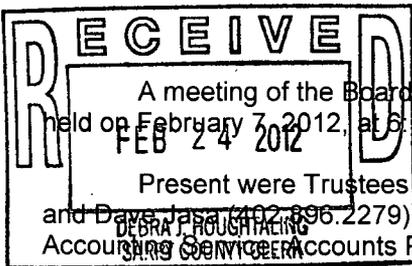


SANITARY AND IMPROVEMENT DISTRICT NO. 23
OF SARPY COUNTY, NEBRASKA

Minutes of Meeting of Board of Trustees
February 7, 2012



A meeting of the Board of Trustees of Sanitary and Improvement District No. 23 of Sarpy County, Nebraska was held on February 7, 2012, at 6:30 o'clock p.m. at Westmont Elementary School, 13210 Glenn Street, Omaha, Nebraska.

Present were Trustees Terry Knief (402.681.3780), Michael Quinn (402.699.1788), Shirley Merritt (402.896.9047) and Dave Jasa (402.896.2279). Also present were Gerald Pesek of G.F. Pesek, Inc., Gary Shepherd of Professional Accounting Service, Accounts Payable Clerk Linda Comstock, and District residents.

Notice of the meeting was not given in advance thereof by publication in The Papillion Times on February 2, 2012. All proceedings hereafter shown were taken while the meeting was open to the attendance of the public. No approvals will be formally made until the next meeting when notice is published.

- 1. Compliance with Open Meetings Law:** It was announced that in compliance with the Act, a current copy of the Nebraska Open Meetings Act was available for review on the attorney's laptop in electronic format.
- 2. Approval of Minutes:** The Chairman stated the next item of business on the agenda was approval of the meeting minutes from January 3, 2012. Trustee Jasa motioned for approval. Trustee Quinn seconded. The vote was unanimous.
- 3. Next Meeting Date:** The next meeting of the Board will be held on March 6, 2012 at 6:30 o'clock p.m. at Westmont Elementary School, 13210 Glenn Street, Omaha, Nebraska.
- 4. Resident Concerns:** Shane Ehrke attended to ask if a new 4th grade baseball league could use Kyle Baseball Field as their home field. In exchange, they are offering to make some improvements to the field. The league, the Jr. Trojans, would pay for a temporary fence in the outfield. They would level and fix the drainage along the first base and fill and grade the ditch along the right field line. The District would need to pay for teh Argilite necessary, which would cost approximately \$1650.00. The Jr. Trojans would spread and work the Argilite to make the field playable. The Jr. Trojans propose building dugouts similar to the ones at the Springfield Elementary Field. They have two retired carpenters that are willing to build the dugouts, but it would still cost \$1500.00 for the materials, which the Jr. Trojans would pay for half of the cost. The Jr. Trojans would relocate the home plate so that it is center of the backstop and they would also reset the base foundations. They would also make minor repairs as needed to the middle of the backstop and could potentially add boards to teh bottom of teh backstop. The total cost to the District would be \$2400.00 for all of the work. Trustee Quinn believes that there may be additional funding through the SYA since they use the field for little leagues. Trustee Quinn motioned to vote on the proposal at the next meeting. Trustee Merritt seconded. The vote was unanimous. Trustee Quinn will also be the liason between the SYA and Board with regard to additional money for improvements.

Trustee Merritt has had discussions with residents regarding the water bill late fee going up to \$10 next month. Discussion was had.

Trustee Knief had a resident call him today about the sidewalk along Carpenter Street's south side from 132nd to the condos. This sidewalk hasn't been shoveled. Trustee Jasa will call the condo association president to address this matter.

- 5. Professional Accounting Service:** Gary Shepherd reported that fund balances as of December 31, 2011, were as follows:

General Fund	\$ 201,406.49
Bond Fund	\$ 22,050.40
Bond Investment	\$ 49,995.92
Water Deposits	\$ 15,450.00
Bond Reserve Fund	\$ 6,439.25

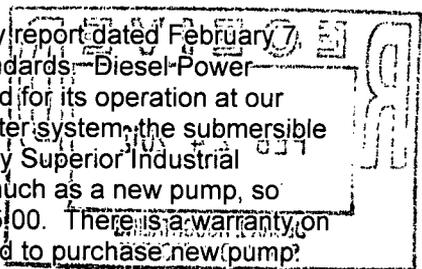
Mr. Shepherd next distributed to the Trustees copies of his graphs of general fund activities and a review of those graphs ensued. Total usage was 256,809. Average usage was 663 cubic feet. Minimum users was 362. Total users was 398. Average water bill was \$27.23. Mr. Shepherd paid \$554.11 for sales tax for the month of December.

Mr. Shepherd next distributed to the Trustees his accounts receivable analysis showing those accounts currently in a delinquent status, after which it was determined that shut-off notices will be mailed with regard to the following accounts if balances are not received by February 15, 2012: Account 1017 Sarah Teetzel, Account 1036 Johnathan Holmes, Account 1044 Aaron Newton, Account 1056 Stacy Mann, Account 1095 Gregory Middleton, Account 1141 Jim Hamilton, Account 1197 James Shemwell, Account 1252 Brade and Lisa Rands, and Account 1382 Scott Nebel. Account 1234 Brian Buskirk will be liened and shut off. Account 1037 Federal National Mortgage and Account 1110 Mark Wood were both liened in January.

- 6. Account Receivable:** June Jordening reported \$12,967.49 was deposited into the general fund.
- 7. Engineering Issues:** The attorney reported that she received a letter from the engineer regarding street paving in the spring and sent it on to Chairman Schuneman, who was not in attendance. The letter will be discussed at the next meeting. Trustee Quinn is collecting bids for sidewalk repair by Richland Drive from Slayton and Carpenter.
- 8. Attorney Issues:** Gerald Pesek suggested moving the old files to plastic tubs in the south well house. A shelving unit would need to be built. There are currently old Boy Scout files in this space. Discussion was had regarding how to dispose of the Boy Scout files. The attorney will organize the files and contact Gerald Pesek to transport them to the south well house.

