

Village of Petersburg
April 2nd, 2024

The Village Chairman and Board of Trustees of the Village of Petersburg, Nebraska met for a regular and safety meeting on Tuesday April 2nd, 2024, in the Village Office at 7:00 p.m. Notice of the meeting was published in the Petersburg Press on March 27th and posted at the Village Office, Post Office and Leifeld's on March 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, Tina Henn, Steve Werner, Mitch Koch and Ashley Thieman. Staff: Nick Prothman and Sundae Provencher. Guests: Joe Stump from AMGL, Helen Baumgartner from Petersburg Press, Clyde Stuhr and Officer Anderson.

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

Thieman made a motion to approve the Treasurer's report, seconded by Koch; votes in favor: Werner, Henn, Thieman and Koch; opposed: none; abstained: Stokes; motion carried.

Bills presented for payment:

Wages: 5,765.14

EFTPs, payroll taxes: 1,612.58

Village Regular Account, transfer motor vehicle sales tax: 2,030.85

Boone County Treasurer, zoning: 100.00

Boone County Treasurer, police protection: 1,375.00

Neil Baumgartner, service fire equipment: 120.00

Esther Steensnes, cleaning buildings and park restrooms: 210.25

Bud's Sanitary, trash service: 3,516.75

Petersburg Community Club, 2023 Big Give funds from NE Community Foundation

Village Tree Fund, transfer 2023 Big Give funds from NE Community Foundation

Corey Stokes, 150 pounds of grass seed: 450.00

NE Department of Revenue, state payroll taxes: 754.29

Sargent Drilling, repairs: 378.25

Seda, asphalt millings: 1,638.50

Loup Power District, electricity: 1,852.69

Travelers, insurance adjustment after audit: 23.00

Loffler, annual service agreement: 778.90

NE Public Health Env, lab fees: 22.00

Great Plains Communications, telephone and internet: 466.62

Trafficalm, new speed radar sign panels: 2,950.00

Mike's Auto, supplies for snowplow repairs: 54.00

Island Supply, cylinder rental: 57.60

Sundae Provencher, mileage and meal reimbursement for 2 clerk meetings and clerk institute:
282.45

Leifeld's, supplies: 17.11

Rae Valley Market, supplies: 185.19

AMGL, audit and w2's: 8,800.00

Zabka, fuel: 773.88

123 Main Street Office, copies made for lead and copper inventory: 20.00

Appear, laundry costs: 74.06

One Call Concepts, service: 5.14
Midwest Labs, lab fees: 165.25
Applied Connective, Microsoft office: 12.70
First National Bank of Omaha, supplies: 210.93
First National Bank of Omaha, supplies: 314.63
NE Department of Revenue, sales tax collected: 228.06
Black Hills Energy, natural gas: 817.58
Verizon, cellphone: 79.86
Charles Schwab, Nick's retirement: 298.41
Charles Schwab, Sundae's retirement: 156.00

Bills were approved for payment with a motion by Thieman, seconded by Henn; votes in favor: Koch, Werner, Thieman and Henn; opposed: none; abstained: Stokes; motion carried.

Werner reported that the Air Packs went up in costs. The fire department purchased four sets, they need to bring the invoice in. The board budgeted 20,000 for Air Packs this fiscal year. The water tower interior painting is paid off. The Village still owes half of the county roads paving project this fiscal year. Half was paid in September. The new speed radar signs look good, they are very bold, and they help to slow down traffic.

Sales tax from January was \$7,082.94 with \$2,030.85 motor vehicle taxes.

No updates on zoning, they are looking for a new administrator. Stuhr stated it isn't a bad job it takes an analytical mind, and it could pay more.

Police reported 63.25 hours of patrol time, door checks were done once and one disturbance.

Community Improvement was touched on during the visionary meeting with Petersburg Industrial Development Corporation at 6:00 p.m.

Prothman hasn't replaced the ripped banner yet, Koch will assist him.

