

Village of Petersburg
August 6, 2024

The Village of Petersburg's Chairman and Board of Trustees met for a regular meeting on August 6, 2024, at 7:00 p.m. in the Village Office. Notice of the meeting was published in the Petersburg Press July 31st and posted at the Village Office, Post Office and Leifeld's on July 29th. Board members were given prior notice of the meeting. Chairman Stokes called the meeting to order stating the Open Meetings Act is posted.

Board members present: Corey Stokes, Mitch Koch, Steve Werner, Tina Henn and Ashley Thieman. Staff: Nick Prothman and Sundae Provencher. Guests: Tina Stokes of BCDA, Clyde Stuhr, Officer Hayden Niewohner, Victoria Olson and Mark Wagner of Boone County Zoning Commission, Helen Baumgartner of Petersburg Press and Chuck Borer.

Sales tax from May 2024 was \$4,504.03 with \$239.46 motor vehicle sales tax.

Minutes were approved with a motion by Thieman seconded by Stokes; roll call votes in favor: Henn, Werner, Koch, Thieman and Stokes; opposed none; motion carried.

Treasurer's report was approved with a motion by Henn, seconded by Thieman; roll call votes in favor: Koch, Werner, Henn, Stokes, Thieman; opposed none; motion carried.

Bills presented for payment:

Wages: 7,712.49
EFTPS, payroll taxes: 1,870.08
Village Regular Account, transfer motor vehicle taxes: 239.46
Boone County Treasurer, zoning: 100.00
Boone County Treasurer, police protection: 1,375.00
Neil Baumgartner, service fire equipment: 120.00
Esther Steensnes, cleaning: 210.25
Bud's Sanitary, trash service: 3,567.25
Schmader Electric, repair light in park: 2,846.77
Loup Power District, carnival electricity: 224.32
Sargent Drilling, well repairs: 15,810.09
Randy & Margo Ketteler, water deposit return: 100.00
Russ & Ev Stokes, water deposit return: 100.00
Loup Power District, electricity, 2,423.08
NE Public Health Environmental Labs, lab fees: 53.00
Appera, laundry costs: 74.06
One Call Concepts, service: 74.06
League of NE Municipalities, membership dues: 1,485.00
Applied Connective, Microsoft office: 12.70
Island Supply, cylinder rental: 355.00
Leifeld, supplies: 267.61
Midwest Labs, lab fees: 386.37
Petersburg Building Supply, rebar for splash pad: 158.81

Zabka Service, fuel: 903.72
Yosten Law, attorney fees: 130.00
Mike's Auto Repair, repairs: 477.00
NE Department of Revenue, sales tax: 123.83
Black Hills Energy, natural gas: 286.88
Albion News/Boone County Tribune, advertising and supplies: 123.34
First National Bank of Omaha, supplies: 538.37
First National Bank of Omaha, supplies: 533.17
Great Plains Communications, phone/internet service : 465.84
Verizon, cell phone service: 88.89
Charles Schwab, retirement: 298.41
Charles Schwab, retirement: 156.00
NE Municipal Clerks Association, dues : 50.00

Stokes made a motion to pay the bills and those not in yet, seconded by Werner; roll call votes in favor: Thieman, Koch, Werner, Henn and Stokes; opposed: none; motion carried.

Police reported 57.1 patrol hours with one verbal warning. Niewohner stated the Ordinance violation on the garage was delivered. The board stated that it is being taken care of.

Tina Stokes was present to go over the membership renewal for Boone County Development Agency. Tina Stokes explained the programs BCDA has available and their strategic goals for the next few years. BCDA has developed a Business Valuation & Transitioning Program. They have partnered with NBDC to do this. A couple Petersburg Businesses have participated in the introductory phase of this program. There were 7 businesses total, 2 of those are now in the final phase. Businesses that do this program will get an evaluation at the end which BCDA will pay half of.

