

# VILLAGE OF ALVO BOARD OF TRUSTEES REGULAR MEETING AGENDA

May 20th, 2025, at 7:30 P.M. 135 Main Street, Alvo, Nebraska

**Public Notice: NOTICE IS HEREBY GIVEN that a meeting of the Chairperson and Village Board will be held at 7:30 P.M. on June 10th, 2025, at: Village of Alvo Hall, 135 Main Street, Alvo, Nebraska, 68304**

**Call the meeting to order and proclamation of a quorum.**

**This meeting will be kept to 1 hour in length, any agenda items not addressed within this time will be tabled and carried over to the next meeting.**

**Notice of this meeting was duly given in accordance with the Nebraska Open Meetings Act, Neb. Rev. Stat. § 84-141.** Advanced publicized notice of this meeting was given on May 6<sup>th</sup>, 2025, by Cathina Schueth. Location of notices being: Village of Alvo Hall, Nebraska Diggers, Grizzly Holdings, Loeffler Outdoor Recreation LLC, and alvo.gov. Written notice was provided during May 6<sup>th</sup>, 2025, regular meeting agenda.

**Announce location of the Open Meetings Act and any public documents to be discussed at the meeting:**

The Open Meetings Act is located on the south wall of the meeting room, meeting agendas are located on the table as you first walk in, and any public documents can be found on the clerk/treasurer's desk.

**Roll Call:**

**Communication of Citizens – Public Forum:** Hear requests from individuals present. Each speaker will be allowed 3 minutes, no action will be taken on topics presented until the Board of Trustees review the topics and deem appropriate for action to be taken. Notice: This is a Board of Trustees meeting held in public, not a meeting of the public. There will be no disruption to the meeting in progress. This allotted time is not a Q and A platform between the speaker and the Board. You will be asked to leave if you interrupt or cause disruption. Thank you for your courtesy.

## **Agenda**

1. Consent to May 20<sup>th</sup>, 2025, Agenda.
2. Discuss, consider, and vote on approval of May 6<sup>th</sup>, 2025, Regular Meeting of the Board of Trustees Minutes.

## **Old Business**

3. Discuss, consider, and vote on approval of February 18<sup>th</sup>, 2025, Regular Meeting of the Board of Trustees Minutes.
4. Discuss, consider, and vote on approval of March 11<sup>th</sup>, 2025, Regular Meeting of the Board of Trustees Minutes.
5. Discuss, consider, and vote on approval of March 25<sup>th</sup>, 2025, Regular Meeting of the Board of Trustees Minutes.
6. Discuss, consider, and vote on approval of April 8<sup>th</sup>, 2025, Regular Meeting of the Board of Trustees Minutes.
7. Discuss, consider, and vote on Village of Alvo Ordinances that are being violated and necessary action needed to be taken.
8. Discuss, consider, and vote on Village of Alvo entering month-to-month lease agreement with Four Corners for 1 bay.

## **New Business**

9. Discuss, consider, and review JEO's proposed One-and Six-Year Plan.  
This is not to vote to accept the One-and-Six-Year Plan but to review so JEO can make changes as the Board sees appropriate. Any changes will need to be communicated to JEO by July 31<sup>st</sup>, 2025.
10. Discuss, consider, and vote on ordering new 3'x5' polyester outdoor state flag from carrot-top industries inc.  
Catalog price of \$83.49, not including taxes or shipping.
11. Discuss, consider, and vote on approval of Ordinance No. 2025-001 waving the right to 3 hearings.
  - **READ ENTIRE ORDINANCE**
12. Discuss, consider, and vote on approval of Ordinance No. 2025-002 waving the right to 3 hearings.

**The Board of Trustees reserves the right to adjourn to Executive Session per State Statute 84-1410.**

- **READ ENTIRE ORDINANCE**
13. Discuss, consider, and vote on approval of Ordinance No. 2025-003 waving the right to 3 hearings.
    - **READ ENTIRE ORDINANCE**
  14. Discuss, consider, and vote on approval of Ordinance No. 2025-004 waving the right to 3 hearings.
    - **READ ENTIRE ORDINANCE**
  15. Discuss, consider, and vote on approval of Ordinance No. 2025-005 waving the right to 3 hearings.
    - **READ ENTIRE ORDINANCE**
  16. Discuss, consider, and vote on approval of Ordinance No. 2025-006 waving the right to 3 hearings.
    - **READ ENTIRE ORDINANCE**
  17. Discuss, consider, and vote on approval of Ordinance No. 2025-007 waving the right to 3 hearings.
    - **READ ENTIRE ORDINANCE**
  18. Discuss, consider, and vote on approval of Resolution No. 2025-001 waving the right to 3 hearings.
    - **READ ENTIRE RESOLUTION**
    - State statute does not require a fee schedule be in a resolution for a fee schedule or any fees imposed by the village to be in effect.
    - State statute does not require 3 readings for resolutions, but the village will waive to be procedurally uniform.
  19. Discuss, consider, and vote on approval of Resolution No. 2025-002 waving the right to 3 hearings.
    - **READ ENTIRE RESOLUTION**
    - State statute does not require 3 readings for resolutions, but the village will waive to be procedurally uniform
  20. Discuss, consider, and vote on approval of renewing alvo.gov calendar with WIX.

