

Village of Petersburg  
April 1<sup>st</sup>, 2025

The Village Chairman and Board of Trustees met for a regular and safety meeting on Tuesday April 1<sup>st</sup>, 2025, at 7:00 p.m. in the Village's board meeting room located at the Village Campus. Notice about the meeting was published in the Petersburg Press on March 26<sup>th</sup>, and posted at the Village Office, Post Office, and Leifeld's on March 24<sup>th</sup>. Board members were given prior notice of the meeting. Chairman Stokes opened the meeting, Open Meetings Act was posted.

Board members present: Corey Stokes, Tina Henn, Steve Werner and Mitch Koch. Staff: Nick Prothman and Sundae Provencher. Guests: Helen Baumgartner of Petersburg Press, Travis Arnold of AMGL, and Officer Anderson.

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

The profit and loss report for the library was reviewed. There are expenses for electricity and natural gas that were not budgeted for due to relocating the library to the Village Campus. The library utilities will get disconnected now that the building is vacant.

Stokes moved to approve the treasurer's report, seconded by Koch; roll call votes in favor: Werner, Henn, Stokes, and Koch; opposed: none; absent: Thieman; motion carried.

Bills presented for payment:

Wages: 6,063.37

EFTPs, payroll taxes: 1,693.96

Boone County Treasurer, zoning: 100.00

Boone County Treasurer, police protection: 1,375.00

Village of Petersburg Regular Account, transfer motor vehicle sales tax: 183.34

Neil Baumgartner, service fire equipment: 120.00

Esther Steensnes, cleaning: 115.75

Bud's Sanitary, trash service: 3,655.25

NE Department of Revenue, state payroll taxes: 761.22

Great Plains Communication, telephone and internet: 296.95

Loffler, annual service agreement: 856.79

NE Public Health Environment Lab, lab fees: 397.00

Albion News/Boone County Tribune, advertising, supplies, and annual subscription: 131.75

Loup Power District, electricity: 1,995.91

Petersburg Community Foundation, rent: 350.00

Scott's Backhoe & Well, splash pad work: 2,412.28

Elaine Paulson, property acquisition: 1,400.00

Cedar Valley Insurance Agency, workman's comp. audit: 299.00

City of St. Edward, annual dog kennel agreement: 87.50

Sundae Provencher, mileage and meal reimbursement: 363.00

Boone Central School, 1 class D liquor license: 200.00

Direct Pivots Parts, poles for park fence: 2,550.00

James Getzfred, water deposit return: 100.00

Zabka, fuel: 745.92

Applied Connective, Microsoft office: 12.70

One Call Concept, service: 7.77  
Appeara, laundry costs: 76.45  
Rae Valley Market, supplies: 24.64  
Verizon, cellphone: 91.00  
Macqueen, air packs: 34,590.43  
Midwest Labs, lab fees: 280.31  
NE Department of Revenue, sales tax paid: 200.75  
First National Bank of Omaha, supplies: 109.85  
First National Bank of Omaha, supplies: 53.85  
Leifeld's, supplies: 24.43  
Black Hills Energy, natural gas: 1,057.53  
Charles Schwab, retirement: 313.33  
Charles Schwab, retirement: 163.80

The fire department purchased new air packs from Macqueen, the village will pay Macqueen directly. 20 poles will be purchased from Direct Pivots Parts for a new park fence. Werner moved to pay the bills and those not in yet, seconded by Henn; roll call votes in favor: Stokes, Koch, Henn and Werner; opposed: none; absent: Thieman; motion carried.

Sales tax from January 2025: \$4,191.70 with \$183.34 motor vehicle sales tax.

Police reported 56.72 hours of patrol time, 1 citation and 3 written warnings. A monthly flyer from Boone County Development Agency was given to the board.

Community Improvement: Street banners need ordered; the Community Club usually orders them, and the Village puts them up and maintains them. The metal see-saw in Highway 14 park will be taken out and replaced with something. The steps on it are broken and there is metal hanging down under it. It is not safe right now.

