

Village of Lodgepole

Regular Board Meeting Minutes

July 2, 2024 @ Panther Activity Center (PAC)

630 Orchard St., Lodgepole NE 69249

Notice of this meeting was given in advance by posting at the Village Office (PAC), Lodgepole Post Office, the Nancy Fawcett Memorial Library, and the Village website.

The Chair called the meeting to order at 5:32 PM. Present: RJ Savely, Chair; Gwen Devie, Vice-chair; Trustees Mark Bartling, Brenda Parsons, Al Runge; Jerry Ostdiek, Village attorney; Tanya Engel, Clerk/Treasurer; Steve Bell Utilities/Maintenance Supervisor

Chair informed the public of the location of the posted Open Meetings Act and the Board's right to enter into closed session if deemed necessary for any item on the agenda per Section 84-1410 of the Nebraska Revised Statutes.

Community Comments: Dana Hill, asked the Board to consider removing rental fees for nonprofits from Resolution 277. Mike Morrison asked if the Village has a noise ordinance or curfew. Ostdiek cited Ordinance 6-310. Devie suggested Morrison get a video recording and license plate if possible for Cheyenne County Sheriff.

Parsons moved to approve the agenda. Runge seconded. Yes: Savely, Devie, Bartling, Parsons, Runge. No: none. Motion carried.

Melody Baily, NPPD, joined the meeting by phone. The Board agreed NPPD should not charge the Village's municipal accounts a lease fee. NPPD will pay lease fees to the Village monthly through direct deposit. The Village will receive an annual report of billings, revenue lease payments, and payments to the Cheyenne County Treasurer. NPPD will conduct meter and electrical surveys using drones and employee walk-throughs in late July or early August—information will be provided to residents through social media posts and direct-mail postcards. The retail billing team is currently working through the customer data supplied by Engel. NPPD will exchange meters in late October. An open house for Village residents will be held in early December after NPPD sends out their first utility bills. "Biff" from NPPD will arrange for tree trimming, but it is unlikely to happen this year. Residents will be informed before any trimming occurs. Devie asked if the Village needs to maintain insurance on equipment and light poles. Baily said only until November 1. NPPD will help the Village determine what needs insurance after November 1. Additionally, NPPD will assist the Village in auctioning surplus materials.

Bruce Tillotson, Lodgepole Lions Club, proposed two projects from the Lions for the Village. First, rebuild the picnic bench by the concession stand. Second, donate 10 folding tables to the Community Hall. Runge suggested the Lions use the picnic bench project money on another project and that the Village dispose of the old picnic bench and move one the Village's aluminum ones to that location. The Board agreed and thanked Bruce and the Lions for their donations.

Devie motioned to have Engel set up a trial of Skype on the maintenance tablet as the emergency contact phone number for the Village. Bartling seconded. Yes: Savely, Devie, Bartling, Parsons, Runge. No: none. Motion carried.

Devie motioned to approve a debit card for Steve Bell with the conditions that items over \$75 are approved before purchasing, an itemized receipt with a reason for purchasing is submitted within 48 hours of purchase, may only be used to purchase items for the Village and may not be used for personal purchases, and accidental personal purchases and purchases without receipts must be paid back to the Village by the employee. Bartling seconded. Yes: Savely, Devie, Bartling, Parsons, Runge. No: none. Motion carried.

Bell presented the maintenance report. Items to be purchased: trash truck tires, pick up brakes, diesel fuel for off-road equipment. Noted the southside sewer trap is plugged and seepage is occurring due to a high water table.

Devie moved to amend the agenda to discuss point 24: Discussion and action on staff points of contact with the Board now. Runge seconded. Yes: Savely, Devie, Bartling, Parsons, Runge. No: none. Motion carried.

Runge and Bartling volunteered to help Bell and act as his point-of-contact with the Board. Savely volunteered to help with the trash truck. Runge suggested continuing using volunteers to help Bell. Parsons asked about progress on water class. Bell said he will work with Rob Kuhns until Bill Taylor enrolls him in a class in about six months. Devie asked about CDL. Bell said he will be testing on it soon. Runge reminded Bell his review will be over the SOP and will need to prioritize appropriately. Devie moved to appoint Al Runge and Mark Bartling to be Steve Bell's points-of-contact with the Village Board. Parsons seconded. Yes: Savely, Devie, Bartling, Parsons, Runge. No: none. Motion carried.

Engel read into the minutes: Douglas Hart, License # S-1349, retired effective June 30, 2024. Skyler Saucedo began as the Cheyenne County Road Superintendent effective July 1, 2024. Saucedo currently does not have a license. He will be taking the test, and hopefully will have a class B license in November. In November we will publish the addition Saucedo's license along with the license number.

