

Village of Cortland Board Meeting
November 9 2022

The meeting of the Village of Cortland Nebraska was held the 19th day of November, 2022, at 100 S. Sherman Avenue at 7:00 pm.

Present at the meeting: Chairperson Kohout, Douglass, Birkett, Engelhard, Goforth. Clerk Moormeier, Utility Superintendent Topp.

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

Motion by Douglass and seconded by Engelhard to approve the Treasurer's report. 5 Ayes, 0 Nays. Motion carried.

The following bills were presented for payment: 2M Rock and Sand \$2,340, Black Hills Energy \$272.09, BOK Financial \$14,441.94, Cornerstone Bank \$1,354.84, Donald R. Prentice \$80, Farmers Cooperative \$646.71, Hoffschneider Law ,P.C., LLO \$2,045.25, IRS \$544.08, Michelle German \$162, Nebraska Public Health Environmental Lab \$185, NGage \$100, Noakes \$1,205, Norris Public Power \$1,840.19, One Call Concepts, Inc. \$23.96, Salaries \$3,726.34, Verla Busboom \$40, Waste Connections of Nebraska Inc. \$8,259.67. Motion by Engelhard and seconded by Goforth to pay the bills. 5 Ayes, 0 Nays. Motion carried.

Motion by Douglass and seconded by Engelhard to open the Public Hearing on the Application for Zoning Variance by Jason & Brittney Papke for Parcel ID 004567100, S. 25th/E Apple to E Ash East of road, Cortland Nebraska at 7:06 p.m. 5 Ayes, 0 Nays. Motion carried.

Attorney Carothers spoke for the Papke's addressing the approval at the Gage County level and the Village of Cortland current zoning. The property is approximately 225 feet into the Village jurisdiction otherwise sits entirely in county jurisdiction. The ground is not conducive to building if it is moved 225 feet out of Village jurisdiction. Motion by Douglass and seconded by Birkett to close the Public Hearing at 7:13 p.m. No decisions were made during the Public Hearing.

Motion by Douglass and seconded by Engelhard to approve the Application for Zoning Variance by Jason & Brittney Papke for Parcel ID 004567100, S. 25th/E Apple to E Ash East of road. 5 Ayes, 0 Nays. Motion carried.

Building Permits: Motion by Douglass seconded by Birkett to approve a wood frame, 1607 main floor/740 second level home at Parcel ID 004567100 owned by Jason & Brittney Papke. 5 Ayes, 0 Nays. Motion carried. Motion by Birkett and seconded by Douglass to approve patio install, repair steps, and replace driveway concrete at 205 S Washington Avenue owned by Richard A & Linda M Bouc. 5 Ayes, 0 Nays. Motion carried.

David Solheim and Jenna from the Solheim Law Firm in Crete Nebraska introduced themselves and presented proposal to act as Village Attorney. References given were City of Geneva, Village of Malcolm, City of Bennet, City of Deshler, and City of Harvard. Multiple questions by the board regarding experience were answered.

Spencer Hartman from O'Neill, Heinrich, Damkroger, Bergmeyer, Shultz Law Firm in Lincoln also introduced himself and answered questions regarding experience. Indicated they had 12 attorneys in their office. Spencer will provide a proposal to the Board prior to the next meeting.

Cody Behrends represented the NT and NBA regarding the Ball Park. The Associations wanted to thank Cortland for the use of the Ball Park for both baseball and softball use. He

addressed items that needed to be worked on such as a permanent fence for the smaller field. Both the softball and baseball associations have pledged \$1,000 each for materials. Also may have some donations. The install would be completely volunteer. Lighting would be the next item to address. Motion by Birkett and seconded by Goforth to allow the Ball associations to start building a fence at the small field. 5 Ayes, 0 Nays. Motion carried. Goforth indicated she would look for any grants that might be available to help with the improvements.

The Fire Department is in need of 30 new chairs and a new keypad for the southeast door. Reviewed pricing that Topp presented. Motion by Birkett and seconded by Douglass to approve up to \$1300 for the fire department to spend on chairs. 5 Ayes, 0 Nays. Motion carried. Motion by Douglass and seconded by Goforth to approve the keypad lock for \$329.00. 5 Ayes, 0 Nays. Motion carried. The clerk will order.

