

Village of Cortland Board Meeting

December 14, 2022

The meeting of the Village of Cortland Nebraska was held the 14th day of December, 2022, at 100 S. Sherman Avenue at 7:00 pm.

Present at the meeting: Chairperson Kohout, Douglass, Birkett, Engelhard, Goforth, German; Clerk Moormeier,

Motion by Kohout and seconded by Douglass to receive and place on file all notices and material having any bearing on the meeting. 5 Ayes, 0 Nays. Motion carried.

Motion by Douglass and seconded by Goforth to approve the minutes of the last meeting and emergency meeting. 5 Ayes, 0 Nays. Motion carried.

Motion by Goforth and seconded by Engelhard to accept the Certificate of Election for the November 8, 2022, General Election, as certified by the County Clerk, be received and placed on file. 5 Ayes, 0 Nays. Motion carried.

The Oath of Office was stated and signed by newly elected board member, Adam German, and re-elected members Cheryl Goforth and Lisa Kohout. Kohout thanked Regina Engelhard for her many contributions to the Village as a Board Member. Engelhard thanked the board for the opportunity to serve her community.

Reorganization of Board – Motion by Douglass to assign Kohout as Chairperson, seconded by German. 4 Ayes, Kohout abstain, 0 Nays. Motion carried. Motion by Goforth and seconded by Douglass to appoint David Solheim as Village Attorney with the contract of the monthly flat fee of \$750 which included up to 6 billable hours; with overages billed at \$150 per hour. 5 Ayes, 0 Nays. Motion carried. Kohout asked Clerk to reach out to Hoffschneider and thank him for his service and to reach out to Solheim to let him know we accepted his contract. Motion by Douglass and seconded by Birkett to assign Justin R. Stark of Olsson's as Street Superintendent for the Village for 2023. 5 Ayes, 0 Nays. Motion carried. Motion by Birkett and seconded by Douglass to have Donelle Moormeier continue as the Village Clerk/Treasurer for 2023. 5 Ayes, 0 Nays. Motion carried.

Motion by Birkett seconded by Douglass to approve the \$500 donation to the Nebraska Rural Water Board which is included in the monthly bills. 4 Ayes, 0 Nays, 1 Abstained Motion carried.

The following bills were presented for payment: AKRS Equipment Solutions \$344.03, Black Hills Energy \$878.77, BOK Financial \$1,662.50, Cornerstone Bank \$1,486.63, Donald R. Prentice \$80.00, Hoffschneider Law, P.C., LLO. \$ 360.00, Michelle German \$180.00, Nebraska Public Health Environmental Lab \$298.00, Nebraska Department of Revenue \$243.43, Nebraska Rural Water Association \$500.00, Norris Public Power \$1,886.80, Olsson \$401.83, One Call Concepts, Inc. \$14.36, Salaries \$9,157.11, Verla Busboom \$40.00, Voice News \$181.37, Waste Connections of Nebraska Inc. \$4,112.96.

Motion by Birkett and seconded by Goforth to approve the Treasurer's report and the payment of bills. 5 Ayes, 0 Nays. Motion carried.

Moormeier indicated that General Excavating refused to pay the invoice for the water main that was hit when they were boring for fiber optics. Motion by Douglass and seconded by Birkett to turn the information over to the attorney to let them handle. 5 Ayes, 0 Nays. Motion carried.

Chairperson Kohout read Resolution 2022-05

Resolution 2022-05 SIGNING OF THE YEAR-END CERTIFICATION OF CITY STREET SUPERINTENDENT 2022:

Whereas: State of Nebraska Statutes, sections 39-2302, and 39-2511 through 39-1515 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 Department of Transportation (NDOT) required that each incorporated municipality must annual certify (by December 31st of each year) the appointment(s) 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 License (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 required that such Year-End Certification of City Street Superintendent form shall be signed by the Mayor or the Village Board Chairperson and shall include a copy a resolution of the governing body authorizing the signing of the Year-End Certification of City 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 the City Street Superintendent completed form(s). Adopted this 14th day of December, 2022 at Cortland, Nebraska.

Motion by Douglass and seconded by Birkett to approve Resolution 2022-05 as presented. Roll Call vote 5 Ayes, 0 Nays. Motion carried.

Motion by Goforth and seconded by Douglass to open Public Hearing at 7:21 pm. for an application submitted by PK Management, LLC for a change of Zoning on Section 11-6-6 N ½ SE E of RTY EXC N 180', 2.2 acres, parcel #002610000. 5 Ayes, 0 Nays. Motion carried. Barb Tegley, chairperson of the Planning and Zoning Committee, explained the request was for changing from an Agriculture Residential District AG-1 to a Highway Commercial District C-2 zoning. Because this supported the Village of Cortland comprehensive plan and the future land use map the Planning & Zoning Committee recommended the zoning change be approved. The P&Z Committee also made a recommendation to consider having this land annexed into the Village at a future date. Discussion that a cost analysis for possible annexation should be done. Motion by Birkett and seconded by Goforth to close the public hearing at 7:26 p.m. 5 Ayes, 0 Nays. Motion carried.

Motion by Goforth and seconded by Birkett to suspend the three readings of Ordinance 2022-06. 5 Ayes, 0 Nays. Motion carried.

Chairperson Kohout read Ordinance 2022-06 entitled AN ORDINANCE PERTAINING TO PLANNING AND ZONING; TO AMEND THE ZONING MAP OF THE VILLAGE OF CORTLAND; ZONING DESIGNATION FOR THE FOLLOWING DESCRIBED PARCELS OF LAND, BE CHANGED FROM AGRICULTURE RESIDENTIAL DISTRICT (AG-1) TO HIGHWAY COMMERCIAL DISTRICT (C-2) ZONING FOR SECTION 11-6-6 N ½ SE E OF RTY EXC N 180', 2.2 ACRES, PARCEL ID #002610000, GAGE COUNTY, NEBRASKA PARCEL FROM AG-1 ZONING DISTRICT TO C-2 ZONING DISTRICT.