BCDA has also stated a marketing program for local businesses. It is a packaged system that helps small businesses with their marketing. There is currently one Petersburg business, and one Cedar Rapids business enrolled in the marketing program. BCDA is working on a workforce development project. The community currently has more jobs available than workers, and they are focusing on bringing people into the community for work. They plan on working with local colleges and schools and informing the kids there are available working options in the community.

Other BCDA programs available include the energizing entrepreneurs' program, gap financing, emerging leaders, housing development and a business day where they take students to the fairgrounds and local business owners are present to showcase available careers in the community.

BCDA currently has a list of local small businesses that may be in the need of transitioning soon. They are trying to be sensitive about the approach as these are small businesses and it could be a touchy subject.

There is an increase in the rate of the membership dues this renewal due to inflation, staffing and program development. Tina asked the board if they like receiving the monthly updates from BCDA. The board likes getting the updates and knowing what BCDA has been working on. Thieman made a motion to approve the membership agreement with BCDA, seconded by Stokes; roll call votes in favor: Werner, Henn, Stokes, Thieman and Koch; opposed: none; motion carried.

Victoria Olson the zoning director and Mark Wagner Chairman of the zoning commission were present to discuss zoning in Petersburg. A few things have been brought up the past few months. There have been some issues with how much lot can be occupied by buildings, and how big accessory buildings can be. Victoria presented Petersburg's current R1 regulations along with a few surrounding towns regulations for comparison. Petersburg's current regulations allow for up to 10% of the lot to be for accessory buildings with a total allowance of 35% for all buildings. Garages can't be more square foot than the house. Petersburg is comparable to other communities. Genoa's accessory buildings can take up 20% of the lot, Albion is 10%, Columbus has the highest allowance at 35% accessory building 50% total. These regulations were put in place in 1999 with the intent to keep residential areas as residential. Bigger shops should be in the business or industrial zoned areas.

There are currently a few properties out of compliance. Petersburg could change these regulations if they wanted to, or they could wait till the Comprehensive plan is redone but that won't be for 6 to 12 months. If Petersburg were to change these regulations it would require a public hearing to be held at the Village, zoning would hold a public hearing and present their recommendations to Petersburg, Petersburg could approve the changes at another public hearing after zonings recommendations.

Chuck Borer was present and asked the board if they would consider increasing the allowable accessory building lot capacity to 25% rather than 10%. Borer stated these regulations were put in place 25 years ago. The lots in the older parts of town are small compared to the lots in the new housing development. Borer wants to build a nice sized 2 car garage on his rental lot. He plans on tearing that house down in a few years. Mark stated that stand alone garages in residential zones are not a permitted use, there has to be a house on the lot. Mark stated that if they change the regulations you have to make it agreeable to everyone moving forward. A lot of this stuff is set through state statute.

Mark said they are having problems with people turning in zoning permits and the measurement on the application is not what they are building. Victoria has to issue occupancy permits and measures the property before. Zoning regulations also state garages can't be bigger than the house. If Petersburg increases the allowable percent of accessory buildings, there will need to be other changes as well to make sure it all aligns. Werner thinks the Village should increase the lot capacity for accessory buildings. Mark said decide what is acceptable in a residential lot. Zoning will draw some examples out and share them with the board so they can look them over and decide what works best.

Mark mentioned storage containers on commercial lots. Keith Marvin has worked with nearly 50 counties, and he sees anything from them not being allowed to not having rules on them at all. Those that have regulations require the container to be painted to match the lot and follow setbacks. Petersburg could have them as an approved use, or a conditional use permit that has to go through a public hearing process to be approved and has a \$150 fee. Or Petersburg could have them as permitted use, which has to meet certain requirements and the zoning administrator could approve, it just eliminates the public hearing process.