The attorney will also follow up on the school one-way issue and send an email detailing what the next steps need to be.

9. **Report from G.F. Pesek.** Gerald Pesek distributed to the Trustees copies of his monthly report dated February 7, 2012. Both wells are cycling properly. The routine monthly coliform test meets EPA standards. Diesel Power maintains and monitors the generator at their plant. An onsite spring training is scheduled for its operation at our wells and life station. Routine winter monitoring is ongoing. With regard to the waste water system, the submersible pump was cleaned and inspected to evaluate its condition. Repair costs are presented by Superior Industrial Equipment. The price of a new pump is also included. The price to repair is almost as much as a new pump, so Gerald recommended just purchasing a new pump. The cost for the new pump is \$4,595.00. There is a warranty on a new pump, but not on fixing the old pump. Discussion was had. Trustee Jasa motioned to purchase new pump. Trustee Knief seconded. All trustees voted in favor of replacing the pump with the new pump.



Lastly, Wellhead Protection Area signs are being provided by the Clean Water Act Section 319 program. Gerald recommended taking the four free signs that the District is entitled to. The District has the option to purchase additional signs for \$16.10 for the small signs and \$40 for the large signs.

Schmader Electric repaired the sirens. Discussion was had regarding the noticeable difference.

10. **Payment of Bills:** All bills submitted for payment were approved by unanimous vote. Terry motioned. Dave seconded. All in favor. The detail of the approved warrants follows:

Warrant #	Date Issued	Issued To	Amount	Purpose	Invoice #
8827	1/22/12	NE Public Health Lab	42.00	Water testing	421899
8828	1/22/12	Great Plains One Call	3.98	Digger's hot line	12115D23
8829	1/22/12	Century Link	113.25	Phone Water Tower	
8830	1/22/12	Century Link	84.92	Phone SO Well	169
8831	1/22/12	Century Link	84.92	Phone NO Well	177
8832	1/22/12	Omaha World Herald	164.98	Publication	153698-111231
8833	2/7/12	Linda Comstock	284.05	Acct Payable	
8834	2/7/12	NE Public Health Lab	10.00	Water testing	422827
8835	2/7/12	Schmader Electric	625.00	Serice Call Siren	0017332IN
8836	2/7/12	Cassidy Chapman	295.84	Legal Fees	2786
8837	2/7/12	G.F. Pesek	3,460.00	Jan Maint	
8838	2/7/12	OPPD	2,293.31	Electrical service	
8839	2/7/12	Great Plains One Call	1.99	Digger hot line	112SD23
8840	2/7/12	June Jordening	558.50	Accts Recv.	
8841	2/7/12	Professional Acctg	399.11	Prof. serv	
8842	2/7/12	Professional Acctg	1,028.04	Prof serv	
8843	2/7/12	Kersten	1,075.00	Lift station pump work	30925
8844	2/7/12	Terry Knief	124.21	Clerk fees	
8845	2/7/12	City of Omaha	3,578.89	New Sewer usage	79841

11. **New Business:**

- a. Trustee Jasa reported on 2012 mowing bids. There are three bids; T&L Lawn & Landscaping, Leading Edge Lawn & Landscaping, LLC, and G.F. Pesek, Inc. The T&L bid consists of weekly mowing including the islands, along Richland Drive, the park, and Kyle Baseball Field for \$170 per week. It also includes biweekly mowing and trimming around the tower, the maintenance shed, the corner of Shepard and Westmont Drive, the pump house, and the area by Highway 370 for \$95. T&L would spray the entire park area, Kyle Baseball Field, and the tennis court area for \$325. They would spray the playground and the volleyball area for \$90.00 and the spray storm sewer inlets throughout Westmont for \$65.00. Leading Edge mow weekly, to include the the islands, along Richland Drive, the park, and Kyle Baseball Field for \$250.00. On a biweekly basis, Leading Edge would mow the corner of Shepard and Westmont Drive, the area by Highway 370, by the shed, and behind the houses on Westmont Drive for \$75. Leading Edge would provide four separate chemical treatments on the islands for \$200 per application. G.F. Pesek, Inc. would mow the islands, along Richland Drive, the park, and Kyle Baseball Field weekly for \$360. Every other week, Pesek would mow the corner of Shepard and Westmont Drive and the area by Highway 370 for \$150. Pesek would apply chemical treatments on the medians on Richland Drive four times for \$90. This price does not include the actual chemicals to be used. Mike is waiting on two bids. Trustee Jasa motioned to accept the T&L bid. Trustee Merritt seconded. The vote was approved unanimously.
- b. Trustee Knief reported on the website. It is updated to date. The agenda is now being posted on the website immediately upon release by the Chairman. The Chairman wants the professional support team to be listed on the first page of the website. Discussion was had. The attorney's number and the accounts payable clerk's number will not be listed, but all other names and numbers will be listed.
- c. A test run was made of 60 day late notices for water bills. Gary Shepherd stated that the water notices should be 30 days instead of 60 days. Discussion was had. A trial run will be done before a final vote is put before the board.
- d. Water deposit refunds will be processed. Linda will have to order more warrants in order to do this. There are approximately 100 outstanding deposits to be processed.
- e. The well house weed removal project is ongoing with Gerald Pesek.
- f. Gerald Pesek is also going to work on cleaning up the shed inside and out.

Trustee Jasa motioned to conclude. Trustee Quinn seconded. Thereafter, there being no further business the meeting was adjourned.

CLERK

CHAIRMAN