

**VILLAGE of SUTHERLAND**  
**BOARD OF TRUSTEES Regular Meeting**  
**September 25, 2024**  
**At 6:00 P.M.**

1 The Village of Sutherland Board of Trustees held a Regular Meeting on September 25,  
2 2024, at 6:00 P.M. in the Village of Sutherland Meeting Room, located at 1200 First Street,  
3 Sutherland, Nebraska. Notice of this meeting was given by posting notice in four public places,  
4 the designated method by the Village Board of Trustees. The agenda for this meeting was kept  
5 continuously current and available for inspection at the Office of the Village Clerk.

6 Chairman Meyer called the Regular Meeting of the Board of Trustees to order at 6:00  
7 p.m. Members present upon roll call were **Scott Meyer, Kimberly Backer, Felicia Patrick, and**  
8 **Derek Dempcy. Frank Fleecs was absent.** Quorum was established. Also present were Village  
9 Clerk Bonnie Ralston, Village Superintendent Casey Kendall, and Village Attorney Rory  
10 Roundtree. The guests present were Gene Tacey, Linda Tacey, Jim Dickerson, Erica Bush, and  
11 Milan Moore. If all the names are not included, it is only by error, absence of signature or  
12 undecipherable signature in the guest book.

13 The Board of Trustees and all present rose and recited the Pledge of Allegiance.

14 Chairman Meyer gave notice of the open meeting law poster and its location and proper  
15 procedure for guests.

16 The Board read the minutes for the regular meeting of the Board of Trustees September  
17 11, 2024, regular meeting. Motion Backer to approve the minutes as presented. Second Patrick.  
18 Voting yes: Patrick, Dempcy, Meyer, Backer. Absent and not voting: Fleecs. Voting no: none.  
19 Motion carries.

20 Meyer adjusted the agenda back to unfinished business at 6:13 PM.

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22 **UNFINISHED BUSINESS:**

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25 ARPA funding was discussed. The Board had previously requested this remain on the  
26 agenda until spent.

27 The topic of storm/sewer drainage was addressed, as was the sewer lagoon drainage.  
28 Kendall stated there was nothing new to report on this item.

29 Walnut Street property was addressed. There were no updates since last meeting when  
30 Roundtree had spoken to Western Title.

31 There has been nothing new on the audit agenda item.

32 The Tree Board grant agenda item was discussed. Linda Tacey addressed this. She stated  
33 she has called and emailed but has received no response.

34 Next on the agenda was accepting or rejecting generator bids. This was carried over from  
35 the September 11<sup>th</sup> meeting to give Superintendent Kendall time to get estimates on service plans  
36 for the generator. Kendall received two service plan quotes: one from NMC Cat and one from  
37 Knapp. NMC Cat currently services the generator at the wellfield that was purchased from them.  
38 Discussion was held on what each plan includes. Backer asked Kendall which generator he  
39 would recommend the Village purchase. Kendall stated he would recommend purchasing the  
40 generator from NMC Cat. The Village already has one generator from them and there have been  
41 no issues getting in touch with or getting service or repairs if needed. Discussion was held on  
42 details of each bid and what was included. Motion Backer to approve the purchase of the  
43 generator for the wellfield from NMC Cat, with a purchase price not to exceed \$52,580.00.  
44 Patrick questioned where the funding was to come from. Meyer clarified that funding for this  
45 would come from the ARPA account, which would use the remaining funds, and anything over  
46 the amount in the ARPA funds would come from the sewer account. Second Patrick. Voting yes:  
47 Patrick, Meyer, Dempcy, Backer. Absent and not voting: Fleecs. Voting no: none. Motion  
48 carries. Motion Backer to approve the purchase of the service plan from NMC Cat for a  
49 combined price of \$5210.98 to include the wellfield generator and the sewer generator. Second  
50 Dempcy. Voting yes: Meyer, Patrick, Dempcy, Backer. Absent and not voting: Fleecs. Voting  
51 no: none. Motion carries.

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54 **NEW BUSINESS:**

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56 The first agenda item is a resolution tied to the budget hearing, so will be addressed then.

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57 Meyer addressed the West Central Nebraska Development District item of the agreement  
58 and Game and Parks Grant award. Erica Bush from West Central was in attendance to discuss  
59 these items. Bush was not able to bring the administration agreement between West Central and  
60 the Village and has requested it be carried over to the next meeting. Meyer asked for clarification  
61 on whether Sutherland had been awarded the Game and Parks grant. Bush clarified that the grant  
62 had been awarded to the village. Once the administration agreement is presented, accepted, and  
63 signed, West Central will be responsible for filing all paperwork relating to the grant and  
64 presenting the timeline for bids, beginning work, etc. At this point, the village can accept and  
65 sign the grant award and put the administration agreement into place later. Motion Backer to  
66 accept the grant and authorize the chairman to sign. Second Patrick. Voting yes: Dempcy,  
67 Backer, Meyer, Patrick. Absent and not voting: Fleecs. Voting no: none. Motion carries. The  
68 administration agreement will be placed on the agenda for October 9, 2024. L. Tacey asked  
69 about the timeline for the multiple steps of the grant. Bush clarified that the first reporting period  
70 would be in November of this year. The understanding is that this report would merely be a  
71 preliminary report stating the acceptance of the grant by the Village of Sutherland and bid  
72 document preparation will be completed at this time also. The bid documents will be sent to  
73 Game and Parks for approval before the project is officially put out for bid.

