

Village of Cortland  
December 8, 2021 Regular Meeting

The Meeting of Village of Cortland was held the 8th day of December 2021, at 100 S. Sherman Avenue at 7:00 p.m. Present at the meeting: Chairperson Kohout, Birkett, Douglass, Engelhard, Goforth., Attorney; Kubert, Clerk; Moormeier, Utility Superintendent; Topp.

Motion by Kohout and seconded by Engelhard to receive and place on file all notices and material having any bearing on the meeting. 5 Ayes, 0 Nays. Motion carried.  
Kohout invited any public comment on the agenda at this time.

Motion by Douglass and seconded by Birkett to approve the minutes of the last meeting. 5 Ayes, 0 Nay. Motion carried.

Motion by Engelhard and seconded by Goforth to approve the treasurers report. 5 Ayes, 0 Nays. Motion carried.

The following bills were presented for payment:  
American Legal Publishing-\$399.00, Black Hills Energy -\$633.78, BOK Financial-\$975.00, Cornerstone Bank-\$1,037.74, Donald R. Prentice-\$75.00, Donelle Moormeier-\$46.49, Farmers Cooperative-\$2,576.85, Gage County Register of Deeds-\$48.00, Hoffschneider Law ,P.C., LLO-\$1,700.21, Jerry Vrbka-\$480.00, Menards-\$546.60, Michelle German-\$108.00, Midwest Lab-\$130.00, Nebraska Public Health Environmental Lab-\$246.00, Nebraska Rural Water Assoc.-\$500.00, Norris Public Power-\$2,030.76, Olsson-\$574.18, One Call Concepts, Inc.-\$13.08, Southeast Area Clerks Association-\$10.00, Salaries-\$8,806.71, Verla Busboom-\$40.00, Voice News-\$132.60, Waste Connections of Nebraska Inc-\$3,944.64.

Motion by Douglass and seconded by Engelhard to approve a donation for the Nebraska Rural Water Association of \$500 that is presented in the bills. 5 Ayes, 0 Nays. Motion carried.

Motion by Goforth and seconded by Engelhard to pay the bills as presented. 5 Ayes, 0 Nays. Motion carried.

Reorganization of Board – Motion by Douglass to assign Kohout as Chairperson, seconded by Goforth. 4 Ayes, Kohout abstain, 0 Nays. Motion carried. Motion by Douglass and seconded by Birkett to reappoint Kelly Hoffschneider as Village Attorney. 5 Ayes, 0 Nays. Motion carried. Motion by Douglass and seconded by Birkett to assign Justin R. Stark o Olsson's as Street Superintendent for the Village for 2022. 5 Ayes, 0 Nays. Motion carried. Motion by Douglass and seconded by Birkett to have Donelle Moormeier continue as the Village Clerk/Treasurer for 2022. 5 Ayes, 0 Nays. Motion carried.

Chairperson, Kohout read Resolution 2021-07

**RESOLUTION 2021-07**

**SIGNING OF THE YEAR-END CERTIFICATION OF CITY STREET SUPERINTENDENT 2021**

**Whereas:** State of Nebraska Statues, sections 39-2302 and 39-2511 through 39-2515 details the requirements that must be met in order for a municipality to qualify for an annual incentive Payment; and

**Whereas:** The State of Nebraska of Transportation (NDOT) requires that each incorporated municipality must annually certify (by December 31<sup>st</sup> of each year) the appointment of the City Street Superintendent(s) to the NDOT using the Year-End Certification of City Street Superintendent form; and

**Whereas:** The NDOT requires that each certification shall also include a copy of the documentation of the city street superintendent's appointment, i.e., meeting minutes; showing the appointment of the City Street Superintendent by their name as it appears on their License (if applicable), their License Number (if applicable), and Class of Licenses (if applicable), and type of appointment, i.e., employed, contract (Consultant, or interlocal agreement with another incorporated municipality and/or county), and the beginning date of the appointment; and

**Whereas:** The NDOT also requires that such Year-End Certification of City Street Superintendent form shall be signed by the Mayor or Village Board Chairperson and shall include a copy a resolution of the governing body authorizing the signing of the Year-End Certification of City Street Superintendent form by the Mayor or Village Board Chairperson.

**Be it resolved** that the Village Board Chairperson of Village of Cortland is hereby authorized to sign the attached Year-End Certification of City Street Superintendent completed form(s). Adopted this 8<sup>th</sup> day of December, 2021 at Cortland, Nebraska.

Motion by Birkett and seconded by Douglass to adopt Resolution 2021-07 as presented. 5 Ayes, 0 Nays. Motion carried.

Comprehensive Annual Banner Application permit, has no fee but needs to be updated annually. Motion by Goforth and seconded by Engelhard to send in the updated banner permit.

