

MEETING MINUTES
VILLAGE OF HEMINGFORD BOARD OF TRUSTEES
Regular Meeting
August 18, 2020 6:00pm
700 Box Butte Ave. Hemingford NE. 69348
308.487.3465

Pledge of Allegiance

Opening prayer by Lori Dannar

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

Present: Thomas, Planansky, Wacker, Novotny, and Annen

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 July 21, 2020 regular meeting and minutes of August 11, 2020 Budget Workshop. Claims against the Village of \$43907.16, Claims against the Utilities of \$96206.30, Claims against the Hemingford Community Care Center of \$151433.26. July 2020 Village Financial Statements and bank reconciliation reports. July 2020 Library Report. Application #9 from KL Wood in the amount of \$100724.35 and MC Schaff Engineering Services invoice in the amount of \$2827.50 were removed from the consent calendar.

Motion by Wacker, second by Planansky to approve the consent calendar as read removing items (g.) KL Wood application for payment #9 in the amount of \$100724.35 and (h.) MC Schaff Engineering services invoice in the amount of \$2827.50

Voting Aye: Thomas, Planansky, Wacker, Novotny and Annen.

Discussion and possible action: Presentation of the Village of Hemingford September 30, 2019 audit by Jim Gardner. The audit presentation has been held up by the Hemingford Community Care Center, in waiting for that audit to be complete. It is now complete and both the care center and the village audits have been filed with the State Auditor's Office. Gardner said that the village continues building financial strength every year. Separation of duties due to the size of staff and the feasibility for the village to have a CPA on staff to prepare the financial statements are a couple of things that will always be seen on the audit due to the size of the staff and village. Overall, the village is in good financial health. There are a few concerns at the care center that are being addressed and cleaned up but will need to be monitored.

Motion by Novotny, Second by Wacker to approve the Village of Hemingford September 30, 2019 Financial Audit.

Voting Aye: Thomas, Planansky, Wacker, Novotny, and Annen.

Discussion and possible action: Creating a sinking fund type of savings account for both the village and the utilities department to be used for the replacement, repair, and upgrade of equipment. The Police department Chief and the Utilities department Superintendent will create a replacement and upgrade schedule.

Motion by Wacker, Second by Thomas to create a sinking fund account budget line item of not more than \$30,000 in the village general fund and the utilities electric fund

Voting Aye: Thomas, Planansky, Wacker, Novotny, and Annen.

Discussion and possible action: Ammie Frost reported to the board that she had contacted a company regarding the building of a splash pad at the Hemingford Pool. The company is Commercial Recreation Specialists that have an office in Omaha NE. with a commitment of the board to move forward with the project CRS will create 3D plans to build and install the pad. CRS will work closely with Ammie and several others that have volunteered to work on this project, to make the splash pad what the village wants and fit the size and needs of the community. Ammie is also asking the boards permission to research and apply for grants that might help the project become a reality.

Motion by Novotny , Second by Planansky to commit to the project “Village of Hemingford Splash Pad” and to allow the research and pursue, grants, as well as other fundraising activities for additional project funding.

Voting Aye: Thomas, Planansky, Wacker, Novotny, and Annen.

Discussion and possible action: Trustee Novotny explored the possibility of planning a pollinator field at the Hemingford Solar Array. Novotny would like to plant wild flowers and native grasses that will bloom and blossom at different times attracting bees and butterflies to the site. Novotny finds the idea of restoring the area and creating a habitat for the bees and butterflies attractive. To seed a pollinator field under the solar panels would be an approximate cost of \$9000 to the village. Trustee Annen and Trustee Wacker both pointed out that native grasses are already growing back, and was concerned that the established grasses would over take the newly seeded wild flowers and grasses, which would then need to be replanted. It was also discussed if it was the right time of the year to consider new planting, wondering if flowers would be established enough to withstand winter. **NO ACTION TAKEN AT THIS TIME.**

Hemingford Police Department Report: Nothing to report at this time. -**Chief Bryner**

Utilities Department Report: Superintendent Huss was out sick and upon his return to work will contact each board member to see if there are questions that need answered and give them a brief update on the projects completed in the past month. -**Kyle Huss**

Discussion and possible action: Cemetery well repairs and potentially using the Perpetual Care funds for the repairs, only one quote was received at the time there are others pending. **NO ACTION TAKEN AT THIS TIME.**

Administrators Report: Budget workshop with CPA Jim Gardner is set for August 24, 2020, Highway Allocation Funds have been released, as a result of the audits for the care center and the village being filed at the state, in the amount of \$22,686.18. Street Project Financials are nearly complete waiting on the final payment application from KL Wood and invoice from MC Schaff.

Hemingford Community Care Center Report: There are 10 on the assisted living and 20 residents on the nursing home side, there has been one new admit last week and there will be another next week, lock down continues as do the 1-3 video meetings weekly with Covid 19 updates. Family visitors are allowed outside with resident and a staff person present. Currently looking for 2 full time and 1 part time LPN, 2 full time and 1 part time CNA, 1 full time Med Aide, 2 full time cooks. The big bus has been sold to the ARC in Alliance for \$3900. Cathy Snyder Acting Administrator while Lori continues to work towards her certification has been hired to fill several roles at the care center. Cathy has 20 years of experience. Cathy was looking to make a change and intends to remain with our facility until her retirement in 2 to 2.5 years. She will continue to mentor Lori and help her learn and ultimately gain her administration certification, she will also help with RN coverage on the floor, train staff, conduct CNA courses, prepare, rewrite, and tweak policies required. The facility is currently spending close to \$18000 monthly on agency staffing by bringing Cathy on we are looking at being able to cut that amount in half. At this point if we did not bring Cathy on we would probably be looking for a consulting firm, to help. With all the requirements and restrictions due to Covid19 there is no way that every one can keep up and all are becoming overwhelmed. Cathy will be able to fill the needs that a consulting company would fill. -
Lori Dannar

Discussion and possible action: The care center is needing a new commercial washing machine. The current machine is over 20 years old and has been repaired and parts pieced together for so long that parts are no longer made for it. Quotes attached is for \$11570 and is an eligible expense for the use of the Cares Act funding received by the facility.

Motion by Wacker Second by Thomas to allow the care center to purchase a new commercial washing machine in an amount up to \$14,000 using the Cares Act funding.

Voting Aye: Thomas, Planansky, Wacker, Novotny, and Annen.

Motion to adjourn at 7:16 by Wacker, second by Thomas

Voting Aye: Thomas, Planansky, Wacker, Novotny, and Annen.

John Annen, Chairman

ATTEST:

Barb Straub, Village Clerk