

MEETING MINUTES  
VILLAGE OF HEMINGFORD BOARD OF TRUSTEES  
February 21, 2017

Pledge of Allegiance and opening prayer

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

Present: Dannar, Wacker, Hunter, and Novotny

Absent: Annen

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

Motion by Hunter second by Wacker to excuse John Annen from the meeting.

Voting Aye: Dannar, Wacker, Hunter, Annen, and Novotny.

Consent Calendar items included the minutes of the January 17, 2017 regular meeting, claims against the Village of \$28890.66, claims against the Utilities of \$96094.32, and claims against the Hemingford Community Care Center of \$124943.23. Hemingford Community Care Center Variance and P&L reports.

Motion by Novotny, Second by Wacker to approve the consent calendar.

Voting Aye: Dannar, Wacker, Hunter, and Novotny.

Absent: Annen

Council opened the public hearing for the 1 and 6 Year Street Improvement Plan.

Mike Olsen of MC Schaff explained the necessity for the plan as well as some of the projects listed in the plan. He also stated that normal street maintenance is primarily what is in the one year portion of the plan.

Discussion and possible action: The Hemingford Chamber of Commerce would like permission to use the Village park for "A day in the Park".. Vendors will set up in the park on the same day as the County Fair Parade. Each vendor will pay a \$10.00 fee that is returned to the Chamber of Commerce in order to advertise the event. The Chamber also asks that the underground sprinklers be turned off the Thursday prior to the event to prevent soft and muddy ground.

Motion by Wacker and Second by Novotny to allow the Hemingford Chamber of Commerce to use the Hemingford public park for "A Day in the Park" Vendor event to be held on the same Saturday as the County Fair Parade from 9am to 4pm. A copy of the Chamber Liability Insurance will be provided to the Village Administrator.

Voting Aye: Dannar, Wacker, Hunter, and Novotny.

Absent: Annen

Crossroads Resources requested that the Village of Hemingford Proclaim March 2017 as Problem Gambling Awareness Month.

Motion by Novotny, Second by Wacker to accept the Proclamation making March 2017 as Problem Gambling Awareness Month.

Voting Aye: Dannar, Wacker, Hunter, and Novotny.

Absent: Annen

The Proclamation was then read by Lori Dannar.

Deb Finley Presented the Hemingford Library Annual Statistical Report. The board questioned the status of the automated door; Deb indicated that the funds are available and just waiting on the installation of the door and the hand rail.

Discussion and possible action appointing new members to the Library board. Letters requesting a position on the Library board have been received from Miki Cantrall, and Barbara Hennings.

Motion by Novotny, Second by Hunter to appoint Miki Cantrall and Barbara Hennings to the Library board.

Voting Aye: Dannar, Wacker, Hunter, and Novotny.

Absent: Annen

Discussion and possible action: AJ's has requested a Special Liquor License to serve alcohol at the Sorensen Customer Appreciation Party on February 20, 2017 at the Multi-Purpose Hall located at the Fairgrounds.

Motion by Hunter, Second by Novotny to approve AJ's owner Josh Hanson's request for a Special Liquor license to serve alcohol at the Sorensen Customer Appreciation Party on February 20, 2017 at the Multi-Purpose Hall at the Fairgrounds.

Voting Aye: Dannar, Wacker, Hunter, and Novotny.

Absent: Annen

Discussion and possible action: Derek Walker would like permission to cut a 14 foot section of the curb to construct a drive way into his side yard in order to store his camper off the street. Motion by Dannar Second by Wacker to approve a building permit that allows Derek Walker to cut the street curb pending inspection by Village personnel to locate utility services and with the understanding that the curb will be repaired by Derek and a sealant will be applied at the joint where the drive meets the existing street.

Voting Aye: Dannar, Wacker, Hunter, and Novotny.

Absent: Annen

Discussion and possible action regarding the wage for the Village Administrator.

Motion by Novotny, Second by Hunter to make the Village Administrator position a salaried rather than hourly paid position, with an annual salary of \$50,000.00.

Voting Aye: Dannar, Wacker, Hunter, and Novotny.

Absent: Annen

Patrick Hartman presented information about his new business, Flannel Bros., this is a tree trimming and removal service.

