

Village of Petersburg Minutes
May 4th, 2021

The Petersburg Village Board met in Regular Meeting May 4th, 2021 at 7:00 p.m. Notice was published and posted. The board was given prior notice of the meeting. Assistant Chairman Tina Henn called the meeting to order and stated the Open Meetings Act was posted.

Trustees present were: Tina Henn, Steve Werner, and Ashley Thieman. Absent: Corey Stokes and Mitch Koch. Staff: Nick Prothman and Sundae Provencher. Guests: Helen Baumgartner from Petersburg Press, Joe Stump from AMGL, Michelle Olson from BCDA and Deputy Dustin Martin.

Sales tax funds from February 2021, \$3,395.55 (Motor Vehicle Sales Tax \$359.01).

Minutes of the April Meeting were approved with a motion by Werner, seconded by Thieman. Roll Call: Henn, aye; Werner, aye; Thieman, aye; Absent: Stokes, and Koch. Motion carried.

Treasurer's report was approved with a motion by Thieman seconded by Werner. Roll Call: Henn, aye; Werner, aye; Thieman, aye; Absent: Stokes and Koch, motion carried.

Bills Presented for payment:

Wages: 6,493.98

EFTPS payroll tax: 1,642.08

Village Regular Account, transfer to pay loan: 1,000.06

Village Regular Account, Motor Vehicle Sales Tax Transfer: 359.01

Boone County Treasurer, Police: 1,375.00

Boone County Treasurer, Zoning: 100.00

Neil Baumgartner, service fire equipment: 120.00

Tracy Paulson, cleaning: 93.00

Great Plains State Bank, UV sewer loan payment #3029: 1,000.06

Albion News/Boone County Tribune, advertising: 184.57

Great Plains Communication, phone & internet service: 432.20

Appeara, Laundry service: 128.15

Bomgaard's, supplies: 35.75

Municipal Supply, pro coders, remotes: 949.95

Bud's Sanitary Service, trash: 2,673.00

NE public health lab, service: 47.00

Bullseye Fire Sprinkler Inc., inspection: 385.00

Joan Majerus, water deposit return: 100.00

Boone County Development, 1st payment 2021-22: 1750.00

Boone Central Schools, liquor license fees collected: 200.00
Great Plains State Bank, bond payment: 1568.75
Helena, fuel for welder: 67.29
Loup Power, service: 2,009.29
Northeast NE Economic Dev., annual fee: 655.00
Island Supply, service: 28.80
Cedar Valley Insurance Agency, insurance: 12.00
Kayton, bobcat tire: 149.99
AMGL, annual audit fiscal year ending 2020: 7,700.00
One Call Concepts, service: 5.76
Petersburg Bldg. and Supply, supplies: 83.07
Zabka Svc., fuel: 646.24
Leifeld's, supplies: 137.80
Yosten Law, service: 481.00
Rae Valley Market, supplies: 84.31
Midwest Labs: 263.68
NE Dept. of Revenue, sales tax paid: 146.65
First Bankcard, postage: 3.00
1st National Bank of Omaha, hotel, water samples, parts for sewer plant: 479.37
Black Hills Energy, service: 514.45
Verizon, service: 78.68
Charles Schwab, Nick's retirement: 250.77
Charles Schwab, Sundae's retirement: 132.28

Werner made a motion to pay the bills seconded by Thieman, roll call: Henn, aye; Werner, aye; Thieman, aye; Stokes, absent; Koch, absent, motion carried.

Michelle Olson showed a promotional video campaign Boone County Development Agency has created to attract people to the Boone County area. With the increase in remote work due to COVID-19 BCDA wanted to highlight Boone County to anyone looking to relocate. BCDA has been working with a company in Omaha to help the ad reach their target market. They have been very pleased with the results. The ad has reached over 200,000 people in Midwest states and on the east coast. The BCDA website has had 5,000 new visitors recently. The average percentage of people that are delivered an ad and actually click on the link to get more information is 0.06%, BCDA's promotional campaign is delivering at 3.01%. BCDA has been reaching out to people that visit the website and offer tours to them, covering all travel expenses. BCDA sees this as a good way to show people what the area has to offer. The ad will be pushed harder in the future when building prices decrease.

Two permits were approved by the Zoning Administration. John Veik is redoing a deck and putting on vinyl siding. John Knust is building a storage shed.

Joe Stump from AMGL came to explain the annual audit, fiscal year ending September 2020. Joe explained the adjustments are due to the Village not knowing what interest has collected on the CD, and auditor knowing about county receipts prior to the Village actually receiving them. The audit showed the Village's actual disbursements exceeded budgeted appropriations by \$3,151. Joe explained to the board the Village went over due to transferring between accounts. If transferring funds from one account to another it should be recorded as an expense and budgeted as such. The Village wasn't aware of the housing development at the time of budget. Anytime the Village is about to go over the budget, the budget shall be amended. Any, even slight, discrepancy in budget should be amended. It is better to over budget for upcoming projects even if the Village doesn't plan on spending that much.

Joe said the rest of the Village audit seems good. The village had over \$300,000 in big expenses last fiscal year. It is recommended to have at least 6 months-worth of operating expenses on hand. The Street fund can not exceed 5 years of operating expenses. The sales tax fund is restricted for economic development and infrastructure, sales tax funds should be used for these types of projects before any other funds. The three business accounts the village has, (water, sewer, trash) should continue to operate as self-sufficient, producing their own funds.

Community improvement, the board discussed Vacant properties. Ordinance 2020-1 was very effective. The board is satisfied with the progress that has been made in a year. Out of twelve vacant properties six have been taken care of. Next month the board will decide what the next step is. The vacant property list will be updated after properties are reinspected.

Ordinance 2017-8 Vehicle parking was forwarded to next meeting.

3 C's Knotty Pine's daily liquor license for a wedding reception on May 29, 2021 was approved with a motion by Werner seconded by Thieman. Roll call was taken, Henn, aye; Werner, aye; Thieman, aye; Stokes, absent; Koch, absent; motion carried.

Leifeld's firework permit was approved with a motion by Thieman, seconded by Werner. Roll call vote taken, Henn, aye; Werner, aye; Thieman, aye; Stokes, absent; Koch, absent; motion carried.

Ordinance 2021-2 was on the Agenda, board forwarded to next month.

Bids for surplus property, 2004 snapper mower were opened. 2 bids were received after the board advertised on more platforms. A motion was made by Werner to accept a bid for \$575.00 from Paul Seier, seconded by Henn. Roll call

was taken, Henn, aye; Werner, aye; Thieman, aye; Stokes, absent; Koch, absent; motion carried.

Prothman reported he found a good deal on cold-mix splitting a load with Albion's nursing home. It is \$52.00 a yard and \$200.00 for shipping but splitting the load with Albion's nursing home would save the Village. Pelster will haul the mix from Columbus, deliver half to Albion and only charge the Village for what he brings to Petersburg. A motion was made by Thieman to have Pelster haul coal mix from Columbus, seconded by Henn. Roll call was taken, Henn, aye; Werner, aye; Thieman, aye; Stokes, absent; Koch, absent; motion carried.

Provencher reported the Legion would like to borrow benches for their memorial service.

Nothing to report for lights, water, sewer, streets or alleys.

Thieman made a motion to adjourn, seconded by Werner, meeting adjourned at 8:07p.m.

Tina Henn, Assistant Chairman

ATTEST: Sundae Provencher, Clerk