74 The fee schedule is on the agenda for review. Backer would like to have the Board look  
75 over the schedule. She stated that all fees collected by the Village need to be listed on this.  
76 Roundtree agreed and stated that under the new codification it should all be consolidated and  
77 could be amended via resolution. Backer requested the board members look over the schedule to  
78 determine if there are fees that are not listed or ones that may need raised or discussed. Backer  
79 also addressed the utility deposit amount. Ralston had been in contact with several other  
80 communities who collected higher deposits for rentals. The purpose of that is to allow a way for  
81 towns to have fewer accounts placed into bad debt or turned over to collections when people  
82 move. The occupation tax was also addressed. It had been discussed at one point, but nothing  
83 was ever put into place. Backer addressed several items she felt did not need listed because they  
84 are not fees the Village collects, and also had ideas for items that could be added or increased.  
85 The Board agreed they would look over the fee scheduled and address this. This item will remain  
86 on the agenda for the October 9<sup>th</sup> meeting.

87 Bank accounts were next on the agenda. Fleecs had originally asked for this item to be  
88 added so the Board could consider what accounts would be beneficial to the Village. He would  
89 like accounts broken down further to make finances more transparent. Discussion was held on  
90 which other accounts could be separated out from the general account and the processes involved  
91 in how wages and other claims would be handled. One option is to write all checks from the  
92 general account and reimburse it from the other accounts for the amounts charged out to them.  
93 This could be done quarterly, or more often if needed. Patrick and Meyer both expressed that  
94 they felt the budget will also be easier next year with this separation. Backer asked if the office  
95 could make a list of existing accounts, and what additional accounts may be needed. This item  
96 will stay on the agenda.

97 Large animal permit for 1311 South Street was presented to the Board. Kendall informed  
98 the Board that he had no issues with the permit. Motion Backer to approve the large animal  
99 permit for 1311 South Street and authorize the appropriate people to sign. Second Dempcy.  
100 Voting yes: Backer, Dempcy, Patrick, Meyer. Absent and not voting: Fleecs. Voting no: none.  
101 Motion carries.

102 North lot fencing was next on the agenda. Planning and Zoning regulations require  
103 fencing of no less that 70% density or hedge/tree lines where commercial property adjoins  
104 residential. At one time, slats had been placed in the existing chain link fence, they had either  
105 been damaged or blown out at some point. Discussion was held on what type of fencing would  
106 be the best option. Kendall had done some initial pricing and come up with a cost of  
107 approximately \$65.00 per 10 linear feet of privacy slats to thread into the chain link. L. Tacey  
108 asked to address the Board an questioned if perhaps a metal fence may be a better option. Meyer  
109 asked Kendall to look into options before the October 9<sup>th</sup> meeting.

110 The next agenda item was the Kealey Replat that had been before the Planning  
111 Commission. Ralston discussed the item with the Board. It have been voted to forward a positive  
112 recommendation from the Planning Commission to the Board. However, after the Planning  
113 Commission meeting it had been brought to the attention of the office that a supermajority of

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114 votes is needed for a replat, and the meeting this replat was voted on only had three members  
115 present, not the required four that constitute a supermajority. Roundtree felt that the cleanest way  
116 to handle this would be for the Board to move to send the replat back to the Planning  
117 Commission for a new vote. Motion Patrick to send the replat back to Planning Commission.  
118 Second Backer. Voting yes: Patrick, Dempcy, Meyer, Backer. Absent and not voting: Fleecs.  
119 Voting no: none. Motion carries.

120 Meyer then skipped to the nuisance animal and veterinary service agenda item. Kendall  
121 informed the Board that we would no longer have a vet available after the end of September. He  
122 was looking for instruction on how to handle nuisance animals now and what the Board would  
123 like him to do. Backer suggested Kendall reach out to Ogallala, Wallace, and North Platte  
124 Veterinarians to get estimated costs and present them to the Board.

125 The fireworks permit for the homecoming game was addressed. Motion Patrick to  
126 approve the permit. Second Backer. Voting yes: Patrick, Meyer, Backer. Abstaining, due to  
127 being the parent that submitted the permit: Dempcy. Absent and not voting: Fleecs. Voting no:  
128 none. Motion carries.

