Do not recreate or revise this document. Revisions and recreations will not be accepted. **Failure to complete and return the necessary documents per instructions will result in your municipality not receiving an Incentive Payment for Calendar Year 2026.** Documents include the Signing Resolution, Year-End Certification(s), and a copy of documentation of the appointment(s) of the City Street Superintendent(s). These must be received at the NDOT **by December 31, 2026.** **RECORD KEEPING**: NDOT recommends that the municipality keep a copy of everything you send to NDOT *(the forms and meeting minutes)* in a separate file for future reference.

RESOLUTION

SIGNING OF THE YEAR-END CERTIFICATION OF CITY STREET SUPERINTENDENT 2026

Resolution No. 2026-14

Whereas: State of Nebraska Statutes, sections 39-2302, and 39-2511 through 39-2515 details the requirements that must be met in order for a municipality to qualify for an annual Incentive Payment; and

Whereas: The State of Nebraska Department of Transportation (NDOT) requires that each incorporated municipality must annually certify (by December 31st of each year) the appointment(s) of the City Street Superintendent(s) to the NDOT using the Year-End Certification of City Street Superintendent form; and

Whereas: The NDOT requires that each certification shall also include a copy of the documentation of the city street superintendent's appointment, i.e., meeting minutes; showing the appointment of the City Street Superintendent by their name as it appears on their License (if applicable), their License Number (if applicable), and Class of License (if applicable), and type of appointment, i.e., employed, contract (consultant, or interlocal agreement with another incorporated municipality and/or county), and the beginning date of the appointment; and

Whereas: The NDOT also requires that such Year-End Certification of City Street Superintendent form shall be signed by the Mayor or Village Board Chairperson and shall include a copy a resolution of the governing body authorizing the signing of the Year-End Certification of City Street Superintendent form by the Mayor or Village Board Chairperson.

Be it resolved that the Mayor ☐ Village Board Chairperson ☒ of Village of Gresham (Print Name of Municipality) is hereby authorized to sign the attached Year-End Certification of City Street Superintendent completed form(s).

Adopted this 10th day of November, 2026 at Gresham, Nebraska.

City Council/Village Board Members

Justin Brahmsteadt
Colton Luettel
Conner Luettel
Kim Sheehan
Thee Prusia

VILLAGE OF GRESHAM • SEAL • GRESHAM, NEBRASKA

City Council/Village Board Member Conner Luettel Moved the adoption of said resolution
Member Justin Brahmsteadt Seconded the Motion
Roll Call 5 Yes 0 No 0 Abstained 0 Absent
Resolution adopted, signed, and billed as adopted.

Attest: Michelle Loutzenhiser
(Signature of Clerk)

Do not recreate or revise this document. Revisions and recreations will not be accepted. Copying this form is acceptable; see (3) below. Failure to complete and return the necessary documents per instructions will result in your municipality not receiving an Incentive Payment for Calendar Year 2026. Documents include the Signing Resolution, Year-End Certification(s), and a copy of documentation of the appointment(s) of the City Street Superintendent(s). These must be received at the NDOT by December 31, 2026. **RECORD KEEPING**: NDOT recommends that the municipality keep a copy of everything you send to NDOT *(the forms and meeting minutes)* in a separate file for future reference.

Year-End Certification of City Street Superintendent
For Determining Incentive Payment in Calendar Year 2026

Separate forms may be needed to account for the entire year, see (3) below

This Form Covers the Following Period: January 1, 2026 to December 31, 2026

*(1)(a) The municipality of Gresham (Print name of City or Village) certifies that: Reed Miller (Print name of Superintendent) was the appointed City Street Superintendent during the above period. ***IF A NAME IS NOT ENTERED ABOVE (NO APPOINTED CITY STREET SUPERINTENDENT FOR THIS PERIOD), SKIP TO (2) BELOW.***

(b) the superintending services of the above listed individual were provided by: (Check one box)

- ☐ Employment with this Municipality
- ☒ Contract (consultant) with this Municipality
- ☐ Contract (interlocal agreement) between this Municipality and the following listed Municipality(ies) and/or County(ies) _____

(c) and the above listed individual **assisted** in the following: *Reference Neb. Rev. Stat. §39-2512*

1. Developing and annually updating a long-range plan based on needs and coordinated with adjacent local governmental units,
2. Developing an annual program for design, construction, and maintenance,
3. Developing an annual budget based on programmed projects and activities,
4. Submitting such plans, programs, and budgets to the local governing body for approval; and
5. Implementing the capital improvements and maintenance activities provided in the approved plans, programs, and budgets.

(d) the above listed individual also served as (Check all boxes that apply) *city engineer* ☒ *village engineer* ☐ *public works director* ☐ *city manager* ☐ *city administrator* ☐ *street commissioner* ☐

(e) If the above listed individual is a Licensed City Street Superintendent, enter their Superintendent's License Number S- 514 and Class of License A, and/or

(f) If the above listed individual is a Licensed Engineer in Nebraska, enter their Engineer's License Number E- _____

(2) _____
Signature of Mayor ☐ ***Village Board Chairperson*** ☒ (Check one box)

*(3) If during the calendar year your municipality (a) did not have an appointed City Street Superintendent for any portion(s) of the year; or (b) had one or more appointed City Street Superintendent(s) that were not licensed for any portion(s) of the year; or (c) had one or more appointed licensed City Street Superintendent(s) for any portion(s) of the year, please complete a separate Year-End Certification form for each period. Copy this form as needed to account for these separate periods.