Written Complaints: Tim Young asked about the volunteer trees along the trail and at Highway 77 which needed to be cut. The Village should be taking care of the trail as far north to Gage Road and as far south to Ash Road. There are trees growing at Apple Road and Highway 77 in front of the Stop sign need to be cut. It is the Village's responsibility to keep vegetation away from all the signs

Donald Meints property at 350 W. 7th indicated that his property is not draining correctly since work was done at the McGee property last year. Birkett will have S&P look at it and get it on the list to be taken care of this year.

Jennifer Manning at 435 W. 3rd Street indicated the street curb has settled apparently from a school bus that was previously parked in that area. The waster, leaves, debris, ice and snow build up in this location and causes problems. The Village will take this into consideration on a future One & 6 year plan as it will be quite expensive to correct.

Engagement letter by Hoffschneider that was presented at the October meeting was readdressed. The Board will look at all proposals submitted and make a decision at the December meeting.

Iowa Pump Works has helped with preparing the bid proposal for the North Lift Station Renovation. Discussion that the above ground pump would be the safest alternative. Motion by Birkett and seconded by Goforth to have the Clerk publish the bid for the North Lift Station Renovation in the Voice. 5 Ayes, 0 Nays. Motion carried.

Birkett will have a meeting with Windstream tomorrow regarding the internet update at the Community Center.

The board was reminded to set up their emails villageofcortland.yourfirstname@gmail.com so that Goforth can get the emails under each ones picture on the website. She is also reaching out to business for updates.

The attorney and the accountant clarified the information that donations could be made to the museum. Motion by Douglass and seconded by Birkett to donate \$5,000 to the Cortland Museum. 5 Ayes, 0 Nays. Motion carried. Discussion regarding setting up a fund for items like this for the future.

The Clerk brought to the board examples of Vacant Property Ordinances from other Villages. Goforth also suggested we need to be enforcing any fines for properties that are not being taken care of or abandoned. Clerk will research the Code or Ordinances that addresses the process and fines.

Goforth also suggested we need to be enforcing the fines for businesses on Main Street or anywhere that do not have the appropriate signage. Clerk will also research this code and/or Ordinances.

Bids on news door at the community building that are ADA compliant need to be gotten. Birkett will reach out to Brian Schuele regarding ADA grants.

The Fee Schedule needs to be updated for permit. Most communities have a fee based on the percentage of the cost or a sliding scale. The clerk was asked to get examples from other communities and bring examples to the December meeting.

Maintenance Report: Utility Superintendent Topp turned in his verbal two week resignation indicating Wednesday, November 23rd is his last day. Discussion regarding posting position as soon as possible.

Motion by Birkett and seconded by Engelhard to go into Closed Session at 9:08 p.m.. 5 Ayes, 0 Nays. Motion carried. Motion by Engelhard and seconded by Douglass to come out of Closed Session at 9:12 p.m. 5 Ayes, 0 Nays. Motion carried.

A light was requested by Schlake/Lener at an existing pole between 5th & 6th on the West side of Washington as it is very dark on that street. Motion by Birkett and seconded by Douglass to purchase a solar light for not more than \$125 for the pole between 5th & 6th on the West side of Washington. 5 Ayes, 0 Nays. Motion carried.

Street lights and the pole that is down along Highway 77 need to be put up immediately as NDOT has contacted the Village. Topp will contact Commonwealth on Monday to see when they will be able to put up the pole and lights.

Motion by Douglass and seconded by Birkett to approve the 25% highway allocation match in the amount of \$1714. 5 Ayes, 0 Nays. Motion carried.

CIA report: Need help on December 3rd for the tree lighting at 6:30pm. Santa will be in Cortland Saturday, December 17th from 9:00-11:00. The gazebo needs to be decorated before the lighting on the 3rd.

Personnel Items: Discussion on employee handbook modifications. Emergency meeting to be held regarding job description and job posting on Monday, November 14th at 6:30 p.m. Clerk needs to send previous posting, job description, and employee handbook to board as soon as possible.

Motion by Goforth and seconded by Birkett to adjourn meeting at 9:40 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.