

REGULAR MEETING MINUTES
VILLAGE OF HEMINGFORD BOARD OF TRUSTEES
April 20, 2021-6:00pm
700 Box Butte Ave. Hemingford, NE. 69348
Zoom Virtual Meeting information
Meeting ID **845 8550 1669** Passcode **336737**

Pledge of Allegiance

Opening prayer by -Jake Frost

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

Present: Frost, Wacker, Annen, and Planansky

Absent: Novotny

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

Consent Calendar items included the minutes of the March 16, 2021 regular meeting. Claims against the Village of **\$42560.25**, Claims against the Utilities of **\$71941.46**, Claims against the Hemingford Community Care Center of **\$125341.12**. March 2021 Village Financial Statements and bank reconciliation reports. March 2021 Library Report. Hemingford Chamber of Commerce 700 block of Box Butte Ave. Street Closure request for June 25, 2021.

Motion by Wacker second by Frost to approve the consent calendar as read.

Voting Aye: Wacker, Planansky, Frost, Annen.

Absent: Novotny.

Discussion and possible action: Hemingford Jr. and Sr. High School students explained the purpose of the Hope Squad. The Hope Squad is a peer-to-peer suicide prevention program. Hope Squad members are nominated by their classmates as trustworthy peers and trained by advisors. Students learn to recognize signs and symptoms of anxiety and depression. The program is designed to reduce youth suicide through education, training and peer intervention. The Students are asking for community awareness and partnership in helping to reduce youth suicide. A proclamation stating a partnership and awareness between the Village of Hemingford and the Hemingford Hope Squad was read and can be seen at the village office.

Motion: Planansky, second by Wacker to approve the proclamation as read.

Voting Aye: Wacker, Planansky, Frost, Annen

Absent: Novotny

Discussion and possible action: Box Butte County roads department will be working on resurfacing County Road 70 from the north corporate limits of the village to the county line. Barb Keegan suggested that if the village wanted to do the resurfacing from the corporate limits south to the railroad tracks this would be a good time to piggy back on to their project, saving mobilization charges and receiving the same pricing on material as the county has already contracted. Barb Keegan will take care of putting the orders in and getting the supplies and material needed for the project. The contractors will then bill the Village separately from the county. This project is a part of the village of Hemingford - & 6-year program, and the funding for this project would come from the Highway Allocation funds received from the state of Nebraska. The total project should be near the \$15,000 mark.

Motion by Frost, second by Wacker to resurface the street, from the railroad tracks north on Box Butte Ave. to the village corporate limits, piggy backing on the county who is resurfacing from the corporate limits north to the county line, allowing Box Butte County Roads department to make all the contractor and material selection. Payment for the project will come from the State Highway Allocation funds.

Voting Aye: Wacker, Planansky, Frost, Annen

Absent: Novotny

Discussion and possible action: Village Audit- no discussion or action taken.

Discussion and possible action: Due to the fact windows explorer will no longer be in existence in the fall of 2021 and the electronic medical record system at the care center operates on explorer it is necessary to upgrade the current system and set up a new platform on Windows Chrome or Edge. Current system is Well Sky and is very user friendly and would like to continue with this company. EMR's are required and would be more costly to move to another company. The quoted bid would also include a financial module virtually eliminating QuickBooks except for payroll. Well Sky felt that we would be able to integrate approximately 90% of current data. Leaving only 10% that would need to be hand entered. With time restraints getting started with this project sooner rather than later is preferred. WellSky will work with payment plans allowing for monthly budgeting.

Motion by Wacker, Second by Planansky to approve the purchase as a new EMR system/platform and integration of data as quoted by WellSky quote adding the financial module to the system.

Voting Aye: Wacker, Planansky, Frost, Annen

Absent: Novotny

Discussion and possible action: Approval of Hemingford Community Care center Employee Handbook updates. No action taken Suggested that Cathy work with Libby on the wording on the policies and return with the updates at a later date.

Discussion and possible action: Trustee Novotny, and Wacker met with Barb, Dusty, and Libby to discuss wants and needs that we would like to see in a potential contract for service with the Box Butte County Sheriffs Department. The thought is 24 on duty hours dedicated to Hemingford. The days that we are looking at would be Saturdays, Sundays, and Mondays. Deputy Sutphen will work on a sample schedule to see how our request could possibly work out with their current staff. Information only no action taken.

Discussion and possible action: The Hemingford Planning commission heard a request for a special use permit at 420 Cheyenne, the property had been New Image Salon and held its own special use permit. A permit would be required to operate a business in a residentially zoned district. The new owner of the property operates a Child Care Facility and presented a petition of support from neighboring residents for the business. Planning Commission member Kyle Huss reported to the board that is the recommendation of the planning commission that a special use permit be granted to Sarah Lilley for the operation of Little Garden Child Care at 420 Cheyenne Ave. Hemingford NE. for as long as she continues to own the property and operate a Child Care Facility.

Motion by Planansky, Second by Wacker to approve the special use permit for Sarah Lilley/Little Garden Child Care at 420 Cheyenne Hemingford NE.

Voting Aye: Wacker, Planansky, Frost, Annen

Absent: Novotny

Discussion and possible action: Annual evaluation of Barb Straub Village Administrator. Trustee Wacker, and Frost met with Straub to review her performance evaluation by board members. The evaluation was really good, future goals, wants and needs were discussed. Barb has not had a pay increase in 2 years. The recommendation of Wacker and Frost is to increase Barb Straub's Salary to \$65,000 per year. This salary would be at the top end of the scale when looking at statewide salary surveys.

Motion by Wacker, Second by Planansky to accept the recommendation and increase the Administrators salary to \$65,000 per year.

Voting Aye: Wacker, Planansky, Frost, Annen

Absent: Novotny

Hemingford Community Care Center Report: Census is 21 on the Nursing Home side and 9 on the Assisted Living side. Still looking for a charge staff person for nights either LPN or RN to be finished with agency staffing. State Survey team has been in the facility and off for two days waiting to return to complete the survey. Service agreements have been

signed for the generator but the call light system was not signed, there was no benefit to paying for the service agreement, there were no discounts for parts or service rates. -**Cathy Snyder**

Utilities Department Report: We have been cutting down and trimming trees in the park, planning out and starting a couple of Electrical line work projects. We have been preparing for summer getting equipment ready for the season. –
Kyle Huss

Administrators Report: Sandhills State Bank CD rolled over on 4/5/2021 interest rate is currently at .5500% and the value of the CD is \$52382.35, a bond interest payment of \$1212.50 was made on 4/15/21. A bad debt amount of \$6303.89 was written off the utility books. The written off amount is all in collections at this point. Land and Park grant administration training will be on Monday April 26, this is the first step towards getting the grant funds for the splash pad project. Ammie is planning several fundraising events to benefit the Splash Pad. There has been one reservation for the use of the park for a graduation party on the 15th of April.

Motion to adjourn at 7:38 by Wacker, second by Planansky

Voting Aye: Wacker, Planansky, Frost, Annen.

Absent: Novotny

John Annen, Chairman

ATTEST:

Barb Straub, Village Clerk