drive, Ste 105. The Village has not received any complaints or concerns regarding the permit throughout the last year.

The hearing closed at 7:12pm

Motion by T. Harlow, seconded by Rochford, to extend the conditional use permit for the next two years. Upon roll call vote, voting YES: Sass, Rotert, T. Harlow, Rochford, A. Harlow. Voting NO: none, motion carried.

DEPARTMENT REPORTS

Department reports were presented.

T. Harlow introduced and read Resolution 12-08-20-04, to approve purchase of supplies to be reimbursement by CARES Act funding in the amount of \$150,731.76. Motion by Rotert, seconded by Rochford to approve. Upon roll call vote, voting YES: Rochford, T. Harlow, Rotert, A. Harlow, Sass. Voting NO: none, motion carried. A true, correct and complete copy is on file at the Village Office.

Rotert, Sass and Maintenance supervisor Bednar will form a sub-committee to discuss options for resolving the storm water issue along the south east side of Second Street.

DISCUSSION/CONSIDERTION/ACTION

T. Harlow introduced and read Resolution 12-08-20-01, to approve renewal of Zito Media Franchise Agreement. Motion by T. Harlow, seconded by Rotert to approve. Upon roll call vote, voting YES: Rochford, A. Harlow, Sass, Rotert, T. Harlow. Voting NO: none, motion carried. A true, correct and complete copy is on file at the Village Office.

Harlow introduced and read Ordinance 804, to change the months used to calculate sewer rates. Motion by Rochford, seconded by Rotert, to waive the three readings. Upon roll call vote, voting YES: T. Harlow, Rotert, A. Harlow, Rochford, Sass. Voting NO: none, motion carried. Motion by T. Harlow, seconded by Rotert, to approve Ordinance 804. Upon roll call vote, voting YES: A. Harlow, Sass, Rochford, Rotert, T. Harlow. Voting NO: none, motion carried.

T. Harlow introduced and read Resolution 12-08-20-03, to approve year end certification of Street Superintendent. Motion by Rochford, seconded by Rotert to approve. Upon roll call vote, voting YES: Rotert, Rochford, A. Harlow, Sass, T. Harlow. Voting NO: none, motion carried. A true, correct and complete copy is on file at the Village Office.

Motion by Harlow, seconded by Rotert, to approve the Change Order #7 from Yong Construction for the Flood Damage Project for additional repairs resulting in a net increase of \$22,168 of the contract price. Upon roll call vote, voting YES: Rochford, Sass, T. Harlow, A. Harlow, Rotert. Voting NO: none, motion carried.

Motion by Harlow, seconded by Rotert, to approve Pay Application #7 from Yong Construction for the Flood Damage repair project in the amount of \$20,803.21. Upon roll call vote, voting YES: T. Harlow, Rotert, A. Harlow, Sass, Rochford. Voting NO: none, motion carried.

CORRESPONDENCE

Motion by T. Harlow, seconded by Rochford, to approve donation of \$250 to the DC West Post Prom. Upon roll call vote, voting YES: Rochford, Sass, Rotert, T. Harlow, A. Harlow. Voting NO: none, motion carried.

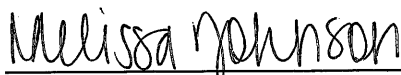
Motion by T. Harlow, seconded by Rotert, to approve donation of \$250 to the West O Chamber Holiday Basket Program. Upon roll call vote, voting YES: Rotert, Rochford, A. Harlow, Sass, T. Harlow. Voting NO: none, motion carried.

TRUSTEE TOPICS

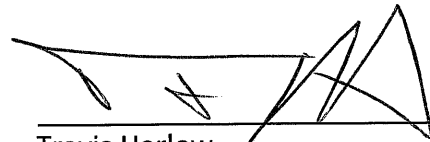
Johnson was directed to send a memo out to all employees that masks will be required while on the clock at any point that contact, or the potential of, within 6ft occurs.

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:27pm. The next regular meeting is scheduled for January 12, 2021.



Melissa Johnson
Clerk/Treasurer



Travis Harlow
Chairperson