

## MEETING MINUTES

### VILLAGE OF HMEINGFORD BOARD OF TRUSTEES

October 17, 2017

Pledge of Allegiance and opening prayer by Lori Dannar

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

Present: Danner, Wacker, Hunter, Annen, Novotny

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

Consent Calendar items included the minutes of the September 19, 2017 regular meeting, Minutes of the October 3, 2017 Special Meeting. Claims against the Village of \$63,091.21, Claims against the Utilities of \$112,849.00, and claims against the Hemingford Community Care Center of \$140,314.99. September 2017, Village financial statements. Hemingford Community Care Center Variance and P & L reports for the Month of September 2017 as well as year to date. September 2017 Library report.

Discussion on the City of Alliance Public Transit claim. Novotny asked if the Village had getting reports as discussed in past board meeting. Straub stated she would request the trop logs for the Hemingford Handi-Bus for the current quarter and the last quarter. Discussion Hemingford Care Center Profit and Loss, and their overall profit was \$3755.85. Novotny and Hunter requested that Kristy and Tim to be present at quarterly board meetings to answer question and get updates on progress.

Motion by Danner, second by Wacker to approve the consent calendar.

Voting Aye: Danner, Wacker, Hunter, Annen, Novotny

Discussion regarding commercial truck parking with business owner who was going to ask for special permission but withdrew request. The truck ordinance was discussed several board members agreeing that the current ordinance is "pretty vague". The board agreed that they would make a commitment to re-evaluate this ordinance. The business owner offered his knowledge in any way he can. No action was taken.

Discussion regarding MC Signs and Decals to be able to use the current Village of Hemingford logo for her products. It was advised there would be a need for an agreement between MC Signs and Decals and the Village prior to the logo being used.

Motion by Danner, second by Novotny to allow MC Signs & Decals to use city logo once agreement is developed and signed.

Voting Aye: Danner, Wacker, Hunter, Annen, Novotny

**Utility Department Report** – Kyle Huss, the utility department has replaced pole behind the American Legion was replaced as it was rotted at the bottom. The crew did the project without disrupting service to the surrounding businesses. They have winterized the sprinklers, ball field concessions stand, pool and park. They have also been sewer jetting and have the north part of town completed and is working on the south. They are running into tree roots that is slowing down the process, but feels good about the progress they are making. There is Copper Sulfate available to residents to help with the root issue in the sewer. Did want to let the board know that the street sweeper has had several items break on it and the estimate to fix it is at least going to be \$5,000. He also mentioned that the Hydrants are all flushed, and parks have been fertilized. Coliform Test came back good. Board members question about tree

trimming, their height and what the ordinances read. Annen stated he had five different community members comment on how well the crew is getting things done and it is nice to hear compliments.

**Hemingford Police Department Report** – Chief Bryner reports that they continue to address ordinances with some challenges, working on not just the truck ordinances. The department “ALICE” active shooting training which took place at Hemingford Schools last week. It was well received. He also stated that the department wants to do advanced training with the school as they get funds from SRO program with a more reactive training and the plan is to purchase airsoft guns and safety equipment they need to further the teachers training. It’s a subject we all hate to think about but need to.

**Administrator Report** – Barb Straub, Box Butte Development was here today and there is a letter that updates progress and Chelsea will be here on November 21 and December 19. It was a very productive day. We have lots of plans and made good contacts today with real possibilities for the future. The playground grant has been submitted on Monday we should know the outcome of that Mid-January. She also stated that clerk school is March 25-29, 2018 in Grand Island and her plan is both herself and Melanie Johnston will attend and have Whisper Conner be in the office for the week. She also mentioned there is a training in Gering on October 30 from 9:30 to 3 and asked the trustees if they were interested please let her know and she would get them signed up. Barb also stated that she met with Kristy and Tim from the Hemingford Care Center today and with the closing of Good Samaritan in Alliance they are getting 5 new patients on the nursing care side and one on the assisted living. They are working on getting an additional 3 bed certification, with this addition they are needing to purchase a second penner whirlpool tub they will be getting estimates and will be coming to the next board meeting for the request for the ability to purchase a new whirlpool. Also, they are working on a care center specific employee handbook by the December or January meeting. They are getting ready to cut down the tree that is hanging over the street that received damage this summer. They are in the process of getting estimates to complete the work.

