

Village of Bancroft
Regular Meeting
December 7, 2020

The regular meeting of the Village Board of Bancroft was convened in open and public session on Monday, December 7 at 7:00 p.m. Present: Trustees: Peirce, Soll, Hulstein and Hermelbracht. Absent: Rief. Also present is Chief of Police Davis and newly elected official Randy Bargmann

Advance notice of the meeting was published in the Wisner News Chronicle on December 2, 2020. Proof of publication is being attached to these minutes.

Chairperson Hermelbracht called the meeting to order and stated that a copy of the "Open Meetings Act" was on display in the meeting room.

Motion was made by Peirce, seconded by Hulstein to approve meeting minutes from the November 2, 2020 meeting. RCV: Ayes; Soll, Hulstein, Peirce and Hermelbracht. Absent: Rief.

Motion to approve LB840 application no 2034 for \$3407.00 made by Peirce, seconded by Soll. RCV: Ayes; Peirce, Hulstein, Soll and Hermelbracht. Absent: Rief.

Motion to pay November bills made by Hulstein, seconded by Soll. RCV: Ayes; Hulstein, Peirce, Soll and Hermelbracht. Absent: Rief.

Motion made by Soll, seconded by Peirce to adjourn Sein-die. RCV: Ayes; Peirce, Hulstein, Soll and Hermelbracht. Absent: Rief.

Newly elected official Randy Bargmann signed Oath of Office.

Motion was made by Peirce, seconded by Bargmann to appoint Soll as chairperson pro-tem. RCV: Ayes; Peirce, Bargmann and Hermelbracht. Abstain: Soll. Absent: Rief.

Chairperson pro-tem Soll called the regular meeting to order at 7:19 PM and was convened in open and public session. Present: Peirce, Soll, Bargmann and Hermelbracht. Absent: Rief.

Motion was made by Peirce, seconded by Bargmann to appoint Hermelbracht as board chairperson. RCV: Ayes; Bargmann, Soll and Peirce. Abstain: Hermelbracht. Absent: Rief.

Chairperson Hermelbracht appointed the following committees:
Streets, Water and Sewer: Rief and Peirce; Park, Cemetery and Lights: Soll and Bargmann; Board of Health: Chairman Hermelbracht, Chief of Police G. Davis and D. Storm.

Motion was made by Soll, seconded by Peirce to rehire Gary Davis as Chief of Police; Doug Redding as utilities superintendent; Megan Novak as Village Clerk; Renee Buchholz at Village Treasurer; Scott Cowles as our street superintendent; and Matthew Munderloh as the village attorney. RCV: Ayes; Soll, Bargmann, Peirce and Hermelbracht. Absent: Rief.

Motion was made by Soll, seconded by Bargmann to rehire Engineering Firm JEO Consulting Group and Village accountant Porter and Company from Sioux City, IA. RCV: Ayes; Peirce, Bargmann, Soll and Hermelbracht. Absent: Rief.

Village board received building inspection report from building inspector Toby Gay from Columbus, NE. The following report was reviewed by village attorney Munderloh and recommended sending written notice for necessary repairs for the building located at 321 Main Street in Bancroft.

“In response for your request for an inspection of the Commercial Building located in Bancroft, Nebraska at 321 Main Street I met with Gary Davis Chief of Police and the city maintenance person on Friday September 25th to perform an inspection of the Commercial Building.

The reason for the inspection being that the building has stood vacant for some time and appears to be in disrepair.

The inspection of the building started by reviewing the building one floor at a time to determine what shape the building was in.

The building consists of two separate constructions as follows:

- *A two story common brick storefront building with a basement was constructed sometime in the 1910's or 1920's.*
- *A one story common brick masonry construction being added to the west (alley) side of the building probably in the 1920's as well.*

Starting with the basement level we were not able to inspect the basement level since the freight elevator was broken and there appeared to be no stairwell.

The first floor interior visual inspection of the original building showed no structural damage but is filled with articles of clothing and sewing materials to a capacity that a fire hazard exists.

The second floor visual inspection of the original building showed no structural damage but is filled with miscellaneous materials to a capacity that a fire hazard exists. The level is also full of dead pigeons and a large amount of pigeon dropping that constitute a health hazard.

The first floor building addition interior visual inspection showed a large settlement crack in the rear wall that needs to be repaired. The area is filled with miscellaneous materials to a capacity that a fire hazard exists.

