

MEETING MINUTES
VILLAGE OF HEMINGFORD BOARD OF TRUSTEES
Regular Meeting
December 15, 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: Novotny, Wacker, Planansky, and Annen

Absent: Thomas

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

The oath of Office was read by each of the newly elected Village Board of Trustee Members, Jake Frost, Lynda Novotny, and Richard Wacker. Each of the members then took their seat at the board table. John Annen welcomed the members and thanked Marcie Thomas for her service to the community.

Reorganization of the Village Board of Trustees

In a motion by Novotny, and second by Planansky John Annen was nominated as Chairman. As there were no other nominations or discussion, vote was taken

Voting Aye: Frost, Planansky, Wacker, Novotny

Abstaining: Annen

In a motion by Novotny, and second by Planansky Richard Wacker was nominated as Vice Chairman. As there were no other nomination or discussion, vote was taken

Voting Aye: Frost, Planansky, Novotny, Annen

Abstaining: Wacker

Consent Calendar items included the minutes of the November 17, 2020 regular meeting. Claims against the Village of \$51,969.24, Claims against the Utilities of \$72,443.01, Claims against the Hemingford Community Care Center of \$124,870.85. November 2020 Village Financial Statements and Bank Reconciliation reports. November 2020 Library Report. Approval of appointment of Dave Randolph to the Hemingford Community Redevelopment Authority for a 5-year term. Approval of appointment of Village of Hemingford Administrator/ Clerk-Treasurer - Barb Straub. Approval of appointment of Village of Hemingford Marshall- Dusty Bryner. Approval of Village of Hemingford Attorney- Simmons, Olsen Law Firm, PC. – Libby Stobel. Approval of appointment of Village of Hemingford Engineering Firm- MC Schaff & Associates. Approval of Resolution 2020-06 for the Appointment of Bank of the West as the village Depository. Approval of Resolution 2020-07 for the Appointment of Jeff Wolfe of MC Schaff & Associates as Street superintendent. Approval of the reappointment of Library Board members Tresa Goss, April Delsing, Joni Frahm, Sue Hemmings, and Barb Nikont. Approval of reappointment of the Village of Hemingford Board of Health to consist of the Village of Hemingford Chief of Police, Village Board of Trustees Chairman, and the Director of Nursing at the Hemingford community Care Center. Approval of payment to CRA Storefront Improvement Grant recipients Buchheit Precision, Lux Salon and The Body Shop in the amount of \$1,000.00 each.

Motion by, Wacker **second by** Frost

Voting Aye: Frost, Planansky, Wacker, Novotny, and Annen

Hemingford Volunteer Fire department annual report, Chief Shad Bryner reported that department has 30 member and there is potential that 2 members will become EMT's they are taking classes. There was a total of 106 EMS calls, 43 Fire

calls and 47 other events such as trainings, standbys or mutual aid. The department is looking at replacing the 1985 GMC pumper truck.

Discussion and possible action: Approval of Resolution 2020-08 appointing a representative to the Solid Waste Agency of Northwest Nebraska Board of Directors, (SWANN).

Motion by Novotny, Second by Planansky to approve Resolution 2020-08 appointing

Trustee Wacker as the representative to the Solid Waste Agency of Northwest Nebraska Board of Directors, (SWANN).

Voting Aye: Frost, Planansky, Novotny, and Annen

Abstain: Wacker

Discussion and possible action: Approval of Resolution 2020-09 appointing a representative and alternate to the Public Alliance for Community Energy Board of Directors, (PACE).

Motion by Wacker, Second by Novotny to approve Resolution 2020-09 appointing Trustee Frost as the representative and Trustee Planansky as alternate to the Public Alliance for Community Energy Board of Directors, (PACE).

Voting Aye: Wacker, Novotny, and Annen

Abstain: Frost, Planansky

Discussion and possible action: Approval of Resolution 2020-10 appointing a representative and alternate to the Member's Council of the Nebraska Municipal Power Pool, (NMPP).

