

MEETING MINUTES
VILLAGE OF HEMINGFORD BOARD OF TRUSTEES
April 18, 2017

Pledge of Allegiance and opening prayer

Meeting called to order at 7:00 p.m.

Present: Dannar, Hunter, Annen and Novotny

Motion by Novotny, second by Hunter to excuse Richard Wacker from the April 18th, 2017 regular board meeting of the Hemingford Board of Trustees.

Public Open Meeting Act poster location was pointed out on the front panel of Chamber Council.

Consent Calendar items included the minutes of the March 21, 2017 regular meeting, minutes of the April 5, 2017 special meeting, claims against the Village of \$27030.95, claims against the Utilities of \$78921.34, and claims against the Hemingford Community Care Center of \$116347.65. March Village financial statements, Hemingford Community Care Center Variance and P&L reports for the month of March 2017 as well as year to date. March 2017 Library report. Appointment of Melanie Johnston as Deputy Clerk for the Village of Hemingford.

Motion by Dannar, Second by Novotny to approve the consent calendar.

Voting Aye: Dannar, Hunter, Annen and Novotny.

Kristy Bolek from the Hemingford Community Care Center spoke to the Board regarding the financial audit that was due March 31, 2017. The audit will be performed the last week of April or the first week of May 2017. The audit will be submitted to the State Auditor's Office no later than the end of the second week of May 2017. The Hemingford Community Care Center also would like the opportunity to give back to the community in some form, however the Board sees as the most beneficial to the Community as well as the Care Center. The budget for the Care Center will be done no later than the second week in August, 2017.

Chief Bryner addressed the Board regarding Ordinances pertaining to Nuisances (Yard Clean-Up) and Fireworks. Chief Bryner would like board input on the hours of discharge. After some discussion the consensus of the board and Chief of Police hours should be 8am to 10pm June 26 through July 2, and from 8am to Midnight on both July 3 and July 4.

According to Chief Bryner, the Nebraska State Statute regarding Nuisances is very well written and would recommend these statutes be adopted by the Village but also include a step-up plan for the cleanup of yard or removal of nuisance, with fines and consequences attached to each step.

Village Attorney explained the ability of the Board to waive the 3 readings of the ordinances if needed.

Barb Straub reported that Melanie is learning the process to update and make changes to the website, and will continue to update information timely. There were a few budget questions that remained unanswered after the special meeting regarding the revenue from the electric department in particular "mercury vapor rentals" which are the street lights.

Currently the employees of the Village are given an HSA (Health Savings Account) and the village contributes to this account each pay period, the total of Village contribution at the end of the calendar year is equal to the Out of Pocket Deductible. It is the recommendation that the Village contribution be reduced by 10%. The Village Attorney will prepare a policy to be presented at the next regular board meeting.

Discussion of the Village Section 125 bank account. Straub informed the board that the balance in the Section 125 account is \$338.93, there has been no activity in over 12 months and a monthly service fee of \$5.00 is charged. Straub recommended the closing of the Section 125 account.

Motion by Dannar, Second by Hunter to have the Village Administrator close the Section 125 account and move the balance of \$338.93 to the Village General fund account.

Voting Aye: Dannar, Hunter, Annen and Novotny.

Discussion and scheduling of the first budget workshop. The first budget workshop will be on May 9, 2017 at 6:30pm.

The Village utilities employees all work near or at the lagoons and should be protected by the Hepatitis Vaccination.

Motion by Dannar, Second by Novotny to schedule and pay for the hepatitis vaccination for 4 village utility employees.

Discussion and possible action on the cleaning and repair of the Water Tower. Kyle Huss explained the process of cleaning and the need for the repairs to the water tower. Huss recommended that the cleaning as well as repair to include the floating drywell vent to be plated and seal welded and replaced by NE DHHS approved fail safe vent with insect proof screen to be seal welded into the tank dome. Removal of the abandoned cathodic protection system, access ports in the tank dome and electrical access port in the upper section to be plated and seal welded, holes in the dome seal welded. A VFD unit will need to be rented to insure the consistent water pressure and water delivery to the Village. The total cost for Maguire Iron is \$18230.00 with \$9115.00 due at the completion of the project, and the remaining \$9115.00 due prior to March 20, 2018, interest free. The rental cost for the VFD unit is \$1500.00 making the total cost of the project \$19730.00.

Motion by Hunter second by Novotny to have Maguire Iron, Inc clean and repair the water tower at a cost of \$18230.00 with \$9115.00 due at the completion of the project and \$9115.000 due prior to **March 20, 2018** interest free. Also to rent a VFD unit at the cost of \$1500.00 for a total project cost of \$19730.00. Contract needs to reflect Macguire Iron's agreement for financing.

Voting Aye: Dannar, Hunter, Annen and Novotny.

Discussion and possible action increasing the wage for Officer Dannar at his anniversary date 4/22/17. Chief Bryner would like to increase the wage for Officer Dannar by .50 cents per on duty hour.

Motion by Novotny Second by Hunter to give a .50 cent per on duty hour wage increase to Officer Dannar on the first pay period following his anniversary date of 4/22/17.

Voting Aye: Hunter, Annen and Novotny. Abstaining due to conflict of interest: Dannar

Discussion regarding the opening of the Utility Supervisor Position to internal candidates. The Administrator discussed the options for filling the Utility Supervisor position and requested that the Chairman appoint an interview committee to not only conduct interviews of internal candidates but to also make a recommendation for filling that position at the next regular board meeting May 16,2017. Chairman Annen appointed Trustee Wacker and Trustee Dannar to conduct interviews and make a recommendation to the board.