Travis Arnold from AMGL presented the audit for the fiscal year ending September 2024. The TIF accounts balance currently exceeds the debt. The TIF attorney will need to be contacted. The auditors want to see 3-months' worth of operating expenses on hand, the general account currently has 2.7 months. The street fund is at 15 months of operating expenses with 2.2 years of highway allocation. Municipalities can't have more than 5 years of highway allocation on hand. The sales tax fund is restricted to economic development and infrastructure, if there is a project that qualifies, sales tax funds should be used. Using sales tax funds when they can be used will help in reserving some general funds. The utility funds are doing well with the water fund having 3 years of operating expenses and the sewer having 2.19 years' worth.

Stokes asked how to increase the general fund. Is it possible to transfer funds from the business funds? Travis will investigate it and send some information to the clerk. Overall, the audit looks good with no issues.

An interlocal agreement with the City of St. Edward for a dog kennel was reviewed. Werner moved to approve the agreement with St. Edward for a dog kennel, seconded by Stokes; votes in favor: Henn, Koch, Stokes and Werner; opposed: none; absent: Thieman.

A parade route for the annual firemen's dance was discussed. Last year's resolution with the same route and times will be put on next month's agenda.

The annual TIF report was given to the board of trustees and mailed to the rest of the taxing entities.



Discussion was held on the crow's nest in Highway 14 park. It is no longer being used. A resolution to request sealed bids for the crow's nest will be put on May's agenda. There are some other items in the old office building that could be sold as well. A list will get made of items to sell or auction off later this year.

An engineering contract for a sewer extension on 9<sup>th</sup> street was reviewed. Stokes made a motion to accept the contract for the sewer extension, seconded by Koch; roll call votes in favor: Henn, Werner, Stokes and Koch; opposed: none; absent: Thieman; motion carried.

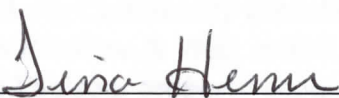
The service contract with Macguire was reviewed. The interior of the water tower was painted in 2023. This year they recommend a clean out or ROV inspection. The board agreed to stay on schedule with the recommended maintenance. Prothman will schedule a ROV with Macguire. Stokes made a motion to have Maguire do the ROV service, seconded by Werner; roll call votes in favor: Stokes, Henn, Koch and Werner; opposed: none; absent: Thieman; motion carried.

Prothman reported a new light was installed on the Highway 32 sign. The wastewater treatment plant was inspected recently, the inspection went well. The only issue was that there was a missing lab sample from April 2024. Roll-off dumpsters will be here April 24<sup>th</sup> and 25<sup>th</sup>. Last year we did 10 roll-offs. Prothman would like to have the dumpsters picked up around 6 or 7 in the evening, so they don't get overfilled overnight. Someone broke into the women's restroom and used all three stalls. The easter egg hunt will be at the Highway 14 park unless the weather is bad, then it will be at Warner Hall. Talon Stokes wants to work for the Village again this summer. Prothman found a 20-foot flatbed trailer, it will be ready in 2 weeks. Total cost for the trailer and spare tire is \$3,475.00.

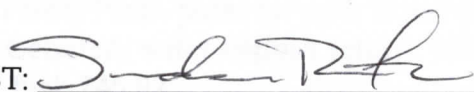
Provencher stated she sent a certified letter to the people who damaged the hydrant in the camper area with no response. The attorney will be contacted to send another letter. The attorney will also send a letter to a customer with unpaid utilities who moved out of town.

The splash pad is still waiting for some electrical work to get done.

Stokes made a motion to go into executive session to discuss possible sale and protect the reputation of an individual, seconded by Werner, roll call votes in favor: Henn, Koch, Stokes and Werner; opposed: none; absent: Thieman. The board entered the executive session at 8:13 p.m. The executive session ended, and Henn made a motion to adjourn the meeting, seconded by Werner. Meeting adjourned at 8:30 p.m.

  
~~Corey Stokes, Chairman~~  
Tina Henn, Assistant Chairman



ATTEST:   
Sundae Provencher, Clerk/Treasurer