Devie presented an audit update. Julie Peetz, Village accountant, concerned about negative fund balances and the lack of monthly bank reconciliation documentation. Peetz will be contacting auditors to see if they will do the 2022-2023 audit for the Village. Devie asked Peetz to help identify expenses and deposits that may have been missed. Devie asked Engel if gWorks could provide assistance with the 2022-23 reconciliation. Engel said they won't do the reconciliation but would ask them for help identifying a process for a multi-month bank reconciliation.

Ideas for the remaining ARPA funds included clean water entering the sewer system and scoping sewer lines on the south side. Funds need to be designated by December 2024 and spent by December 2025. Action postponed until August meeting pending more information.

Bartling shared his research regarding adding heat strips to the current PAC units and adding heaters to the gym and bathrooms would be cost prohibitive. Identified two potential solutions: Work with Snells to install new thermostats and valves and fix leaks. Estimated cost of \$30,000. Or, add electric strips to the units in the Board room and office, add garage-style heaters to the bathrooms, insulate the pipe space between the bathrooms, shut down the locker rooms, and turn off water in the science room. Bartling thought the cost would be approximately \$4,000 but will get quotes. Clerk to request Black Hills turn off gas to large water heater. Devie mentioned Bill Taylor has ideas for grants for solving building's heat issues.

Parsons moved to accept the Protex SaaS agreement. Devie seconded. Yes: Savely, Devie, Bartling, Parsons. No: Runge. Motion carried.

Runge moved Village provide NMPP written notice of the Village’s intent to withdraw from the electric utility mutual aid agreement effective November 1, 2024. Devie seconded. Yes: Savely, Devie, Bartling, Parsons, Runge. No: none. Motion carried.

During the discussion of Old Settlers’ Days, Devie asked how the event and organizing committee came to be viewed as separate from the Village as it is a Village activity. Suggested Village include budget line item for it. Runge clarified if they can use the Village’s tax ID number. They can. Devie moved to have the Village work with Fox Insurance on the event rider. Parsons seconded. Yes: Savely, Devie, Bartling, Parsons, Runge. No: none. Motion carried. Devie motioned to move ahead with the liquor license. Runge seconded. Yes: Devie, Bartling, Parsons, Runge. No: Savely. Motion carried.

Jesse Medina, owner, Burgie’s Bowling, Chappell, NE, offered to obtain the SDL liquor license and serve the alcohol for the Lodgepole Community Foundation’s fundraiser during Old Settlers’ Days. Parsons moved to have Medina obtain the liquor license for the LCF fundraiser. Runge seconded. Yes: Bartling, Parsons, Runge. No: Savely. Abstain: Devie. Motion carried.

Clerk presented four options for the logo on the new water tower. The Board approved the logo with an icon of the original water tower followed by Lodgepole in capital letters in a serif font.

Devie moved Resolution 278 be approved as amended. Bartling seconded. Yes: Savely, Devie, Bartling, Parsons, Runge. No: none. Motion carried.

RESOLUTION NO. 278

A Resolution of the Board of Trustees of the Village of Lodgepole establishing permit, license, rental, usage and related fees.

BE IT THEREFORE RESOLVED by the Chairperson and Village Board of the Village of Lodgepole, Nebraska:

1. The following schedule of fees is hereby adopted by the Village of Lodgepole and shall be effective beginning July 2, 2024.

Community Hall Rentals

- Meeting room at the Panther Activity Center \$50
- Jaycee Hall (located in basement of Community Hall) \$100 + \$100 deposit
- Community Hall and Kitchen..... \$225 + \$200 deposit
- Gymnasium/Stage area at Panther Activity Center \$200 + \$200 deposit

Monthly room rental for business purposes

- If the class/renter imposes a team/individual fee, the monthly charge is \$150.

Other Fees

- Building permit..... percentage based on project
- NSF fee \$25
- ATV/UTV Licensing annual license fee due January 15 of each year..... \$25/year
- Dog tags annual license fee due January 15 of each year\$2/year
- Gym cards original \$10
- Gym cards replacement \$15
- Bulk water..... \$5/1,000 Gallons or fraction thereof
- Electric deposit (applied to final bill, refund final less than deposit)\$200
- Utility late fees.....10%
- Trash can purchase\$110
- Sanitation fee for emptying extra cans..... \$10
- Disconnect water on request \$25
- Reconnect water on request..... \$25
- Reconnect water due to nonpayment \$25
- Nuisance mowing..... \$100/hour
- Peddler and hawker registration certificate..... \$5
- Cemetery
 - Per plot (4-1/2 feet).....\$100
 - Block (4 plots, 18 feet).....\$400
- Tobacco license..... \$10
- Liquor license (refer to business licensing ordinances) due November 1 each year.....
 - The license fee if by the terms of Neb. RS 53-124 the fee is payable to the Village Clerk-Treasurer;
 - Any fee for publication of notice of hearing before the Board of Trustees upon the application for the license;
 - The fee for publication of notice of renewal, if applicable, as provided in Neb. RS 53-135.01; and
 - Occupation taxes, if any, imposed by the village, except that Class J retail licenses are not subject to occupation taxes.\$500
 - Class J defined: Alcoholic liquor, including beer, for consumption off the premises, sales in the original packages only, for a retail licensee whose annual gross revenue from the sale of alcohol does not exceed twenty percent of the licensee’s total annual gross revenue from all retail sales.

