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FEB 4 2016
DEBRA J. HOUGHTALING
SARPY COUNTY CLERK

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

Minutes of Meeting of Board of Trustees
December 1, 2015

A meeting of the Board of Trustees of Sanitary and Improvement District No. 23 of Sarpy County, Nebraska was held on December 1, 2015, at 6:30 o'clock p.m. at Westmont Elementary School, 13210 Glenn Street, Omaha, Nebraska.

Present were Chairwoman Jeannine Glesmann (402.616.5581), Trustee Shirley Merritt (402.896.9047), Trustee Brett Campbell (402.896.0509), and Trustee Michael Quinn (402.699.1788). Also present were Accounts Receivable Clerk June Jordening, Accounts Payable Clerk Linda Comstock, Accountant Gary Shepherd, Gerald Gutoski of Providence Group, John H. Fullenkamp of Fullenkamp, Doyle, & Jobeun, Steven J. Olson of Brown & Brown and several residents. Not present was Trustee Bob Burbee (402.896.1084).

Notice of the meeting was given in advance thereof by on November 25, 2015. All proceedings hereafter shown were taken while the meeting was open to the attendance of the public.

1. **Compliance with Open Meetings Law**: In compliance with the Act, Chairwoman Glesmann provided a current copy of the Nebraska Open Meetings Act on the table.

2. **Approval of Minutes:** The date in the first sentence was the October date. The dates in the warrants for 10081 and 10085 had an extra "1" instead of a "/". Trustee Quinn motioned to approve the minutes. Trustee Merritt seconded. All voted in favor.

3. **Next Meeting Date:** The next meeting of the Board will be held on January 5, 2016 at 6:30 p.m. at Westmont Elementary School, 13210 Glenn Street, Omaha, Nebraska.

4. **Report from G.F. Pesek:**
   a. Water Supply System: Both wells cycling properly. The routine monthly coliform test for November indicated "total coliform absent, does meet bacteriological standards: and "E.coli absent". The system chlorination unit was activated and residual monitoring was completed. The required four November 2015 Additional Routine Coliform Samples were timely submitted to NHHS Labs as a follow up from the October positive sample. Kersten Construction repaired a water main break on Schirra Street. Water samples were collected from 2 adjacent homes and delivered to Midwest Labs. Both samples were clean.
   b. Wastewater System: Cycling properly.
   c. Miscellaneous: Winter projects are ongoing.

5. **Engineering Issues:** Art Beccard of TD2 is getting ready to bid out the VA Cemetery water project.

6. **Accounts Receivable:** June Jordening reported that $11,875.93 was deposited for the month of November. This includes $110.00 for a refund for terrorist insurance. The deposit for next month will be $2800.00 higher because there was a deposit that did not make the cut off.

7. **Professional Accounting Service:** Gary Shepherd reported that fund balances as of 11/30/15, were as follows:

General Fund	$114,370.80
Bond Fund	$157,281.70
Bond Investment	$0.00
Water Deposits	$3000.00
Bond Reserve Fund	$0.00

Mr. Shepherd distributed to the Trustees copies of the graphs of the general fund activities and a review of those graphs ensued. Total usage was 292,522. Average usage was 733 cubic feet. Minimum users were 350. Total users were 399. The average water bill was $35.21. Sales tax in the amount of $712.03 was paid in November for the month of October.

Mr. Shepherd next distributed to the Trustees the accounts receivable analysis showing those accounts currently in a delinquent status. The Billed, Collections, and Expense Summary were also distributed for review. Shut-off notices will be mailed with regard to the following accounts if balances are not received by December 15, 2015: 1017, 1022, 1037, 1042, 1055, 1065, 1068, 1076, 1090, 1103, 1105, 1115, 1151, 1156, 1177, 1197, 1199, 1207, 1212, 1232, 1236, 1241, 1242, 1259, 1277, 1302, 1312, 1325, 1326, 1328, 1345, 1346, 1356, 1372, 1378, 1383

8. **Payment of Bills:**

Trustee Quinn motioned to pay all of the bills. Trustee Campbell seconded. All bills submitted for payment were approved by unanimous vote. The detail of the warrants is as follows:

Warrant	Date	Issued to	Amount	Purpose	Invoice #
10090	11/13/15	Century Link	$84.92	Phone North Well	
10091	11/13/15	Century Link	$84.92	Phone South Well	
10092	11/13/15	Omaha World Herald	$17.22	Publication	153698
10093	11/19/15	Century Link	$134.90	Phone Water Tower	
10094	12/1/15	Kersten Construction	$5,000.00	Repairs on Westmont Dr.	32274

10095	12/1/15	Kersten Construction	$5,000.00	Repairs on Westmont Dr.	32274
10096	12/1/15	Kersten Construction	$1,195.20	Repairs on Westmont Dr.	32274
10097	12/1/15	City of Omaha	$5,000.00	Sewer Fees-September	115122
10098	12/1/15	City of Omaha	$1,984.52	Sewer Fees-September	115122
10099	12/1/15	Linda Comstock	$197.05	Accounts Payable-Nov.	
10100	12/1/15	G. F. Pesek	$3,825.00	November Maintenance	
10101	12/1/15	Kersten Construction	$4,076.43	Water Main Break on Schirra	32283
10102	12/1/15	June Jordening	$564.62	Accounts Receivable-Nov.	
10103	12/1/15	NE Dept. of Health	$143.00	Water Testing	470083
10104	12/1/15	Abe's Trash Service	$31.00	Park Trash Service	1210930
10105	12/1/15	Mike Quinn	$149.02	Clerk Fees	119
10106	12/1/15	Professional Accounting	$688.35	Supplies	
10107	12/1/15	Professional Accounting	$1,304.69	Professional Fees	

9. **Resident Concerns**: A few residents were asking about the Papillion Ordinance that is in effect in our neighborhood. Papillion was in the neighborhood writing fix-it tickets at many homes due to complaints coming in to their office. Since Papillion annexed the lake across the street, we are in their ordinance jurisdiction. The SID now has to follow their ordinances even though we are not a part of Papillion. The SID Board has no control over this. If you have questions, please call the City of Papillion. You can find the list of ordinances on Papillion's website.

10. **Attorney Issues**:
    a. New Attorney- Trustee Campbell had three bids for a new attorney: Patrick J. Sullivan of Adams & Sullivan, John H. Fullenkamp of Fullenkamp, Doyle, & Jobeun, and Steven J. Olson of Brown & Brown. Mr. Fullenkamp and Mr. Olson attended the meeting to discuss how they felt a partnership with SID #23 would work. Discussion about who would fit the SID #23's needs best was had. Trustee Campbell motioned to hire John Fullenkamp. Trustee Merritt seconded. All voted in favor.
    b. Water Service Agreement- No update.
    c. Sewer Contract- No update.

11. **Old Business:**
    a. Bond Items-On Hold Until Further Notice
    b. General Maintenance Person- On hold until next month.
    c. Water Deposits Update- No update.
    d. Sidewalk Repair by Pumping Station- No update from TREKK.
    e. Street Repairs- The street repairs have not happened because Elkhorn Valley was behind due to rain. We have not heard when they will be out. At this point, it is probably not happening until the spring.
    f. Water Rates- On Hold Until Further Notice.
    g. Water Meter- Gary Shepherd stated that he thinks it is time to start pursuing other vendors for this project, as we still have no update from the current company. He will begin looking into other vendors.
    h. Trimming Island Trees- Trustee Quinn stated that Double T Lawn was the only company he had heard back from to trim the trees. Trustee Campbell motioned to have Double T Lawn trim the trees in the islands. Trustee Merritt seconded. All voted in favor.
    i. Snow Emergency Rules- The signs are up in the district. If Sarpy County declares a Snow Emergency, cars will be towed. If sidewalks are not clear, Papillion may write tickets because clear sidewalks are included in their ordinances.
    j. No Parking/Curb Painting at the School- There is a car that is parking on top of or right next to the crosswalk on Glenn Street in front of the school. This is a safety concern for the school because the cross guard children cannot easily see around the car before they walk out to ensure the safety of other children. The No Parking Sign was taken down. It has been replaced, but the school would like to paint the curb to prevent people from parking there if the sign should go missing again. Trustee Burbee is checking with Sarpy County to see if the school is allowed to paint the curb.

12. **New Business:**

Trustee Merritt motioned to adjourn. Trustee Campbell seconded. All trustees voted in favor.

CLERK_____ CHAIRWOMAN_____