Discussion regarding the rubber mulch that will go on under the playground equipment at the park. This will need to be ordered by November 30, 2017. We need 517 bags to do 1 inch and there was a question as to whether this would fit into the budget if we are not awarded the grant money for the new equipment until March, and it was explained it would come out of the Lottery proceeds

Motion by Danner, Second by Hunter to purchase 517 bags of rubber mulch from Keep Alliance Beautiful for a total of \$5170.00. Half down at time of order (\$2585.00) all payments made will come from the Lottery Proceeds.  
Voting Aye: Danner, Wacker, Hunter, Annen, Novotny

Discussion regarding follow up to the September meeting with the landlord utility shut off process. A form was created that we modeled after City of Alliance to have clear direction without managing the properties. Kyle Huss added that at water school other municipalities added an extra fee for after-hours and holiday disconnects. Prices and snow bird were also discussed. A board member wanted to make prices consistent for all service changes. A resolution setting forth the fees will follow at the next meeting.

Motion by Danner, Second by Hunter to approve the Landlord Vacant Property agreement with removing the word Landlord and only using vacant property, changing the amounts to \$30.00 for disconnect and charging a fee of \$50.00 for after-hours and holiday disconnects.  
Voting Aye: Danner, Wacker, Hunter, Annen, Novotny

Upcoming events was presented by Melanie Johnston. We are very excited to have 13 businesses that have agreed to participate in Treats on the Streets on October 31, 2017 from 3:30 to 4:30. The flyer was shown. The other major event that is coming up is the Annual Tree Lighting on November 29, 2017. We are going to be doing a Fundraiser spaghetti

dinner for new Christmas decorations. Community wide caroling is also being planned with other details still being worked out.

Andy Forney from D.A. Davidson Fixed Income Capital Markets gave the board a packet showing what the interest rates would be for a 15-year Highway Allocation Fund Pledge Bond (2.882506%) or a 20-year Highway Allocation Fund Pledge Bond (3.217091%) and projected payments would be each year. A possible time line was also given to the board. Discussion regarding payoff, early payoff, potential start dates. The board gave direction to Andy to prepare a bond purchase ordinance setting forth nothing over 4% interest and nothing over \$1.2 million and he will send to Village Attorney to review.

Motion to adjourn at 8:42 pm by Annen, second by Novotny  
Voting Aye: Dannar, Wacker, Hunter, Annen, Novotny

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John Annen, Chairman

ATTEST:

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Melanie Johnston, Deputy Clerk

17-Oct-17	VILLAGE	
ALLIANCE CHAMBER OF COMM	VIEWERS	\$125.00
BANKCARD	SUP	\$294.24
BLOEDORN LUMBER	SUP	\$176.40
BLUFFS SANITARY	SUP	\$30.55
BYTES COMPUTER	CONTRACT SERVICE	\$24.65
CARQUEST	SUP	\$254.50
CASELLE	CONTRACT SERVICE	\$336.33
CENTER POINT LG PRINT	SUP	\$50.00
CENTURION TECH	CONTRACT SERVICE	\$50.00
CITY OF ALLIANCE	PUBLIC TRANSIT	\$1,000.00
EAGLE COMMUNICATIONS	ADV	\$20.00
FARMERS COOP	SUP	\$22.55
GARDNER LOUTZENHISER & RYAN	PRO FEES	\$1,709.65
HEARTLAND EXPRESS	MEALS	\$45.00
HEMINGFORD COOP TELEPHONE	PHONE	\$1,815.89
HUSS AUTO	REPAIRS	\$25.20

LARM	Ins	\$26,548.83
MOBIUS	INTERNET	\$25.00
NTO	CONTRACT LABOR	\$30.00
PETTY CASH	SUP	\$71.36
PHILLIPS F&T	SUP	\$269.50
PURCHASE POWER	POSTAGE SUP	\$148.42
SIMMONS OLSEN LAW FIRM	PRO FEES	\$1,858.00
STAPLES	SUP	\$82.86
STURDEVANTS	SUP	\$61.95
SUSIE CHEEK	CONTRACT LABOR	\$83.33
THE LEDGER	ADV	\$116.24
TRITLE PLUMBING	SUP	\$150.00
VIAERO	CELL PHONE	\$239.30
WESTCO	GAS	\$549.28
<b>PAYROLL</b>	PAYROLL	\$12,914.42
<b>PAYROLL</b>	PAYROLL	\$13,962.76
		<b>\$63,091.21</b>

