

# REGULAR MEETING MINUTES

VILLAGE OF HEMINGFORD BOARD OF TRUSTEES

April 16, 2024-6:00pm

700 Box Butte Ave. Hemingford, NE. 69348

**Zoom Virtual Meeting information**

**Meeting ID 86731227896Passcode 534004**

Pledge of Allegiance

Opening prayer by – Jake Frost

Public Open Meeting Act poster location was pointed out on the north wall of Council Chambers located at the Village office.

Meeting called to order at 6:00 p.m.

Present: Novotny, Mahony, Hunter, Frost, Wacker

**Consent Calendar** items included the Minutes of the March 19, 2024 Regular meeting Claims against the Village of \$35926.39, Claims against the Utilities of 150,436.25. March 2024 Village Financial Statements and Bank Reconciliations reports. March 2024 Library Report.

**Motion** by Mahony, second by Frost to approve the consent calendar with the one correction adding \$140.00 to the claims against the Utilities making the total claims against the Utilities \$150,576.25.

**Voting Aye:** Novotny, Mahony, Hunter, Frost, Wacker

**Discussion and possible action:** Don Dye of MC Schaff and Associates presented the final engineers cost estimate for the 2024 Hemingford Street Project Phase 1 in the amount of \$2,713,600.00. The project is ready to go out for bid, required advertisement will be scheduled and bid packets delivered to area contractors that have expressed interest in the project. Bids will be collected for 3 weeks and opened on May 15, 2024 with Mr. Dye providing a recommendation to the board at the May 21, 2024 meeting of the Board of Trustees.

*\*Because Village Attorney Stobel had not arrived, Chairman Wacker moved agenda item #6 to this position on the agenda\**

**Discussion and possible action:** Payout of employee accrued sick time. Trustee Hunter suggested a policy to payout employee accrued sick time based on the retirement of an employee. It was stated that the payout of sick time after, for example, ten (10) years of service would be an incentive to not use paid sick time as extra vacation days. A majority of the Board would prefer that a sick time payout policy apply to anyone that has accrued hours upon resignation in good standing and have been an employee of the Village for at least 10 years. Chairman Wacker directed Attorney Stobel to prepare a policy for approval at the May 21, 2024 meeting of the Village Board.

**Discussion and possible action:** The Hemingford Development Corporation Board, (manages Wheatridge Apartments) addressed the Board, with concerns for the future of the apartment complex. The Board is aging, and has trouble finding individuals willing to sit on the Board, and is burdened by the high costs of maintaining the apartments. 3 years ago, rents were not being collected correctly, and 5 of the 16 apartments were uninhabitable. Right now, all 16 apartments are rented with stable tenants. Most of all

the remodel work has been done by the Board. A new manager was hired, and the rents are currently collected and the building has been updated as required. Bills and invoices are paid on time and there are funds in the operating fund. Wheatridge consists of low income-based rentals subsidized by the USDA. There are outstanding USDA loans that total approximately \$400,000, and are paid with a monthly payment of \$52. Because the Hemingford Development Corporation is a non-profit corporation, but not a tax-exempt 501-C3, they still pay property taxes. Due to prior issues getting the insurance premiums paid on time, Wheatridge was dropped after a roof claim and have had to resort to a very high premium policy. These large expenses along with the difficulty of finding Board members that are willing and able to help with remodels and cleaning has led the Hemingford Development Corporation to ask for some help from the Village of Hemingford. If at all possible, they would like to see Wheatridge Apartments drawn under the Village umbrella. Chairman Wacker directed the Village Administrator and Attorney Stobel to research the options and report back to the Board at the next meeting.

**Discussion and possible action:** Hemingford Volunteer Fire Department update. The interlocal agreement between the Hemingford Rural Fire Protection District, Hemingford Volunteer Fire Department and the Village of Hemingford has been signed by all three entities, however, after the fact Alliance Fire Department has changed the rate for ALS calls, and will be billing the Hemingford Department \$400 for each ALS intercept trip that was not reflected in the original interlocal agreement. The new ALS intercept rate would be \$1,520. The Hemingford Village Board agreed that this was a necessary change and that the agreement would be signed with this change in charges. There have been no roster changes and the new billing company is getting bills out within 24 hours. Year to date there have been 7 fire calls and 42 EMS calls. Still have one member going to Scottsbluff for EMS training, two going to Bayard for training, two more that were red card certified, still busy with lots of training and fire school coming up in a month - Barb Keegan  
**Motion** by Hunter, Second by Mahony to approve the revised interlocal agreement with the increase ALS emergency rate.