Community Improvement. A French drain was installed in the housing development by the Millers property. There was standing water there. Loup Power drilled 20-inch hole 8 feet down, Prothman installed a corrugated culvert with rocks and a cover. The splash pad has been torn up and reinstalled. Everything is grounded properly. There is still some concrete that needs poured

along with building a couple lean-tos and a mechanical box. The splash pad runs for 8 minutes and is set on a timer currently from 9 to 9.

Stuhr asked the board if they would consider building a bus stop for the kids riding the bus to school. Kids currently get dropped off at the Campus or Rae Valley Market. Henn stated she doesn't like how both spots are on the south side of town and questioned if there could be a one on the North end or a more central location. The school doesn't like the bus making more than one stop in Petersburg. Werner mentioned that for years they had on the 1- and 6-year street improvement plan they had planned to widen the street where the bus stops by the campus and they took it off when the school closed. The school bus is still using that street. The Main Street Park shelter was mentioned as a potential spot, it is sheltered and centrally located. The school board should be approached with a solution.

The board reviewed the service agreement with Maguire Iron. It is a 10-year agreement with a clean out or ROV inspection every other year. Every other year the cost is \$2,175.00. Werner made a motion to approve the 10-year contract with paying every other year, seconded by Koch; roll call votes in favor: Stokes, Henn, Werner, Koch and Thieman; opposed: none; motion carried.

The Annual Certification of Program Compliance with the Board of Public Roads Classification and Standards was reviewed. Thieman made a motion to approve Resolution 2024-7, authorizing Chairman Stokes to sign the Municipal Annual Certification of Program Compliance to Nebraska Board of Public Roads Classifications and Standards 2024, seconded by Werner; roll call votes in favor: Stokes, Henn, Werner, Koch and Thieman; opposed: none; motion carried. Chairman Stokes signed the annual form.

Auditor's letter of engagement was reviewed. The audit is scheduled for November 17th. Stokes made a motion to approve the auditor's letter of engagement, seconded by Henn; roll call votes in favor: Werner, Koch, Thieman, Stokes and Henn; opposed: none; motion carried.

Budget workshop was scheduled for Wednesday August 21st at 6:00 p.m. The hearing is planned to be held prior to the regular meeting on September 3rd, at 6:00 p.m.

Prothman reported he got the sewer pump back from Iowa Pump Works. They found a rag in it and it was also missing a stabilizing ring. He got a quote for a grinder for the wastewater treatment plant. For the parts, he was quoted \$36,000. Labor was estimated to be 2 to 3 days at \$160-\$180 per hour, per person. Prothman stated the current one works but it was old 20 years ago. Prothman got a recommendation to remove the culvert by the Knotty Pine.

Justin Temme asked if the town would install some 'slow children playing' signs in his area of town. He is concerned about how fast people drive down his street. Discussion was held on where the signs should go. Prothman will order 8 signs.

Koch asked if a representative from Great Plains Communications is going to talk to the board about the fiber internet installation. Provencher will contact Great Plains and see if a rep. can come to a meeting and give information on it. In Ewing they are digging by hand up to the homes, but they have sandy soil. They won't be able to hand dig our clay soil.

Werner stated there is a resident that has 2 trash totes with trash piled up on top and all along the sides of the totes. The trash truck shouldn't pick that up tomorrow, it wouldn't be fair to the rest of the residents. Bud's Sanitary agreement states they will only pick up stuff in the totes.

Stokes expressed his appreciation to the ladies who take care of the flowers around Main Street, the park and boulevard. They look beautiful. Stokes got the survey done for the 20-foot alley. He will speak with the property owners about opening up that alley. If they agree Brandi Yosten will have to write something up. Stokes asked Provencher to look into if any other alleys had been vacated. The surveyors map had some differences to the Villages map. There is a light that stays on by the businesses sign. And a light that stays by the well house.

Thieman made a motion to adjourn the meeting, seconded by Henn. The meeting adjourned at 8:54 p.m.

Tina Henn
Tina Henn, Assistant chairman



ATTEST: Sundae Provencher
Sundae Provencher, Clerk/Treasurer