Motion by Planansky, Second by Novotny to approve Resolution 2020-10 appointing Trustee Frost as representative and Trustee Wacker as alternate to the Member's Council of the Nebraska Municipal Power Pool, (NMPP).

Voting Aye: Planansky, Novotny, and Annen

Abstain: Frost, Wacker

Discussion and possible action: approval of Resolution 2020-11 appointing a representative and alternat to the Box Butte Development Corporation Board of Directors, (BBDC).

Motion by Planansky, Second by Novotny to approve Resolution 2020-11 appointing Administrator Straub as representative and Trustee Wacker as alternate to the Box Butte Development Corporation Board of Directors (BBDC)

Voting Aye: Frost, Planansky, Novotny, and Annen

Abstain: Wacker

Discussion and possible action: Approval of Resolution 2020-12 appointing a representative and alternate to the Panhandle Area Development District Board of Directors, (PADD).

Motion by Novotny, Second by Frost to approve Resolution 2020-12 appointing Trustee Annen as representative and Trustee Wacker as alternate to the Panhandle Area Development District Board of Directors, (PADD).

Voting Aye: Frost, Planansky, Novotny,

Abstain: Annen, Wacker

Discussion and possible action: Approval of Resolution 2020-13 appointing a representative and alternate to the Nebraska Public Power District Board of Directors, (NPPD).

Motion by Planansky, Second by Novotny to approve Resolution 2020-13 appointing Trustee Annen as representative and Trustee Wacker as alternate to the Nebraska Public Power District Board of Directors.

Voting Aye: Frost, Planansky, Novotny,

Abstain: Annen, Wacker

Discussion and possible action: Approval of Resolution 2020-14 appointing a representative and alternate to the League Association of Risk Management, (LARM)

Motion by Wacker, Second by Frost to approve Resolution 2020-14 appointing Trustee Novotny as representative and Trustee Planansky as alternate to the League Association of Risk Management, (LARM)

Voting Aye: Frost, Wacker, Annen

Abstain: Novotny, Planansky

Discussion and possible action: Approval of Resolution 2020-15 appointing a representative and alternate to the Box Butte County E-911 Emergency Communication Advisory Board.

Motion by Wacker, Second by Planansky to approve Resolution 2020-15 appointing Trustee Annen as representative and Trustee Novotny as alternate to the Box Butte County E-911 Emergency Communication Advisory Board.

Voting Aye: Frost, Planansky, Wacker

Abstain: Annen, Novotny

Discussion and possible action: Approval of Holiday incentives/bonuses using Covid funds for the employees at the Hemingford Community Care Center. The facility was awarded extra Cares Act funds for keeping the facility Covid Free, which is largely in part due the diligence of the employees. The total cost of Hemingford Chamber Bucks (\$150 per employee) would be \$6,750.00.

Motion by Wacker, Second by Novotny to use Covid Cares Act funds to purchase \$150.00 in Hemingford Chamber Bucks for each employee at the Hemingford Community Care Center for a total amount of \$6750.00

Voting Aye: Frost, Planansky, Wacker, Novotny, and Annen

Discussion and possible action: Approval of Holiday incentives/bonuses for the Village employees. This benefit was budgeted and the amount would be \$2,065.00 that is \$250.00 for each of 7 full time employees, \$125.00 for the Library Director and \$75 for each of the 2 assistant librarians and a \$40.00 processing for the gift cards.

Motion by Novotny, Second by Wacker to approve the expenditure for incentives/bonuses for the Village employees in the amount of \$2,065.00

Voting Aye: Frost, Planansky, Wacker, Novotny, and Annen

Discussion and possible action: Approval of the Mutual Aid Agreement between the Village of Hemingford and the Box Butte County Sheriff's Office for the purpose of providing law enforcement assistance within the jurisdiction of the village of Hemingford as requested by the Village of Hemingford Police Department. There have been times when the Hemingford Police Department have been short handed due to: office time off, trainings, or understaffed and have needed the Sheriff's Office to provide assistance. There also have been times when Hemingford officers were requested to help the county department. It would be prudent to have an official Mutual Aid Agreement between the two agencies.