Motion by Goforth seconded by Birkett to approve Ordinance 2022-06 as presented. 5 Ayes, 0 Nays. Motion carried.

Motion by Birkett and seconded by Douglass to approve the Comprehensive Annual Banner Application and Banner Permit for signature. 5 Ayes, 0 Nays. Motion carried.

Rachel Kreikemeier, Executive Director of NGage introduced herself and discussed the projects that NGage has been working. Specifically there is a massive shortage of child care spots in Gage County which contributes to businesses struggling to hire employees. There are grants available for current day cares to increase their capacity and for new day cares for startup costs. Suggestion that churches could be a natural fit for child care. Douglass asked Kreikemeier if there was help with fiber optics in rural communities. Kreikemeier indicated the County Board of Supervisors are working on that problem.

No building permits presented.

Bids for the Lift Station were due on December 12th, 2022. Iowa Pump Works was the only bid that was received. Cary Ernst from Iowa Pump was available to answer any questions. Time line is possibly March depending on the delivery of equipment and the weather. They will train the new Utility Superintendent, there is a 3 year warranty on the pumps and they will coordinate with the electrical in advance. COVID monies received by the Village are earmarked for this use. Motion by Goforth and seconded by Douglass to approve the Bid by Iowa Pump Works for \$81,356.02 for the New Lift Station. 5 Ayes, 0 Nays. Motion carried.

Written Complaints was submitted by Wayne Schroeder regarding the weeds in the alley, posts tops need to be cut off on the fence, need to move camper that is not licensed on the property at 455 W. 6th. The Board will take a look at the property and address at the January meeting.

Miscellaneous Items:

Vacant Property Ordinance Example and abandoned property/unsafe buildings Chapter 151 in the Village Code book was printed off for the board and will be reviewed prior to February meeting. Clerk was asked to pass this onto the attorney for his review also. Hoffschneider had given an answer to the question regarding who has control and maintenance of the alleys. The clerk was asked to pass this along to the new attorney also and table until February meeting.

Clerk indicated she ran out of time to get to the update fee schedule, it will be tabled until January meeting. Museum update by the Clerk – Museum has been purchased by the Cortland Improvement Association and will operate under their non-profit umbrella. Museum will be having a fundraiser on January 29th at the Community Center with a soup lunch and silent auctions. Discussion regarding possibility of an online auction. Clerk asked whether the Museum could have a tab on the Village of Cortland website. Goforth will have webmaster add that, Clerk will connect Goforth up with Sheila Day for pictures and information for the website. Birkett brought up the idea of having the museum decorated next year for Christmas. Also suggested that we have the artificial tree in the middle of the gazebo instead of lighting the large tree as it is difficult to get the equipment to hang the lights.

Maintenance report:

The Utility Superintendent position is still open. Kohout and Birkett had one interview. Job positing continues to be on Indeed and in several places in town. We are still taking applications and resumes. Those may be submitted to the villageofcortland@gmail.com until a hire is made. German indicated he could run water samples for the interim. North well went down which caused low water pressure. It was electrical issues and Commonwealth was called to come out and fix it. Lift station also had electrical problems which Commonwealth fixed. DEQ had a complaint and Village was reprimanded because some paperwork had not been done. Water main broke on 4th & Vermont on Sunday the 11th, Lovell Excavating did repair. The communication systems between the wells are not working properly. Motion by Birkett and seconded by Douglass to approve two backup power supplies and bans for the water lines. 5 Ayes, 0 Nays. Motion carried. Kohout thanks German and Birkett for spending several hours working on the water and sewer issues She asked them to keep track of the hours they have worked.

Street lights on Hwy 77, one has been on during the day time. NPPD has been working on the ones that are out. Birkett will contact Commonwealth about the replacement. Birkett will order the solar light for the pole between 5th & 6th on West side of Washington.

Suggested that we have locks rekeyed as there are too many different keys. Community Center will be locked and unlocked by German until new Utility Superintendent is hired. Motion by Goforth seconded by Douglass to approve a key pad for the Village Office door. 5 Ayes, 0 Nays. Motion carried. Goforth will bring a camera until door gets a pad. Suggested that a fire safe be researched for valuables in office. Clerk will research and bring to January meeting.

Goforth indicated that Engelhard had prepared a google document that will allow the new Utility Superintendent to record work hours and tasks easily. Birkett received a tire quote of \$980.00 from Tredz Central for the pickup. Douglass moved and Goforth seconded to accept the quote of \$980.00 from Tredz Central for tires for the pickup. 5 Ayes, 0 Nays. Motion carried.

The well houses need to be cleaned up, the shop also needs to be cleaned. Would like to have that done prior to new Utility Superintendent starting.

Ball Park – Scott Kohout is working at getting the netting in front of the Birkett home. All the fence has been picked up by Cody Behrends and Scott Kohout from Menards. The entire project will be paid from donations from Monolith and Norris Ball Associations. Discussion regarding Gaga Ball Pit consideration at the ball park.

CIA Report – Christmas lighting contest judging being done December 14th. Santa will be in Cortland on December 17th.

Motion by Douglass and seconded by Birkett to approve the 25% highway allocation match in the amount of \$1677. 5 Ayes, 0 Nays. Motion carried.

Motion by Goforth and seconded by Birkett to adjourn meeting at 9:04 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.