Doug Dykstra of Gen-Pro Energy presented information on the use of solar panels for the Village to help stabilize the cost of purchased electricity and would like to offer an assessment

for the Village. Board members will review the information and the item will be put on the March 21<sup>st</sup> agenda, for a motion to move forward with the assessment by Gen-Pro at no cost to the Village.

Discussion and possible action: review of bids for water tower cleaning. Mike Kesselring recommends accepting the bid from McGuire Iron on points 1 & 2. And rent a VFD for the duration of the project, for \$1500.00. No action was taken, pending review of the water department budget.

Discussion and possible action on the clarification of Village Employee Interview and Hiring processes. Board member Novotny ask, that while the hiring of employees is the responsibility of the Village Administrator, that members of the board have the opportunity for input, (information, opinions and recommendations) during the process.

Motion by Hunter, Second by Novotny to pass Resolution 2017-01 re: 1 &6 Year Street Improvement Plan.

Voting Aye: Dannar, Wacker, Hunter, and Novotny.

Absent: Annen

The council closed the Public Hearing for the 1 &6 Year Street Improvement Plan at 8:50pm.

Motion to adjourn the meeting at 8:55 pm by Dannar, Second by Wacker.

Voting Aye: Dannar, Wacker, Hunter, and Novotny.

Absent: Annen

	21-Feb-17	VILLAGE	
BANKCARD		SUP	\$308.66
BOMGAARS		SUP	\$319.96
		CONTRACT	
BYTES COMPUTER		SERVICE	\$38.32
		CONTRACT	
CASELLE		SERVICE	\$336.33
DEB FINLEY		SUP	\$19.63
DHHS-PUBLIC HEALTH		FEES	\$40.00
GARDNER, LOUZENHISER, & RYAN PC		PRO FEES	\$666.00
HEMINGFORD CHAMBER OF COMMERCE		DUES	\$16.67
HEMINGFORD COOP TELEPHONE		PHONE	\$421.68
HTMC		ADVERTISING	\$46.67
HUSS AUTO REPAIR		SUP	\$161.65
MOBIUS		PHONE	\$25.00
NATIONAL GEOGRAPHIC		SUP	\$23.90
NATIONWIDE		INS	\$377.00
NEBRASKA MUNICIPAL CLERK INSTITUTE		EDUCATION	\$393.00
NEBRASKA TOTAL OFFICE		SUP	\$33.32

PURCHASE POWER	SUP	\$28.54
RABENS MARKET	SUP	\$18.78
S&S LP GAS	HEAT	\$57.90
SIMMONS OLSEN LAW FIRM	PRO FEES	\$1,791.73
STAPLES	SUP	\$72.91
STURDEVANTS	SUP	\$43.26
	CONTRACT	
SUSIE CHEEK	LABOR	\$83.34
THE LEDGER	ADVERTISING	\$137.25
VIAERO	CELL PHONES	\$196.18
WESTCO	GAS	\$742.98
		\$12,123.1
<b>PAYROLL 1/19/17</b>	PAYROLL	6
		\$10,366.8
<b>PAYROLL 2/02/17</b>	PAYROLL	4
		<b>\$28,890.6</b>
		<b>6</b>

21-Feb-17

**UTILITIES**

BANKCARD	SUP	\$199.19
BLACK HILLS ENERGY	HEAT	\$1,381.74
	CONTRACT	
BYTES COMPUTER	SERVICE	\$76.63
	CONTRACT	
CASELLE	SERVICE	\$672.67
	WATER	
DHHS	TESTING	\$175.00
	CAPITAL	
DITCH WITCH	OUTLAY	\$4,119.50
GARDNER, LOUTZENHISER, RYAN PC	PRO FEES	\$1,332.00
	TRASH	
H&H	HAULING	\$4,249.19
HD SUPPLY	REPAIRS	\$2,328.64
HEMINGFORD CHAMBER OF COMMERCE	DUES	\$33.33
HEMINGFORD TELEPHONE	PHONE	\$302.99
HTMC	ADVERTISING	\$93.33
HUNTER SCHAFER	MISC	\$17.51
KRIZ DAVIS	SUP	\$1,058.77
	CONTRACT	
MIKE KESSELRING	LABOR	\$930.00
NEBRASKA TOTAL OFFICE	SUP	\$66.63
NORTHWEST PIPE FITTINGS	sup	\$198.46
NPPD	RENTAL	\$148.00

