MEETING MINUTES

VILLAGE OF HEMINGFORD BOARD OF TRUSTEES

August 15, 2017

Pledge of Allegiance and opening prayer

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

Present: Annen, Hunter, Novotny, Dannar.

Absent: Wacker

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

Motion to excuse Rick Wacker by Dannar, Second by Novotny

Voting Aye: Annen, Hunter, Novotny, Dannar.

Consent Calendar items included the minutes of the July 18, 2017 regular meeting, Minutes of the July 25, 2017 special budget workshop meeting. Claims against the Village of $44623.19, claims against the Utilities of $100300.85, and claims against the Hemingford Community Care Center of $128563.01. July 2017, Village financial statements.. Hemingford Community Care Center, Variance and P&L reports for the month of July 2017 as well as year to date. July 2017 Library report. Resolution 2017-05 combining the two perpetual care bank accounts, Resolution 2017-06 setting forth the policy for the request and disbursement of MFO funds to the Hemingford Rural Fire Protection District.

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

Voting Aye: Annen, Hunter, Novotny, Dannar

**Pool Report**- Ammie Frost, a written report was submitted by telling the board that the pool season was just about to an end and that the season had gone very well with attendance up from last year as well as the number of children taking swim lessons. The season will end on August 20 with a Pre-Eclipse party.

**Utility Department Report**- Kyle Huss, the utility department has been busy all the parking lines on the streets as well as at the Care Center have been repainted and the curbs as well. Two of the part time employees have left to return to school, Russ Frahm will continue until September. Huss had a meeting with the Nebraska Department of Environmental Quality and got some guidance on ways to rid the lagoons of the unwanted cattails, also learned of testing requirements, regardless of lagoon discharge there is annual testing that needs to be done as condition of our discharge permit. Colt and Kyle have been working on well one and were able to get it started, the chore now is to prepare it to go back on line, and make a decision of the best way to take care of the black standpipe.  The Chairman and other board members thanked the Utility Crew for their efforts and commended the promptness in fixing the power outage earlier in the month.  The Board also reported that there have been several community member tell them how great the utility crew is and how great the Village looks.

**Hemingford Police Department Report**- Chief Bryner reports that they are working on the Nuisance Ordinance enforcement, while there are areas where the resident needs a little push here and there, we are seeing some progress, and Officer Dannar is working with residents to start removing some of the vehicles that are unlicensed or in ill repair and sitting on the streets. Dannar continues with training and has completed Firearms Instructor Training and is attending active shooter training.

**Administrator Report**- Barb Straub, things in the office are going well, the budget process is on schedule and expect to have the budget for the Hemingford Community Care Center by the 21st of the month. Jim Gardner will be here on August 22, 2017 for the final budget workshop at 6pm prior to the budget hearing.

Discussion and Possible action: Approval of the Liquor License application for the American Legion Post #9 Supper Club.  The Legion Supper Club had a new manager and needs to name the new manager on their liquor license. The new manager is Michael Rinard Sr. The Nebraska Liquor Commission requires approval by the local governing board prior to making this change.

Motion by Dannar, Second by Hunter to approve the Liquor License application of Michael W. Rinard Sr. as the new Supper Club Manager for American Legion Post #9.

Voting Aye: Annen, Hunter, Novotny, Dannar

Discussion and possible action: Cattle Capital Rodeo Committee would like to host a family friendly Cowboy Ball Street Dance in Hemingford on the 700 Block of Box Butte Ave. this would require that the 700 block of Box Butte Ave be blocked off on September 16th 2017, from 3pm to 5pm for set up from 5pm to 9pm for the dance and from 9pm to 10pm for clean-up. The Rodeo committee will furnish a liability insurance certificate and be responsible for clean up.

Motion by Dannar, second by Hunter to grant permission to block the 700 block of Box Butte Ave on September 16. 2017 from 3pm to 10pm for the Cattle Capital Rodeo Cowboy Ball Street Dance contingent upon a certificate of liability insurance for the event

Voting Aye: Annen, Hunter, Novotny, Dannar

Motion by Dannar, Second by Novotny to table approval of SDL for the Cowboy Ball street dance until the August 22nd, 2017 special meeting of the Village Board of Trustee’s.

Voting Aye: Annen, Hunter, Novotny, Dannar

Discussion and possible action: To streamline the process of check writing the Village Administrator and the Hemingford Community Care Center Administrator would like to have the Care Center Administrator (Kristy Bolek) added to the signature card for the Care Center Account for the purpose of signing payroll (as needed) and claims checks along with the Village Administrator. Bolek would continue to bring claims checks to the village office for review and to be signing by the Village Administrator, and while payroll is moving to direct deposit payroll documentation will still be reviewed at the Village Office.

