

**MEETING MINUTES
OF THE
PHILLIPS VILLAGE BOARD**

October 7, 2025

The meeting of the Phillips Village Board was called to order at 7:00 P. M. by Chairperson Benton on Tuesday, October 7, 2025 in the Town Hall in Phillips, Nebraska.

The following Trustees answered at roll call:

Dorothy Benton, Chairperson
Jim Crawford
John Briseno
Les Dana

Absent: Jordan Watson

Chairperson Benton states, the Open Meeting Laws are posted in the front window of the Town Hall if anyone wants to review them or has questions to speak to one of the Board Members.

Motion by Trustee Briseno, seconded by Trustee Crawford, to approve the Minutes of the September 2, 2025 Board Meeting. Voting aye: Crawford, Briseno, Dana, Benton. Voting nay: none. Motion carried.

Discussion held by Fire Dept. Chief Brandt on priority fire hydrants within the Village needing replaced as soon as possible. Specifically, in order of priority: Hamilton and 2nd Street, 7th and East Street, 3rd and East Street and 5th and East Street. Lastly, Hamilton and 4th requires a closer inspection. Ongoing monthly maintenance will continue, however, contact needs to be made with a professional that can advise the process.

Further discussion held regarding upgrading EMS tools needed during calls and the process of working with the Rural Board. Dues and fees for fire department member training given to Clerk/Treasurer to submit for reimbursement.

Reminder for the Soup Supper on November 4, 2025 located at the Memorial Hall, 501 3rd Street, watch for the events exact start and finish times as they are not finalized.

Maintenance update: Clean up days was successful for the Residents. In depth discussion on current projects with in the Village. Maintenance monthly log books are in the Trustees Board packets for review and updates. Approval to extend offer letters to part-time staff to remain on the Village employee roster for assistance as needed.

Brief discussion held on the successful completion of the Grade IV Water Operator Certificate by the Clerk/Treasurer and who will remain the designee for the Village until December.

Update discussion held on the Public Water System grant; currently, the Village has been placed in a tentative denial status due to large application requests.

Further discussion held on the working conditions of crucial pieces of Village equipment and possible replacement and/or repairs. Maintenance Supervisor will begin looking at replacement costs for consideration.

Trustees reviewed three repair estimates for the Ball Field concession stand roof repair and replacement of the service window. Trustees would like to review any additional estimates that may come in. Style option 1 was selected by Trustees for the service window. Additional discussion will be held at the November 4th meeting. Clerk to add to the Agenda.

Chairperson provided Platte Valley Communications quote on adding additional park cameras. Resolution and placement of current cameras discussed.

Clerk/Treasurer reports were presented to Trustees to include any updates for month end vendor claim billing; and quarterly revenue received from water, sanitation and sewer utilities.

Trustee Crawford discussed Property Cleanup projects currently taking place within the Village. Additional letters will be sent out to Residents notifying them of violations. No additional grass clippings have been noted to be dumped on private property.

Continued discussion of no progress on funding for the Water Project.

Discussion update on the Phillips Spur Sign replacement. Mayhew Signs has been notified of the accepted Bid and to proceed with the replacement as outlined.

Trustee Crawford moved, Trustee Dana seconded, to approve Resolution No. 2025-10 – Traffic Regulations – Stop Signs. Voting aye: Crawford, Dana, Benton. Voting nay: none. Abstained: Briseno. Motion carried.

No additional updates on Lottery (Keno) from Winchesters Saloon have been received. Chairperson will reach out to the establishment for an update prior to November 4th board meeting.

Open Public Discussion held.

Commencement of a flag/banner presentation from the Hamilton County Historical Society to the Village of Phillips and the Phillips Volunteer Fire Department was awarded. Accepting the banners were Trustees Dana and Briseno and Chief Brandt and Assistant Chief Rob Evans.

Motion by Trustee Crawford, seconded by Trustee Dana to approve Clerk's online credit card authorization form. Voting aye: Crawford, Briseno, Dana, Benton. Voting nay: none. Motion carried.

Discussion held by Clerk/Treasurer regarding current utility late payments, reconnection fees and payment plan agreement form. All Trustees in agreement on current late fee, reconnection fee amounts and payment plan agreement form. Clerk instructed to create an internal policy to comply with Chapter 50: Utilities Generally.

Trustee Crawford will assist with changing the hours on the Village Hall door to reflect the current Clerk/Treasurer hours.

Review of the Renewal Policy for Nebraska Workers Compensation – Fire Department Personnel approved. Clerk/Treasurer advised the renewal policy amount was part of the Claims and awaiting final approval upon review of the policy.

Trustee Dana moved, Trustee Briseno seconded, to introduce Ordinance No. 2025-06 – An amendment to add new sections to unauthorized water/sewer connections; Parking and use of RVs and to waive the three-reading rule. Voting aye: Crawford, Briseno, Dana, Benton. Voting nay: none. Motion carried.

Trustee Crawford moved for final passage, seconded by Trustee Briseno, to approve Ordinance No. 2025-06 – An amendment to add new sections to unauthorized water/sewer connections; Parking and use of RVs. Voting aye: Crawford, Briseno, Dana, Benton. Voting nay: none. Motion carried.

Motion by Trustee Dana, seconded by Trustee Briseno to pay all Claims as presented. Voting aye: Crawford, Briseno, Dana, Benton. Voting nay: none. Motion carried.

Trustee Dana moved, Trustee Briseno seconded at 8:51 p.m. to enter into Closed Session to review personnel. Voting aye: Crawford, Briseno, Dana, Benton. Voting nay: none. Motion carried.

Trustee Dana moved, Trustee Briseno seconded at 9:50 p.m. to end the Closed Session to review personnel. Voting aye: Crawford, Briseno, Dana, Benton. Voting nay: none. Motion carried.

Trustee Briseno moved, Trustee Crawford seconded at 9:50 p.m. to Adjourn. Voting aye: Crawford, Briseno, Dana, Benton. Voting nay: none. Motion carried and meeting adjourns.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Doris M. Arnett". The signature is fluid and cursive, with a long horizontal stroke extending from the end of the name.

Doris M. Arnett
Clerk/Treasurer
Village of Phillips