NPPD	POWER	\$51,145.4
ONE CALL	CONTRACT	2
PURCHASE POWER	SERVICE	\$1.86
RABENS MARKET	POSTAGE	\$57.08
SENSUS	SUP	\$108.21
SOLUTIONS	CONTRACT	
STURDEVANTS	SERVICES	\$1,665.98
SUSIE CHEEK	CONTRACT	
SWANN	SERVICES	\$73.70
THE LEDGER	SUP	\$239.08
USA BLUEBOOK	CONTRACT	
VIAERO	LABOR	\$166.66
WESTCO	TRASH	
<b>PAY ROLL 1/19/17</b>	DISPOSAL	\$5,987.70
<b>PAYROLL 02/02/17</b>	ADVERTISING	\$274.50
	WATER	
	TESTING	\$92.74
	CELL PHONES	\$105.18
	GAS	\$133.92
	PAYROLL	\$9,350.05
	PAYROLL	\$9,308.66
		<b>\$96,094.3</b>
		<b>2</b>

HCCC Claims 2/21/2017

Aflac	Benefits	\$	427.06
Bank Card			
Center	Supplies	\$	349.36
Hemingford			
Ledger	Advertising	\$	155.00
Bloedorn			
Lumber	Supplies	\$	63.60
Blue Stauta	Software	\$	512.00
Bluffs Sanitary			
Supply	Supplies	\$	386.59
Buds Pest			
Control	Service Contract	\$	44.00
Compufact	Recruitment	\$	88.00
Dave Randolph	Consultant	\$	300.00
Daves			
Pharmacy	Resident Supplies	\$	137.19
David Johnson	Professional Fee	\$	350.00
Dish Network	Cable	\$	179.29

Deluxe	Supplies	\$	684.27
Harris Sales	Food	\$	278.53
HCIS	Dues and Subs	\$	80.00
Hemingford			
Telephone	Telephone	\$	818.57
Hemingford			
Utilities	Utilities	\$	3,247.73
Ideal Linen	Service Contract	\$	104.92
Nebraska			
Healthcare	Dues and Subs	\$	160.00
Karen Johnson	Consultant	\$	500.00
McKesson	Resident Supplies	\$	2,804.51
Nebraska Total			
Office	Supplies	\$	276.33
Peterson Drug	Resident Supplies	\$	568.54
Pitney Bowes	Postage	\$	67.69
QBE	Work Comp Ins	\$	2,699.79
Rabens Market	Food	\$	515.25
Senior Insight	Consultant	\$	4,000.00
Black Hills			
Energy	GAS	\$	584.94
Standley			
Healthcare	Resident Supplies	\$	207.50
The Thompson			
Co	Food	\$	6,306.43
VSP Vision	Benefits	\$	49.18
Westco	Vehicle Expense	\$	218.85
Direct Supply	Supplies	\$	117.99
Nebraska Fire			
And Safety	Service Contract	\$	188.32
Stericycle	Service Contract	\$	196.26
Blue Cross Blue			
Shield	Insurance	\$	6,140.74
Bernie Supply	Supplies	\$	10.68
Pennar Patient			
Care	Supplies	\$	115.11
Ecolab	Supplies	\$	729.00
Faris Plumbing	Service Repair	\$	\$180.39
Nebraska Ag			
News	Marketing	\$	\$235.00
ACR Glass	Supplies	\$	\$74.68
Hansen's			
Locksmith	Service Repair	\$	\$160.00
Hemingford			
Chamber	Dues and Subs	\$	\$75.00

KAAQ	Recruitment	\$	\$198.00
Richard Wacker	Supplies	\$	\$19.99
RX Assurance	Supplies	\$	35.14
Solutions EAP	Benefits	\$	73.70

Total Claims 35,715.12

Payroll	5-Jan	\$	46768.62
	20-Jan	\$	42459.49

TOTAL \$ 124,943.23

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Chairman, John Annen

ATTEST:

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Barb Straub, Administrator/ Clerk-Treasurer