## **Reports**

21. Water Report
  - On 5-13-2025 the water leak east of HWY 63 and 2<sup>nd</sup> Ave. was trenched and repaired, again.
  - ECL completed by Cathina Schueth 5/15/2025 and provided to the Nebraska Department of Health and Human Services Public Health Environmental Laboratory.
22. Fire Report
23. Village Of Alvo Clerk Report
  - Water Bills for the months of March and April have been sent out. May is postdated and going out this week.
  - QuickBooks has been updated, and training is ongoing.
  - No loose dogs reported to the Village of Alvo
  - No miscellaneous documents filed with the Village of Alvo.
  - Village of Alvo is still waiting to receive a copy of police report for Zach Skeahan's theft of services reported by Chris Juilfs.
  - NDOT has provided notice that roundabout at the US-34/N-50 junction in Cass County is tentatively scheduled for 2027.
  - 2025 1<sup>st</sup> Quarter Combined Tax Report and Wage Report provided to Department of Labor, NDOL. NDOL will need Mike Lanctot and Hunter Longs personal information in order to complete forms for the village.
    - **Quarter Combined Tax Report-**  
**Purpose:** Reports the total gross wages paid during the quarter and calculates the unemployment insurance tax due.  
**Details:** Employers must submit this form each calendar quarter, regardless of whether any wages were paid during that period. The form includes information such as the employer's tax account number, federal identification number, total gross wages, and the calculated tax amount due.
    - **Wage Report-**  
**Purpose:** Provides detailed wage information for each employee.  
**Details:** This form requires the reporting of each employee's Social Security number, name, and gross wages paid during the quarter. Employers should include wages paid under 401(k) plans but exclude those under Section 125 Cafeteria plans. Additionally, while optional, employers may report the total number of hours paid (including regular, vacation, and sick time) and the primary job title for each worker.
  - Village has completed 2024 Annual 941N withholding form and Sales and Use Tax form to the Nebraska Department of Revenue.
    - Met over the phone to start the process and obtain information needed to move forward with NDOR on 5/13/2025. Will require letter with board members name, positions, and titles as well as clerk/treasurers. NDOR will assist with filing, there will be penalties for filing after the 2025 1<sup>st</sup> Quarter deadline.
    - **Sales and Use Tax-**

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**Purpose:**

This form is used to report and remit sales and use taxes collected on taxable transactions, such as retail sales, leases, or rentals of tangible personal property and certain services.

**941N – Income Tax Withholding Return**

**Purpose:**

Form 941N is used to report Nebraska state income taxes withheld from employees' wages. Employers must file this form to reconcile the amount of tax withheld and remitted to the state.

24. Village of Alvo Treasurer Report.

Discuss, consider, and vote to approve Village of Alvo payment of the claims, wages, and taxes.

<b>Payment Method</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
Check	Mike Lanctot	March 11th Meeting - Payroll (Post-Taxes), March 25th Meeting - Payroll (Post-Taxes)	\$ 46.16
Check	Chris Julfs	March 11th Meeting - Payroll (Post-Taxes), March 25th Meeting - Payroll (Post-Taxes)	\$ 92.36
Check	Gary Estes	March 11th Meeting - Payroll (Post-Taxes), March 25th Meeting - Payroll (Post-Taxes)	\$ 46.17
Check	Larry Langer	March 11th Meeting - Payroll (Post-Taxes), March 25th Meeting - Payroll (Post-Taxes)	\$ 46.17
Check	Hunter Long	March 11th Meeting - Payroll (Post-Taxes), March 25th Meeting - Payroll (Post-Taxes)	\$ 46.17
Check	Chris Julfs	April 4th Meeting - Payroll (Post-Taxes), April 8th Meeting -Payroll (Post-Taxes), April 22nd Meeting -Payroll (Post-Taxes)	\$ 138.52
Check	Gary Estes	April 4th Meeting - Payroll (Post-Taxes), April 8th Meeting -Payroll (Post-Taxes), April 22nd Meeting -Payroll (Post-Taxes)	\$ 69.26
Check	Larry Langer	April 4th Meeting - Payroll (Post-Taxes), April 8th Meeting -Payroll (Post-Taxes), April 22nd Meeting -Payroll (Post-Taxes)	\$ 69.26
Check	Hunter Long	April 4th Meeting - Payroll (Post-Taxes), April 8th Meeting -Payroll (Post-Taxes), April 22nd Meeting -Payroll (Post-Taxes)	\$ 69.26
Check	Cathina Schueth	Payroll (Post-Taxes) Interim Clerk/Treasurer April 2025 Wages	\$ 999.94
Check	Maguire Iron	Water Tower Repair – June 2025	\$ 2500.00
Check	Pirsch Legal Service	June 2025 Attorney Fees	\$ 1000.00

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Check	Pirsch Legal Service	April 2025 Attorney Fees	\$ 1000.00
Online Payment (Automatic)	Vonage	Phone Service Fees – May 08, 2025, Invoice # 11782360	\$ 45.12
Online Payment (Automatic)	Vonage	Phone Service Fees – June 08, 2025, Invoice # 11782360	\$ 45.12
Online Payment	Column – Ashland Gazette	04-04-25 Official Proceedings*	\$ 37.12
Online Payment	Column – Ashland Gazette	04-22-25 Official Proceedings	\$ 97.34
Online Payment	Column – Ashland Gazette	06-10-25 Meeting Notice	\$ 13.91
Check	Jeremy Yelkin	2025 Alvo Days DirtWalkers – live band fees	\$ 500.00
Check	Nebraska Dept. of Revenue	941N – Income tax withholding return for reporting period – Annual 2024	\$ 1446.61
Check	Nebraska Dept. of Revenue	Sales and Use Tax for tax period Jan-March 2025 (Q1)	\$ 467.50
		<b>Total</b>	<b>\$ 8775.99</b>

25. Adjourn meeting.

**\*\*Reminder\*\***

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