Building Permits: Motion by Douglass and seconded by Birkett to approve building permit for Randall Deunk at 763 E. Apple Road for a 60'x120'x16' machinery storage building. 5 Ayes, 0 Nays. Motion carried. Motion by Birkett and seconded by Douglass to approve building permit for Ron & Kathy Peterson at 255 S. Vermont Street for a 10'x20' Derksen Portable Building. 5 Ayes, 0 Nays. Motion carried. Motion by Douglass and seconded by Engelhard to approve building permit for Jared Spang at 200 W. 7<sup>th</sup> for a 6' tall vinyl fence. 5 Ayes, 0 Nays. Motion carried. Motion by Douglass and seconded by Engelhard to approve building permit for Jared Spang at 240 W. 7<sup>th</sup> for a 6' tall vinyl fence. 5 Ayes, 0 Nays. Motion carried. Motion by Douglass and seconded by Engelhard to approve building permit for Jared Spang at 244 W. 7<sup>th</sup> for a 6' tall vinyl fence. 5 Ayes, 0 Nays. Motion carried.

Farmer's Cooperative property at S. Sherman – no updates

Olsson street improvements update from Brian Schuele. Master Agreement Work Order No. 5 dated November 30, 2021 was reviewed. As there are some questions the board has the Clerk will ask Brian Schuele to be at the January 12<sup>th</sup> meeting to explain the agreement and answer questions from the board.

Brian reported via email that he received the water/sewer maps from the village and will prepare a capacity analysis for the new development. Will have that proposal for services ready for the January meeting.

Drainage project for fiscal year 2021/22 will be tabled until March.

There was no answer regarding easement for snow piles on private property. Topp will continue to pile the snow on the street and behind the post office if there is a big snow.

No written complaints.

Dog Ordinance – Attorney Kubert suggested that we remove everything about the licensing since there is no one to enforce. Discussion regarding the voice command that is currently in the ordinance, how do we change residents behavior regarding leash laws etc. Kubert will update dog ordinance for January meeting and research taking action with a letter and then on second offense a fine.

The inspection by Fire Marshall for Sindelar property has not been provided. Clerk to check out previous minutes regarding building inspection.

There is still not a business sign on the Spilker Ale Building, will table until February meeting.

Miscellaneous Items:

- a. Cortland signage Birkett reach out to Skyler Gubser
- b. Street Christmas lights, we are short one light for the poles. Motion by Douglass and seconded by Goforth to purchase one more street Christmas light when they go on sale after the holiday. 5 Ayes, 0 Nays. Motion carried.

Ballpark – Chairperson thanked Regina and Cheryl for help with painting the bathrooms at the ball park. The sinks and toilets are planned to be installed next week. Topp asked to get sweeps for under the doors in the bathroom and the concession stand.

Maintenance – JK Electric bid for \$1640.00 to install soffit lighting with led lights at the Community Center and \$1840.00 to install soffit lighting, bathroom lights, and check GFCI at the concession stand at the ball field. Motion by Douglass and seconded by Birkett to approve the lighting bid for the Community Center with an addition of two more lights needed. 5 Ayes, 0 Nays. Motion carried. Motion by Birkett and seconded by Engelhard to approve the lighting bid for the Ball Park minus the two bathroom lights that are not needed. 5 Ayes, 0 Nays. Motion carried. Some of the exterior of the concession stand should be replaced, waiting to see whether or not the insurance claim for the hail will cover that cost.

1989 International Dump Truck with Snow Plow and Salt Spreader being sold by sealed bids by Elm Creek. Minimum bid starting at \$8500. Discussion regarding the need of a dump truck, snow plow, salt spreader. Motion by Birkett and seconded by Douglass to send Ben out to inspect truck and if suitable we offer a bid of \$11,001.00 5 Ayes, 0 Nays. Motion carried.

Water tower annual cleaning done, leak fixed. Outside will be cleaned in the spring. Topp to share contacts with Clerk for her files.

Topp has completed his water licenses. Has purchased books for pesticide licensing which will take place in March.

Jetting is going slower than anticipated, the west side of town should be done next week and the east side of town the following week. Discussion about buying a camera to identify areas that line needs repairing.

Topp requested if a street light is out to let him know so that he can get it fixed.

There was some vandalism in the outside bathrooms at the community center. Topp request that if you see it to report immediately so that he can check the security cameras.

Ready for the first snow.

Motion by Douglass and seconded by Birkett to approve the 25% highway allocation match in the amount of \$1516.00. 5 Ayes, 0 Nays – Motion carried

CIA report – Grant for tables will be sent again in before the end of December, first round did not have filled out correctly. Christmas tree lighting had attendance of approximately 45-50 people. Saturday, December 11<sup>th</sup> Santa will be at the Community Center from 9:00-11:00. Christmas Lighting contest will take place on December 15<sup>th</sup>. Kohout submitted the Gazebo Lights to the Channel 10/11 website, they were then posted on the Pure Nebraska Facebook page.

Motion by Engelhard and seconded by Goforth to adjourn the meeting at 8:38 p.m. 5 Ayes, 0 Nays – Motion carried

I, Donelle Moormeier, Village Clerk do hereby certify that the foregoing is a true and correct copy of the proceedings of the Village Board of Cortland, NE to the best of my knowledge.  
Village Clerk/Treasurer/Donelle Moormeier