129 At 6:29 PM the Board of Trustees regular meeting was recessed. At this point, the Board  
130 of Trustees opened the Budget Hearing. This meeting has separate minutes.

131 At 6:36 PM the Board came out of recess and returned to the regular meeting.

132 Kendall addressed the manhole rehab agenda item. There are six manholes on the road to  
133 the sewer lagoon that need repairs. Several of them have collapsed. Kendall stated that the  
134 Village had just been inspected by the State and the inspector let him know which ones needed  
135 repairs. Kendall had reached out and had estimates for the needed repairs sent to him. These are  
136 included in the packet. Four tops needed replacement, two had already been completed. Kendall  
137 explained that the process for this is to replace the tops as needed, then the chimneys would be  
138 power washed, grout replaced, and a sealant applied. This would only need to be done once.  
139 Discussion was held on the estimates provided and whether it would need to go out to bid. One  
140 manhole by the ballfield also needs repaired. Kendall stated that the manholes on the sewer  
141 lagoon road need fixed before a heavy truck or tractor were to drive over them and do more  
142 damage or possibly damage the vehicle. After discussion, it was decided to send this project out  
143 to bid.

144 Sewer jetting and cameras were next on the agenda. Kendall informed the Board that the  
145 quote he had presented covered approximately 4,500 linear feet. This estimate is to have the  
146 sewer lines jetted, a camera sent through to look for problem areas, and a recording made for  
147 future use by the Village. The same company who provided the estimate for the manhole repairs  
148 provided the estimate for this project. After extensive discussion it was determined that this  
149 project will also be sent out to bid. Jim Dickerson was in attendance and questioned if the timing  
150 of the bid and project would be dependent on weather. Kendall clarified that concrete could be  
151 poured and covered with a blanket, and the remainder would not depend on weather. As long as  
152 the temperature was above freezing the project could be completed.

153  
154 At 6:49 PM, the Board of Trustees regular meeting was recessed to reconvene the Budget  
155 Hearing.

156  
157 Rate Study was next on the agenda. Ralston had spoken with NeRWA concerning having  
158 a water and wastewater rate study done. The office had determined these rates had not been  
159 raised since between 2011 and 2018. Ralston stated that having the study done did not lock the  
160 Village into raising the rates. It would simply provide a suggested rate. Motion Backer to allow  
161 the office to contact NeRWA to have the rate study done. Second Dempcy. Voting yes: Dempcy,  
162 Backer, Meyer, Patrick. Absent and not voting: Fleecs. Voting no: none. Motion carries.

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166 **OTHER:**

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- 168 • Claims were presented to the Board in the amount of \$140,477.94. This amount will need  
169 adjusted to include the \$100.00 check from the CRA meeting earlier this evening. With  
170 this added the amount for claims would be \$140,577.94. Ralston also clarified the claim

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171 from Nebraska Rural Water Association. This claim had been paid out once, the check  
172 was returned and reissued for half the amount. This is because instead of two people  
173 attending the fall conference only one from the utilities department will be attending.  
174 Motion Backer to approve the claims with the specified adjustment. Second Dempcy.  
175 Voting yes: Meyer, Patrick, Dempcy, Backer. Absent and not voting: Fleecs. Voting no:  
176 none. Motion carries.

- 177 • Payroll Report was presented to the Board.
- 178 • Comp Time Report was also included in the packet.
- 179 • Balance of Account/ Profit and Loss Statement were also included in the packet.

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181 **FYI INFORMATION:**

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184 **REPORTS:**

- 185 • Superintendent Kendall reported that he thought they were finally getting a handle on the  
186 meter issues at the well field. He would also be gone next week for a fall water  
187 conference. Dirt has been hauled out to the well field. Roll offs are on the North Lot now.
- 188 • Clerk Ralston covered all the information she needed to give during the corresponding  
189 agenda items.

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191 **Trustees Reports:**

- 192 • K. Backer reported that all 400 tickets had been sold by the Chamber of Commerce for  
193 the golf cart raffle. She then checked with Kendall to make sure he would have cones and  
194 trash cans out for Maker’s Market. Kendall assured the Board he would.
- 195 • D. Dempcy had nothing to report.
- 196 • F. Fleecs was absent.
- 197 • F. Patrick had nothing to report.
- 198 • S. Meyer wanted to thank the office and all departments for the hard work put into the  
199 budget sessions and worksheets.

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203 With nothing further on the agenda, the meeting was adjourned at 7:03 PM.

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206 These minutes are set to be approved at the October 9, 2024, regular meeting.

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Scott Meyer, Chairman  
Board of Trustees, Village of Sutherland

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[Seal]

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Bonnie Ralston, Clerk  
Village of Sutherland

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