Motion by Wacker, Second by Frost to approve the Mutual Aid Agreement as prepared by Box Butte County Attorney, Terry Curtiss.

Voting Aye: Frost, Planansky, Wacker, Novotny, and Annen

Discussion and possible action: Approval of Resolution 2020-16 for the Year-End Certification of the City Street Superintendent 2020 as required by the State of Nebraska Department of Transportation.

Motion by Novotny, Second by Planansky to approve Resolution 2020-16 for the Year-End Certification of the City Street Superintendent for the year 2020

Voting Aye: Frost, Planansky, Wacker, Novotny, and Annen

Discussion and possible action: Approval of the Nebraska Department of Transportation Highway Maintenance Agreement for calendar year 2021. The terms of the agreement remain the same as the past year, the village is responsible for snow removal and minor repairs (with permission and until state crews are available to complete repairs) in turn the state will pay the village \$3,151.80

Motion by Frost, second by Wacker to approve the Nebraska Department of Transportation Highway Maintenance agreement for Calendar year 2021.

Voting Aye: Frost, Planansky, Wacker, Novotny, and Annen

Discussion and possible action: Use of “My Board Packet” software for the transmission of monthly meeting packets. This software is secure for the transmission of Village board packets. Packets can be archived for approximately 2 years. All board meeting materials would be available to board members for an unlimited time. The software could be used for all meetings and has no limit on the number of users we have a cap on the amount of data that can be housed in the cloud but that can be monitored by the system admin with every log in and moved to an external hard drive as needed to prevent overage charges. The added bonus of paper reduction is the underlying theme that this board has worked toward becoming a “greener” more environment friendly community. The cost of the software is \$200.00 monthly. This subscription could be canceled at any time. Board members agreed that it was a very user-friendly program and is better than using e-mail for the transmission of Village materials, and the security is a big plus. Trustee Planansky said that she did not see this as a need but rather a want and thought it would be better revisited in the fall of 2021 during the budget process.

Motion by Novotny, Second by Wacker to approve the subscription to My Board Packet for use in transmitting board packet materials and other village information to the board members at a cost of \$200.00 per month and cancelling the service if at some time the cost was more than what the board felt was affordable.

Voting Aye: Frost, Wacker, Novotny, and Annen

Voting Nay: Planansky

Discussion and possible action: Review of Ordinance #803 in regards to the parking of Trailers and recreational vehicles during the months of November 1 thru April 1 of any year. Trustee Novotny told the board she had seen several vehicles that seem to be in violation of this ordinance and ask that Chief Bryner address the issue and let the board know what the status is on the numerous violations. Chief Bryner stated that he has spoke with the owners and have commitments from them to move the vehicles and clear the streets for the eventual snow removal processes. Trustee Novotny thanked Bryner for making the efforts to get the vehicles moved and ask that he keep on them until they are moved.

Discussion and possible action: With a new board member and one leaving the board we need to change the signature cards on the village accounts. We need to add new Trustee Frost, and remove Trustee Thomas from the signature card on all Village of Hemingford accounts. Trustee Planansky thought that it would be better to not have all the Trustees on the signature cards, and would like to consider the use of a signature stamp for the Chairman with their permission. Attorney reminded the board that the only thing for consideration at this time was adding Jake Frost to the signature cards and removing Marcie.

Motion by Planansky, Second by Novotny to add Jake Frost to the signature cards at Bank of the West and remove Marcella Thomas from all accounts.

Voting Aye: Frost, Planansky, Wacker, Novotny, and Annen

There were no questions for the department heads regarding their written reports.

Welcome to Libby Stobel, thank you for working for our Village.

Motion by Planansky, Second by Planansky to adjourn at 6:48pm

Voting Aye: Frost, Planansky, Wacker, Novotny, and Annen

John Annen, Chairman

ATTEST:

Barb Straub, Village Clerk