(4) The payment amount will be computed based on (a) your most recent Federal Census as certified by the Tax Commissioner; (b) the number of full calendar months served by the appointed City Street Superintendent who is licensed or exempted from licensure under the Superintendents Act; (c) class of license, A or B if applicable; and (d) if the appointed City Street Superintendent assisted with the required duties in (1)(c) above. *Reference Neb. Rev. Stat. §§39-2302 and 39-2511 through 39-2515.*

(5) Failure to return by December 31, 2026, the Year-End Certification(s), Signing Resolution, and a copy of documentation of the appointment(s) of the superintendent(s) per the instructions will result in your municipality not receiving an Incentive Payment

Return the completed signing resolution and certification(s), and a copy of the documentation of appointment(s) by December 31, 2026 to:

Highway Local Liaison Coordinator
Boards-Liaison Services Section
Local Assistance Division
Nebraska Department of Transportation
PO Box 94759
Lincoln NE 68509-4759
or email to ndot.bisHelp@nebraska.gov

SUPERINTENDENT(S) APPOINTMENT DOCUMENTATION

Attach Documentation of the City Street Superintendent(s) Appointment(s) for 2026 to the back of this Page: For most municipalities this information may be found in the **November or December 2025 or the January 2026 meetings minutes**. Some may involve mayoral appointments, or interlocal agreement (relinquishment of funds).

Call (402) 479-4436 or email ndot.blsHelp@nebraska.gov if you have any questions about what to attach for documentation.

RECORD KEEPING: NDOT recommends that the municipality keep a copy of everything you send to NDOT *(the forms and meeting minutes)* in a separate file for future reference.

Village of Gresham
December 9, 2025
Regular Meeting Minutes

OFFICIAL PROCEEDINGS – VILLAGE OF GRESHAM DATE: December 9, 2025

The following is a condensed form of the minutes. A complete copy is available for inspection at the Village Office During regular business hours.

Trustees present: Tony Cain, Justin Brahmsteadt, Colton Luettel, and Conner Luettel.
Absent: Kim Sheehan

The following actions were taken with motions properly carried:

a. Approved resolution 2025-16 for the 1 & 6 -year plan with the additions for Hwy 69 & Plum to Maud paving.
b. Approved consent agenda as submitted.
c. Approved audit waiver for 2025.
d. Approved purchase of PIDs 930127773,930128567 and 930128567 for $10,000.00.
e. Approved 4% Telecommunications Occupation Tax ordinance 2025-07.
f. Approve authorization for attorney to sign the CDBG General Service agreement and the Construction Management Service agreement.
g. Approved removal of nuisance items 2025-15 (PID 930126580) and 2025-25 (330 May) from the nuisance list.
h. Approved motion to require Howard Smith to return purchase documents for 605 Ella by 12-15-2025 or the village abate without purchase.
i. Approved motion to begin abating nuisance items 2025-37 (450 Ella), 2025-24 (520 Elm), and 2025-31 (520 Pine).
j. Approved to adjourn sine die.
k. Reconvened with roll call: Tony Cain, Justin Brahmsteadt, Colton Luettel, and Conner Luettel. Absent: Kim Sheehan.
l. Approved nomination for Tony Cain for chairperson.
m. Approved nomination for Justin Brahmsteadt for chairperson pro tem.
n. Appointments: Street/Alleys Committee (Colten Luettel/Conner Luettel). Water/Sewer Committee (Colton Luettel/Kim Sheehan), Board of Health (Sheehan/Brahmsteadt/ Cain). Need two more members. Nuisance Committee (Colton Luettel/Kim Sheehan). Planning Commission (Prusia, Jurgensmeier, S. Dey, J. Dey, Sheehan, Buss. Dean Avery resigned.) Need to reduce by 1 member or add a member. Village Engineer (Miller & Associates), Street Superintendent (Reed Miller), Village Attorney (Drew Graham), Village Accountant (Mierau & Co.), Village Law Enforcement (York County Sheriff),

Village Fund Depository (York State Bank), Authorized signers for dual signatures (Chairperson, Chairperson pro tem, Village Clerk except transfers which require only one signature.), designated publisher for legal publications (York News Times), Licensed Water Operator (Justin Brahmsteadt), Clerk Treasurer (Michelle Lowther) Village Maintenance (James Welch).

o. Approved motion to adjourn.

The next regular meeting is Tuesday January 13th, 2025.

Michelle Lowther, Villager Clerk/Treasurer **Tony Cain, Chairperson**

Delivered to York News Times on December 15, 2025, for publication.

Claims/Payroll: American Legal Publishing-2026 Nebr. Basic Code $695.00. Arnold Motor Supply-Vehicle Maintenance Supplies $495.18, Autumn Walford Studios - Water Deposit Refund $100.00 Central Valley Ag – Fuel $367.33, Dale R Johnson - Gravel (Slag) $1.401.54, Great American Finance - Xerox Contract $98.64, Johnson Service Co. - Lift Station Maintenance $1,125.00 Joni Wilmot - GCC Housekeeping $100.00, Kinetic by Windstream - Phone/Internet, 208.98, Kubota - Skid steer Lease Payment $1,578.99, Lee Enterprises – Publishing $94.00 Mierau & Co. - Professional Services $270.00, Nebraska DWEE - Loan #C318046 $3,699.01, Nebraska Public Health Labs - Water Tests $34.00, Nebraska Municipal Clerk's Association - 2026 Membership Dues $50.00, Perennial Public Power Dist. - $1,316.68 PowerManager - Software Support $4,822.00, Staples $93.77, Svehla Law Offices - Professional Fees $7,057.64, Tech Radium - Emergency Alert Services $155.25, Viking Industrial Paint - contract fee $10,100.00, Internal Revenue Service - FICA/Medi $1,321.86, NE Department of Revenue - Sales Tax Return $220.31, NE Department of Revenue - State Withholding Tax $1,099.56, Federal Withholding Tax $668.68, Transfers to: Street Fund $550.00, Payroll $5,861.21