17-Oct-17 **UTILITIES**

BANKCARD	SUP/TRAV	\$269.40
BLACK HILLS ENERGY	HEAT	\$160.92
BYTES COMPUTER	CONTRACT SERVICE	\$49.30
CARQUEST	SUP	\$254.50
CASELLE	CONTRACT SERVICE	\$672.67
CITY OF ALLIANCE	PUBLIC TRANSIT	\$2,000.00
COLT FRAHM	TRAV/MEALS	\$31.90
DHHS	WATER TESTING	\$15.00
EAGLE COMMUNICATIONS	ADV	\$40.00
FARMERS COOP	SUP	\$25.94
GARDNER LOUTZENHISER & RYAN	PRO FEES	\$3,419.30
H&H	TRASH HAULING	\$4,339.04
HEMINGFORD COOP TELEPHONE	PHONE	\$1,883.47
HUSS AUTO	REPAIRS	\$8.40
LARM	INS	\$13,409.16
JOHN DEERE FINANCIAL	SUP	\$74.89
KRIZ-DAVIS CO	SUP	\$1,105.21
KYLE HUSS	TRAV/MEALS	\$34.30
NPPD	PURCHASE POWER	\$54,857.83
NRWA	EDUCATION	\$360.00
NTO	CONTRACT LABOR	\$60.00
ONE CALL	CONTACT SERVICE	\$10.59
PETTY CASH	ADV	\$50.00
PHILLIPS F&T INC	SUP	\$269.50
PRINT EXPRESS	SUP	\$373.60
PURCHASE POWER	POSTAGE SUP	\$296.84
RABENS	SUP	\$10.03

SORENSEN IRRIGATION	SUP	\$210.20
STURDEVANTS	SUP	\$12.99
SUSIE CHECK	CONTRACT LABOR	\$166.67
SWANN	DISPOSAL	\$6,319.84
TEREX	SUP	\$123.33
THE LEDGER	ADV	\$232.46
USA BLUEBOOK	SUP	\$841.01
VIAERO	CELL PHONE	\$66.32
WESCO DISTRIBUTION	SUP	\$776.25
WESTCO	GAS	\$178.99

<b>PAYROLL</b>	PAYROLL	\$9,934.42
<b>PAYROLL</b>	PAYROLL	\$9,904.73
		<b>\$112,849.00</b>

**HCCC Claims**

**9/30/2017**

Adv Septic	Repair	\$898.00	
Aflac	Ben	\$485.24	
Allied Ins	Ins	\$1,761.08	
Bank Card	Sup	\$1,148.57	
Bernie's	Sup	\$97.74	
Black Hills	Heat	\$526.04	
Bloedorn	Sup	\$279.32	
Blue Cross	Ins	\$3,573.46	
Blue Stauta	Software	\$512.00	
Bluffs	Supplies	\$600.10	
Buds Pest	Cont Serv	\$524.00	
Compufact	Recruit	\$22.00	
Dave Randolph	Consult	\$300.00	
Dave's Pharm	Res Sup	\$153.77	Approval Only
Dish	Cable	\$291.49	
Ecolab	Sup	\$1,108.03	
Faris	Repair	\$527.61	
Harris Sales	Food	\$340.10	
HCIS	Dues	\$80.00	
Hemingford Tele	Phone	\$749.29	
Hemingford Utilities	Utilities	\$2,241.43	
Ideal	Serv Cont	\$126.90	
Karen Johnson	Consult	\$500.00	
McKesson	Res Sup	\$3,158.34	
NE Fire & Safety	Repair	\$497.50	
Northwest Resp	Res Sup	\$340.00	
NTO	Sup	\$382.62	

Peterson	Nursing Sup	\$67.20	
Pitney Bowes	Postage	\$33.14	
Pitney Bowes	Serv Cont	\$100.00	
QAA		\$9,709.00	
Rabens	Food	\$585.07	
Safe N Clean	Serv Cont	\$475.00	
Senior Insight	Consult	\$4,000.00	
Solutions EAP	Ben	\$73.70	
Stanley Health Care	Repair	\$148.70	
Thompson CO	Food	\$5,487.37	
UIC Connect	Unemployment	\$730.00	
United Healthcare	Ins	\$6,480.22	Approval Only
United Heartland	WC	\$4,093.00	
Westco	Vehicle	\$225.10	
Total Claims		\$53,432.13	
Payroll	5-Sep	\$43,745.70	
Payroll	20-Sep	\$43,137.16	
		\$140,314.99	