The exterior of the building was inspected with the following items being noted:

- *The East Elevation (store front) has many windows boarded up and should have new glazing and framing installed.*
- *The South Elevation (street side) has an exterior set of iron and wood stairs the need to have the wood stair treads replaced.*
- *The West Elevation (alley side) has the large settlement crack in the masonry and needs to be sealed and tuck pointed.*

- *The North Elevation is a common wall with the next building to the north of the property and appears to be in good shape.*
- *The roof of the building has leaks in it since the plaster in the Second floor is missing and looks to be due to water damage*

A course of remediation to avoid fire and health hazards would be as follows:

- *Reduce the amount of materials being stored in the building to at least half of the present contents on all floors.*
- *Clean out all of the dead pigeons and pigeon droppings in the second floor (caution needs to be exercised since this is a large health hazard).*
- *Repair the stairs on the South side of the building to pass building code.*
- *Repair leaks in the roof to make the building weather tight and prevent further water damage.*
- *Install new storefront windows and second story windows to make the building weather tight.”*

Motion was made by Soll, seconded by Peirce to proceed with sending written notice to property owner Kathleen Thaemert to make the recommended repairs within 30 days of receiving written notice for property located at 321 Main Street, Bancroft. RCV: Ayes; Peirce, Bargmann, Soll and Hermelbracht. Absent: Rief.

Discussion held on purchasing a laptop for Clerk Novak. Novak is asking for a laptop for the purpose of the change in the way meetings have to be held due to the restrictions from COVID 19 and the social distancing regulation set in place. The board meetings can be held via video conferencing and with the social distancing rule the meeting cannot be held in the village clerk office due to lack of space. With that Novak has to borrow the library laptop and the video camera to hold board meetings. Having a laptop will also allow her access to work from home as well if needed. The laptop can also serve as a backup if something were to happen to the desktop computer in the clerk's office. The board feels it's a good idea and is willing to spend a maximum of \$1200.00 for a laptop, any programs needed and support for the laptop. Clerk Novak will do some research on computer programs she would need on the laptop and the cost of those. Chairperson Hermelbracht recommended using the village credit card cash back rewards to cover the cost of the laptop. The village credit card has \$1,570.22 in cash back rewards to date. Motion was made by Soll, seconded by Peirce to approve the purchase of a laptop for clerk Novak in the amount of \$1200.00. RCV: Ayes; Peirce, Soll, Bargmann and Hermelbracht. Absent: Rief.

Kent Neumann is stepping down as an LB840 committee member and found Bancroft resident Brittany Stanek as his replacement. Motion was made by Peirce, seconded by Bargmann to approve Brittany Stanek as the new LB840 committee member. RCV: Ayes; Peirce, Soll, Bargmann and Hermelbracht.

Head librarian Lesa Bargmann present to discuss the two bids received for the fiber optic installation for high speed internet for the library. Great Plains Communications and Skywave submitted quotes for the installation and service. Lesa is in the process of trying to get approved through USAC for erate funding to get 90% of the installation costs paid for the burial of fiber optic line to the library. This would allow high speed internet for the library of up to 100 MPs. If the library is awarded then 10% would be required from the library to go towards the installation costs. The board doesn't need to

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approve anything at this time since this grant is still in the evaluation period. The contract finalization period is mid-January 2021 so she will have more information for the board in January 2021.

Reviewed council reports.

Reviewed delinquent utility accounts.

A motion to adjourn was made Soll, seconded by Peirce. RCV: Ayes; Bargmann, Peirce, Soll and Hermelbracht. Absent: Rief. Meeting adjourned at 8:13 PM.

Michael Hermelbracht, Chairperson

Megan Novak, Village Clerk

Previous Month Wage (November)		9,176.80
Arlan Petersen Const	supplies	36.76
BHE	natural gas	246.00
BOK Financial	bond interest	7,277.00
Capital one Card	utilities/books/tests	4,747.91
Cengage Learning	books	140.84
ClerkBooks	training/support	750.00
CVA	fuel	340.43
D. Redding	phone reimbursement	40.00
Gay & Assoc	inspection fee	1,500.00
JEO Consulting	engineering fee	600.00
Johnson and Mock	law fee	45.00
Kings Disposal	trash fee	3,770.00
Les' Feed	supplies	5.30
Lyle Soenksen	electric	272.66
NE Public Health Lab	test fee	65.00

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One Call Concepts	general	31.55	
Pender Times	publications	44.00	
Peters Lawn	mowing	1,195.84	
Quality Printing	supplies	91.48	
Quill.com	supplies	346.66	
Renz Electric	water repairs	165.00	
RU-Des	fuel	227.83	
Wisner News	publishing	42.00	
Wisner News	publishing	80.21	
<u>Total</u>		<u>31,238.27</u>	
LB840 Account			
Johnson and Mock			90.00
<u>Total</u>			<u>90.00</u>