Passed and approved on July 2, 2024

Runge moved the office be closed October 4, 2024, for Columbus Day in lieu of October 1, 2024. Bartling seconded. Yes: Savely, Devie, Bartling, Parsons, Runge. No: none. Motion carried.

The Clerk presented the Clerk/Treasurer update. A conversation about how Oshkosh saved its downtown historic water tower. A nonprofit purchased the property, tower, and adjoining lot in 2018. They have had it designated a historical site. They use grants and have cell and internet lease

agreements for income. The outside cost \$40,000 to paint and they invested an additional \$40,000 in programable LED lights. They've added anticlimbing devices to it and are installing a metal fence. They carry insurance on the tower and add additional insurance during fundraising events. The nonprofit is currently run by a 9-member committee. The committee chair said that running the nonprofit is a full-time job. The nonprofit is working on creating a succession plan and a future plan. The committee chair is willing to come to a Lodgepole board meeting and is willing discuss how the nonprofit came to be and the work they've done with any interested parties. The Clerk also provided a delinquent account update and confirmed that disconnected utilities are not reconnected until the account is paid in full.

Parsons moved to approve the consent agenda. Devie seconded. Yes: Savely, Devie, Bartling, Parsons, Runge. No: none. Motion carried.

AMAZON, BOOKS, OFFICE SUPPLIES, 134.07; BLACK HILLS ENERGY, UTILITIES, 269.41; CITY OF SIDNEY, LANDFILL, 1,605.33; CLINE WILLIAMS, LEGAL SERVICES, 747.00; DEARBORN LIFE, FD LIFE INSURANCE, 96.32; FRENCHMAN VALLEY COOP, GAS, DIESEL, 340.23; HAMILTON BOOK, BOOKS, 17.90; HIGHLINE, PHONE/INTERNET, 420.58; HOMETOWN LEASING, PRINTER LEASE, 166.28; IDEAL LINEN & UNIFORM, RUGS, MOPS, 165.49; MILLER & ASSOCIATES, PROFESSIONAL FEES, 9,520.00; NEBRASKA PUBLIC HEALTH, WATER SAMPLES, 30.00; NEBRASKA PUBLIC POWER, ELECTRIC SERVICE, 13,644.28; NEBRASKA PUBLIC POWER, RENEW DOMAIN, 0.18; ONE CALL CONCEPTS, INC, LOCATES APR - JUNE, 87.88; PREMIER AUTO PARTS, A/C FUSES, 10.58; PRESTON RICHARDS, REIMBURSE MOWER FANS, 12.86; ROBERT KUHNS, WATER OPERATOR LICENSE, 500.00; TANYA ENGEL, REIMBURSE MILEAGE, SHIPPING, 199.59; USPS, POSTAGE, 183.00; UTILITY SERVICE CO INC, QUARTERLY MCINTOSH TANK, 3,456.00; WAPA, ELECTRIC SERVICE, 1,492.11; WHEAT BELT PUBLIC POWER, ELECTRIC SERVICE, 4,229.60; HUMANITIES FOR NE, LIBRARY SPEAKER, 50.00; KAITLYN TAYLOR, STIPEND LIBRARY GRANT, 475.00; DANA HILL, REIMBURSE LIBRARY SUPPLIES, 272.30; PAYROLL 4,288.59.

Chair comments: Have an enjoyable and safe 4th of July.

Board comments: Devie asked that McCall Street be added to the August agenda. Devie asked about Findley's electric wire concern. Clerk shared that Bell suggested waiting until November when NPPD would be handling maintenance unless it becomes an emergency situation.

Special board meeting to review the municipal recodification draft supplied by American Legal Publishing and public hearing on proposed zoning amendment, Monday, July 8, 2024, 5:30 PM at the PAC.

Next regular board meeting, Tuesday, August 6, 2024, at 5:30 PM at the PAC

Adjourned 8:41 p.m.

Submitted July 3, 2024

Tanya Engel

Clerk/Treasurer