Motion to adjourn at 9:25pm by Novotny, second by Hunter

Voting Aye: Dannar, Hunter, Annen and Novotny.

Chairman, John Annen

ATTEST:

Barb Straub, Village Clerk

18-Apr-17 **VILLAGE**

Bauerkempers Inc	Sup	\$421.00
BANKCARD	Sup	\$491.77
Bytes Computer	Contract Services	\$38.32
Carquest	Sup	\$263.17
Caselle, INC	Contract Services	\$336.33
Dan's Repair	Repairs	\$734.50
Demco	Sup	\$85.10
Farmer's Co-op	Sup	\$2.98
Hemingford Co-Operative	phone	\$506.49
Hemingford Ledger	Adv	\$140.47
Huss Auto Repair	Sup	\$222.60
John Deere	Sup	\$39.21
KCOW	Adv	\$63.33
LEEC	Edu	\$130.00
Michael Todd & Company	Tools	\$307.80
Mobius	phone	\$25.00
NMC	Sup	\$70.98
NMPP	Dues	\$228.86
Petty Cash	Thank you	\$100.00
Purchase Power	Sup	\$82.05
Raben Market	Sup	\$20.16
Redbook	Sup	\$24.97
Stables	Sup	\$74.68
Sturdevants Auto Parts	Sup	\$85.85
Susie Cheek	Contract Labor	\$83.33
TEAMLAB	Sup	\$829.50
Viaero	phone	\$238.54
Westco	Gas	\$300.97

PAYROLL 3/30/2017 PAYROLL \$9,875.39

PAYROLL 04/13/2017 PAYROLL \$11,207.60

\$27,030.95

18-Apr-17 **UTILITIES**

A& T Electric	Sup	\$183.00
Bank of the West	Water Testing	\$23.75
Bernies	Sup	\$57.27
Black Hills Energy	Heat	\$453.90
BNSF	Lease-Rental	\$806.36

Bytes Computer	Contract Services	\$76.63
Caselle, INC	Contract Services	\$672.67
EPA	Water Testing	\$146.00
Farmer's Co-op	Sup	\$8.65
H&H	Garbage Hauling	\$4,352.67
Hansen's Locksmithing	Sup	\$1,017.78
Hemingford Co-Operative	phone	\$303.49
Hemingford Ledger	Adv	\$280.97
Huss Auto Repair	Sup	\$45.68
John Deere	Sup	\$2.45
KCOW	Adv	\$126.67
Kriz-Davis Co	Sup	\$243.59
League of Nebraska Municipalities	Edu	\$40.00
Mike Kesselring	Contact Labor	\$750.00
Municipal Supply	Sup	\$58.64
Nebraska Public Power District	Power Purchased	\$43,895.84
NMPP	Dues	\$465.00
Northwest Pipe Fittings	Sup	\$239.08
Once Call Concepts	Contract Services	\$6.06
Petty Cash	Water Testing	\$10.21
Print Express	Sup	\$373.60
Purchase Power	Sup	\$164.11
Solutions EAP	Contract Services	\$73.70
Sturdevants Auto Parts	Sup	\$21.49
Susie Cheek	Contract Labor	\$166.67
SWANN	Solid Waste Disposal	\$6,102.95
Viaero	phone	\$66.06
Westco	Gas	\$329.33
PAYROLL 3/30/2017	PAYROLL	\$8,899.67
PAYROLL 04/13/2017	PAYROLL	\$8,457.40

\$78,921.34

HCCC Claims	4/18/2017		
Aflac	Benefits		460.88
Allied Insurance	Surety Bond	\$	100.00 approval only
Bank Card Center	Supplies	\$	604.10
Black Hills Energy	GAS	\$	553.64
Bloedorn Lumber	Supplies	\$	74.62
Blue Cross Blue Shield	Insurance		5,412.29
Blue Stauta	Software		512.00
Bluffs Sanitary Supply	Supplies	\$	\$782.83
Box Butte General	Supplies		13.00
Briggs	Supplies		134.13

Buds Pest Control	Service Contract	\$	44.00
Compufact	Recruitment		22.00
Dave Randolph	Consultant	\$	300.00
	Resident		
Daves Pharmacy	Supplies		220.18
David Johnson	Professional Fee	\$	\$360.00
DHHS	Dues and Subs		1,450.00
Direct Supply	Supplies	\$	\$526.67
Dish Network	Cable		\$263.39
Ecolab	supplies	\$	108.17
Harris Sales	Food	\$	267.72
HCCC Residents	Supplies		107.64
HCIS	Dues and Subs	\$	\$80.00
Hemingford Telephone	Telephone	\$	740.69
Hemingford Utilities	Utilities	\$	2,456.74
Huss Auto Repair	Vehicle Expense	\$	\$104.76
Ideal Linen	Service Contract		89.34
Karen Johnson	Consultant	\$	500.00
	Resident		
McKesson	Supplies	\$	3,007.34
Nebraska Health Care	Education		70.00
Nebraska Total Office	Supplies	\$	277.44
	Resident		
Northwest Respiratory	Supplies		697.00
	Resident		
Peterson Drug	Supplies	\$	348.94
Phillips F and T	Fuel	\$	\$59.97
Pitney Bowes	Contract Service		100.00
Pitney Bowes	Postage		5.07
Rabens Market	Food	\$	479.24
Senior Insight	Consultant	\$	4,000.00
Solutions EAP	Benefits		73.70
The Thompson Co	Food	\$	8,598.95
Westco	Vehicle Expense	\$	174.39
Total Claims		\$	\$33,719.95
	5-Mar	\$	37,182.54
	20-Mar	\$	45,445.16
TOTAL		\$	\$116,347.65