Motion by Hunter, second by Dannar to add Kristy Bolek to the signature card for the Hemingford Community Care Center bank account.

Voting Aye: Annen, Hunter, Novotny, Dannar

Discussion and possible action on the purchase of new computer towers and monitors for the Village office. The current computers have become very slow, have failed to complete backup functions, and require multiple reboots over the course of the last month.

Motion by Novotny second by Dannar to purchase two new towers and two monitors from Mobius in the amount of $2953.09.

Voting Aye: Annen, Hunter, Novotny, Dannar

Discussion and possible action on League Association of Risk Management (LARM) renewal resolution 2017-07. This resolution is for the second (2) year of the three (3) commitment made last year by the Village Board of Trustee’s for the Village Property, Vehicle and Liability Insurance.

Motion by Dannar, second by Novotny to approve resolution 2017-07 the second year of a three year commitment to LARM allowing the Village allowing the Village a 4% discount with coverage expiring September 30th 2019.

Voting Aye: Annen, Hunter, Novotny, Dannar

Discussion and Possible action First reading of Ordinance 797 AN ORDINANCE OF THE VILLAGE OF HEMINGFORD, NEBRASKA AMENDING THE SOLID WASTE RATES; PROVIDING AN EFFECTIVE DATE AND REPEALING ANY ORDINANCES OR OTHER PROVISIONS IN CONFLICT THEREWITH, DIRECTING THE PUBLICATION OF THIS ORDINANCE AND PRESCRIBING THE TIME WHEN THIS

ORDINANCE SHALL BE IN FULL FORCE AND EFFECT.

This ordinance increases the rates for trash hauling by 75 cents per account and 75 cents per account for use of the landfill.

Motion by Dannar, second by Novotny to waive the three readings of Ordinance 797.

Voting Aye: Annen, Hunter, Novotny, Dannar

Motion by Dannar, Second by Hunter to pass and publish Ordinance 797.

Voting Aye: Annen, Hunter, Novotny, Dannar

Discussion and review of MC Schaff street repair estimates, Village Utilities Supervisor Huss along with Utilities worker Frahm have identified several streets in town that need improvement, Miles St. between Laramie and Cheyenne and between Ogallala and Sidney, Fremont St between Cheyenne and Laramie, Park Ave between Kearney and Niobrara, Sidney between Ord and Crook, Ord St between Shoshone and Wyoming, and Kearney St between Box Butte and Cheyenne. Estimates for concrete paving for the entire project would be $909,168.00 and for asphalt paving the estimated cost is $757,640.00. The Board took no action at this time and will at a later date determine how much of the project will be done and which option, either concrete or asphalt will be the best for the community.

Discussion and possible action on the Annual Evaluation of the Village Administrator Barb Straub. Straub elected to hold the evaluation during the open meeting, Chairman Annen said the evaluation was very positive, each board member offered comments, and voiced opinions on future goals of continued education, and further involvement in community development.

Motion to adjourn at 8:40pm by Dannar, second by Hunter

Voting Aye: Annen, Hunter, Novotny, Dannar

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John Annen, Chairman

ATTEST:

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Barb Straub, Village Clerk

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| 15-Aug-17 | **VILLAGE** |  |  |
| Bluffs Sanitary | Sup | $84.82 |  |
| 21st Century | Sup | $239.82 |  |
| Bank Card | Sup | $165.29 |  |
| Bloedorn | Sup | $243.68 |  |
| Bytes | cont serv | $38.65 |  |
| Caselle | cont serv | $336.33 |  |
| County Clerk | Rec Fees | $10.00 |  |
| Farmers Coop | Sup | $300.09 |  |
| Gale Learning | Lib Sup | $72.80 |  |
| Hemingford Tele | Phone | $460.45 |  |
| Huss Auto | Repair | $18.90 |  |
| IIMC | Dues | $260.00 |  |
| John Deer | Sup | $452.68 |  |
| LNM | Dues | $471.00 |  |
| MIDWEST FARM | SUP | $98.47 |  |
| Mobius | Phone | $25.00 |  |
| Nates Auto Glass | Repair | $300.00 |  |
| NTO | Sup | $19.55 |  |
| PAD | Dues | $622.40 |  |
| Panhandle RC&D | Dues | $75.00 |  |
| Pests Go | cont serv | $45.00 |  |
| Pitney Bowes | Contract Serv | $295.68 |  |
| Rabens | Sup | $89.91 |  |
| Roller | Sup | $162.93 |  |
| Simmons | Prof Fees | $1,852.43 |  |
| Sorensen Irri | Repair/sup | $517.20 |  |
| Sturdevants | Sup | $41.30 |  |
| Susie Cheek | Cont Lab | $83.34 |  |
| Tritle | cont serv | $150.00 |  |
| Viaero | phone | $238.32 |  |
| Westco | Gas | $639.76 |  |
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| **PAYROLL 07/20/2017** | PAYROLL | $19,012.20 |  |
| **PAYROLL 08/03/2017** | PAYROLL | $17,200.19 |  |
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|  |  | **$44,623.19** |  |
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| 18-Jul-17 | **UTILITIES** |  |  |
| Black Hills Energy | Heat | $115.53 |  |
| 21st Century | Sup | $239.81 |  |
| Bank Card | Sup | $134.55 |  |
| BBGH | Inj | $1,114.93 |  |
| Bloedorn | Sup | $31.48 |  |
| Bytes | Cont Serv | $77.30 |  |
| Carquest | Repair | $10.39 |  |
| Caselle | Cont Serv | $672.67 |  |
| Colt Fraham | Water School | $27.42 |  |
| DHHS | Water School | $80.00 | For Approval |
| Farmers Coop | Sup | $10.76 |  |
| H & H | Hauling | $4,430.42 |  |
| HD Supply | Sup | $841.03 |  |
| Hemingford Tele | Phone | $305.97 |  |
| Huss Auto | Repair | $220.50 |  |
| John Deer | Sup | $28.86 |  |
| Kriz-Davis | Sup | $119.01 |  |
| LNM | Dues | $942.00 |  |
| LNM-Utilities | Dues | $567.00 |  |
| MC Signs | Shop Sign | $225.00 |  |
| NMPP | Power | $1,320.00 |  |
| NPPD | Power | $61,180.19 |  |
| NTO | Sup | $39.09 |  |
| One Call | Cont Serv | $4.17 |  |
| Public Health Enviro Lab | Water Testing | $64.00 |  |
| Rabens | Sup | $11.64 |  |
| RIN | Inj | $33.00 |  |
| Solutions EAP | Cont Serv | $36.85 |  |
| Susie Cheek | Cont Lab | $166.66 |  |
| SWAN | Disposal | $6,261.01 |  |
| USABlueBook | Sup | $623.80 |  |
| Viaero | phone | $65.96 |  |
| WESCO | Sup | $58.32 |  |
| Westco | Gas | $178.31 |  |
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| **PAYROLL 07/20/2017** | PAYROLL | $10,297.78 |  |
| **PAYROLL 08/03/2017** | PAYROLL | $9,765.44 |  |
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|  |  | **$100,300.85** |  |

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| HCCC Claims | 7/31/2017 |  |
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| Aflac | benefits | $427.98 |
| Allied Insurance | insur | $1,761.08 |
| Bank Card Center | sup | $357.22 |
| Bernies Ace | sup | $47.83 |
| Alzheimers Assoc | marketing | $500.00 |
| Black Hills Energy | gas | $521.02 |
| Bloedorn lumber | sup | $315.63 |
| BCBS | insur | $5,230.86 |
| Blue Stauta | software | $512.00 |
| Bluffs Sanitary | sup | $716.86 |
| Buds Pest Control | contract serv | $44.00 |
| Compufact | recruitment | $22.00 |
| Dave Randolph | consult | $300.00 |
| Dave's Pharm | resident sup |  |
| David Johnson | pro fee | $350.00 |
| Direct Supply | sup | $610.68 |
| Dish Network | cable | $233.65 |
| J&C Lawn | contract serv | $817.50 |
| Ecolab | sup | $1,067.49 |
| Harris Sales | food | $308.48 |
| HCIS | dues, subs | $80.00 |
| Hemingford Telep | phone | $748.17 |
| Hemingford Utility | utilities | $2,911.32 |
| Ideal Linen | contract serv | $118.00 |
| Karen Johnson | consult | $500.00 |
| McKesson | resident sup | $3,153.18 |
| Ne Fire & Safety | contract serv | $374.50 |
| NTO | sup | $333.11 |
| NW Respiratory | resident sup | $597.00 |
| Pitney Bowes | postage | $2.83 |
| Pitney Bowes | lease | $34.24 |
| Ultra Chem | sup | $267.23 |
| Rabens | food | $684.49 |
| Senior Insight | consult | $4,000.00 |
| Steri Cycle | contract serv | $196.26 |
| Solution EAP | benefits | $73.70 |
| Stanley Health Care | repair | $111.50 |
| The Thompson Co | food | $5,489.21 |
| United Heartland | work comp | $4,093.00 |
| Westco | vehicle exp |  |
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| **Payroll** | **7/5/2017** | **$44,020.56** |
| **Payroll** | **7/20/2017** | **$46,630.43** |
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| Total |  | $128,563.01 |
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