Joe Stump from AMGL presented the audit. Stump stated that the TIF balance exceeds the debt payable, we will need to consult with Mike Bacon the Village's TIF attorney. If we collected enough to pay off the bond the moneys will need to go back to the county for redistribution. It took a while for the TIF account to grow at first but it has since taken off. In the beginning we were collecting around 10,000 annually which is the bond payment, in recent years we are collecting close to 40,000 annually.

The street fund looks good, the Village can't have more than 5 years of highway allocation, or we will stop receiving it. All funds show positive. Sales tax is a restricted fund but Stump recommends if there is a project it could be used for to use if first, it will help build the general fund back up. Water and sewer funds showed positive, trash is slightly negative and we need to make sure we are charging enough to cover that cost, we shouldn't be negative in trash.

The board stated they have been working on raising rates annually. Stump said he encourages that; it is better to do slow annual increases rather than getting behind. Utility funds should operate themselves and there should be at least 3 years' worth of operating funds in the accounts.

The Village's debts are almost paid off, which is great. If we pay off the TIF bond the Village would have zero debt. Consult with Mike Bacon and get that figured out. There are three different TIF projects nearing their end. The agreement with Temme is a different project than the streets, curbs and sidewalk bond. Joe Stump was thanked for coming to present the audit.

Thieman stated she would sit in on a call with Mike Bacon when the clerk sets one up. Start by reaching out via email explaining the auditors findings and schedule a call.

The annual TIF report was distributed to the board. Thieman made a motion to approve the report, seconded by Henn; roll call votes in favor: Stokes, Henn, Werner, Koch and Thieman; opposed: none; motion carried.

Discussion was held on raising water/sewer rates. Water was last increased in April of 2022 and sewer increased in May of 2023. The last increase was 3%. A 3% increase would raise the Quarterly base fee \$1.81 and the usage rate \$0.05. Werner made a motion to increase the water and sewer flat rate and usage rate by 3%, seconded by Thieman. Stuhr asked the board if they were going to allow a discussion on the increase. Stuhr stated the board should consider the usage rate when increasing. The board stated they have been making 3% increases and it has shown positive results with the budget. Stuhr thought the people that used more should pay more. The board stated every user will get the increase, last year the board did not increase the water and we fell short in that fund. Roll call vote was taken on the 3% increase, votes in favor: Koch, Henn, Stokes, Thieman and Werner; opposed: none; motion carried.


Prothman reported during the last snowfall while doing snow removal he hit the curb stop in front of the bank, now it is leaking. Speed services will come out and repair it. Rutjen's will be contacted for a culvert extension. Prothman asked the board if they were interested in at any point starting a nursery for small more affordable trees that could be planted several years from now. There is an empty space near the crow's nest. Prothman stated it would be nice to be close to a water source. The board will think about it and find a good place for it. Discussion was held on the crow's nest. It is no longer necessary to have, we could advertise to get rid of it.


Provencher informed the board the current QuickBooks Desktop application the Village uses is about to be discontinued. The Village will lose access to payroll and tax filing. Provencher will get it upgraded with help from Applied Connective. Provencher stated out of around 40 dogs that were registered last year only 16 have been registered so far this year. Three people registered their dogs during the vaccination clinic. 3 cats were also brought in for vaccinations. Provencher reported Albion puts a reminder on their water bill, their fee is \$10 but if they are not registered by April 30 the fee goes up to \$20. The Ordinance for Petersburg states unregistered dogs are considered a nuisance with a \$100 penalty. The ordinance will be discussed at the May meeting to address this issue.

The board asked if anyone responded to the summer help advertisement. No one has applied. The advertisement will continue to run in the Petersburg Press and be put in the Albion Newspaper as well.

There have been complaints regarding the road leading to the tree dump, it is very rough. A new letter is being drafted for the splashpad company. The Village is trying to avoid filing a lawsuit.

With nothing further to discuss, Thieman made a motion to adjourn the meeting, seconded by Henn. Meeting adjourned at 7:52 p.m.


Corey Stokes, Chairman

ATTEST: 
Sundae Provencher, Clerk/Treasurer