**Voting Aye:** Novotny, Mahony, Hunter, Frost, Wacker

**Discussion and possible action:** 604 Park Ave. is looking 100% better than prior to abatement, Jacob Rogers reported working on the two trailers that he owns, that were abated. Jacob's mobile homes are being repaired and cleaned up and as far as Hemingford Code Enforcement Officer is concerned mobile homes #1 and #9 are now in compliance. However, if these become out of code, the abatement process will be continued. As far as mobile home #3 notice of abatement and removal will be given provided the owner can be located. Mr. Rogers will give a progress update at the next meeting.

**Discussion and possible action:** West side of the 800 block of Box Butte Ave. alley paving. It is the opinion that this project should be budgeted in the 2024/2025 Village budget. At that time, we should still be able to piggyback on the street project and save mobilization costs, and the addition project planned by Panhandle Public Health will be completed. Utility Superintendent and Administrator were directed to make sure that this item is in the 2024/2025 budget

**Discussion and possible action:** Location and drilling of a new test well. The quote for a new test well is \$48,674.50. Utility Superintendent and MC Schaff are evaluating the property owned by the Village on the west side of Roland Street north of the storage building owned by Mobius.

**Motion** by Mahony, Second by Hunter to approve and accept the quote of \$48,674.50 from MC Schaff for a new test well.

**Voting Aye:** Novotny, Mahony, Hunter, Frost, Wacker

**Discussion and Possible action:** A new Bobcat Toolcat was purchased from Big Iron Auctions in the amount of \$23,966 and another \$1,000 for shipping, keeping the cost well below the approved amount of \$50,000. It is working great and our attachments all fit. Should there be other attachments needed, these will be budgeted in the next year's budget.

**Discussion and Possible action:** The Village Administrator is asking for an increase in purchasing limits for both the Administrator and the Utility Superintendent. Rising costs make it difficult at times to stay within the current spending limits for non-budgeted but necessary and emergent expenses set by motion several years ago at \$2,000 for the Administrator and \$1,000 for the Utility Superintendent. Asking to raise the limit to \$10,000 for the Administrator and \$5,000 for the Utility Superintendent.

**Motion** by Frost, Second by Novotny to increase the spending limit on emergent or non-budgeted but necessary purchases to \$10,000 for the Administrator and \$5,000 for the Utility Superintendent.

**Voting Aye:** Novotny, Mahony, Hunter, Frost, Wacker

**Utilities Department Report:** Primary Electric project east of town at Larry Amick's residence nearly done, park cleanup for Easter, Josh and Austin will be in Sidney for training in May, Seth will be in North Platte for wastewater training April 16-18. Johnson Service will be here soon to repair a break in the sewer line south of the Care Center and will have them do their annual line service at that time to save mobilization. The last spring storm took down several trees, branches and power poles. The poles have been replaced and 4 electric service lines repaired and most of the branches and debris have been cleared -Kyle Huss

**Discussion and Possible action:** Transformers were purchased from Sidney and were a bit more expensive than thought, but still a great deal. Total cost for 8 transformers was \$24,000 which is equal to \$25 per kva, a rebuilt transformer is approximately \$50 per kva and has a 6–8 month wait time.

**Splash Pad Update:** No updates

**Administrators Report:** Clerk school was very good and full of useful information, was on sick leave April 8, 2024 – April 12, 2024., Box Butte County Sheriff's Office reports 16 service calls and 5 traffic stops. Had a discussion with Chris Gonzalez, CFO Vetus Foundation, regarding the monthly lease payments from the care center scheduled to begin the first week of June 2024, and how payment amount is calculated. -Barb Straub

**Code Enforcement Report:** for April there are 22 open cases and none that were closed. Worked with BBCSO on a dangerous dog at large. This case has been forwarded to the County Attorney. Code Enforcement would like the board to consider a vacant property registration, this would require the owners of vacant and abandoned property to register the property and pay a fee every year with the Village of Hemingford. This could make the owners more willing to clean up the property and make it livable or cause them to be willing to sell the property so that it could be developed. - Kyla Cotant  
Kyla was directed to research the vacant property registration further and report at a later meeting.

**Public Comment:** There were no comments or questions from the public.

**Motion** by Frost, Second by Hunter to go into executive session for the prevention or needless injury to the reputation of an employee to discuss a personnel matter.

**Voting Aye:** Novotny, Mahony, Hunter, Frost, Wacker

**Motion** by Novotny to return to regular session by Novotny and Second by Hunter at 8:26.

**Voting Aye:** Novotny, Mahony, Hunter, Frost, Wacker

**Motion** by Hunter, Second by Novotny to adjourn at 8:27pm., as no further action was necessary at this time.

**Voting Aye:** Novotny, Mahony, Hunter, Frost, Wacker

ATTEST:

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Richard Wacker, Chairman

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Barb Straub, Village Clerk

Not Yet Approved