

MEETING MINUTES
VILLAGE OF HEMINGFORD BOARD OF TRUSTEES
Regular Meeting
July 21, 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 June 16, 2020 regular meeting and minutes of July 1, 2020 Special Meeting. Claims against the Village of \$61,183.47, Claims against the Utilities of \$97,694.87, Claims against the Hemingford Community Care Center of \$166,218.95. June 2020 Village Financial Statements and bank reconciliation reports. June 2020 Library Report. KL Wood application for payment 2020 #3 for the 2019/2020 Street Project in the amount of \$168,055.00 and MC Schaff Engineering Services invoice for 6/06/20 thru 6/15/20 in the amount of \$3,357.00, and MC Schaff Engineering Services invoice for 6/16/20 thru 7/10/20 in the amount of \$13,158.00. The appointment of Joni Frahm to the Hemingford Housing Authority Board replacing Teresa Goff, and street project progress notes from 6/16/20 and 6/30/20.

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

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

Discussion and possible action: Hemingford Community Redevelopment Authority (CRA) chairperson Riki Hunter requested up to \$10,000 in CRA budgeted funds in order to give eligible Hemingford businesses a grant of up to \$1,000, for the improvement of Storefronts... Application can be picked up at the village office or requested by e-mail. Applications need to be submitted by August 18th to the Village office. The Hemingford CRA will review the applications at the regular meeting on August 25 and award grants thereafter.

Motion by Novotny, second by Thomas to allow the Hemingford CRA to use, CRA budgeted funds up to \$10,000 to award storefront improvement grants to eligible Hemingford businesses up to \$1000 each.

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

Discussion and possible action: the Hemingford Community Redevelopment Authority (CRA) is requesting that a savings account for CRA funds be opened to hold village budgeted funds as well as any funds generated by CRA activities. Many CRA projects exceed the annual budgeted funds received by the village, the CRA would like to be able to save and build the funds so such projects are more attainable. After speaking with the Village attorney, and accountant, it is allowable to set up a savings account to be managed like any other of the village accounts by the Village Clerk/Treasurer. Village budgeted funds for the CRA would be transferred into the account at the beginning of each budget year, October 1, all account expenditures would require approval by the Village Board.

Motion by Thomas, second by Wacker to open a Community Redevelopment Authority (CRA) bank account, and transferring all village budgeted funds for the CRA to that account annually, on or about the 1st of October.

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

Hemingford Community Care Center Report: there are 11 residents on the Assisted Living side and 21 on the Nursing Home side. The Center remains on lock down and continue to have 1-3 video meetings weekly for Covid 19 updates and requirement changes. Outside family visits have started and requires one staff person to be present. The new wander guard system is in place and working great, the cost of the system was actually about \$12,000 less than anticipated and requested. There were no citations during the recent state infection control survey. Working toward starting new

admissions next week, there is a waiting list, and the facility is able to complete a new admission every 16 days following the current isolation guidelines. The mini-van has been sold and the proceeds of \$2000 was deposited into the center general account. The need for staff is ongoing, currently in need of full-time RN/LPN, CNA, Med Aide, Cooks and part-time LPNs and activity assistance. -**Lori Dannar**

Discussion and possible action: The Hemingford Community Care Center received \$140,000 from the Cares Act Provider Relief Fund. There are very specific Covid related expenses that these funds can be used for. It would be beneficial to open another bank account strictly for these funds and transactions. Governmental reporting and documentation will be clear and easily verified using a separate account. The account will be opened with the \$140,000 Cares Act check, transactions from the account will be approved by the village board via a separate claims list at each board meeting with an accurate account balance being reported. Checks from this account will require two (2) signatures either the Clerk/Treasurer and a Board member or two Board members.

Motion by Wacker, second by Novotny to open a separate Hemingford Community Care Center bank account for the Cares Act Provider Relief funds received by HCCC. The account will be opened at Bank of the West in Hemingford, requiring two signatures on all checks written from the account. Signatures will include the Board of Trustee members as well as the Clerk/Treasurer. Expenditures from the account will be reported to the Board of Trustees at each monthly regular meeting.

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

Utilities Department Report: The hydrant at Niobrara and Box Butte Ave has been repaired, the transformer at wells 6,7, &8 was struck by lightning and needed replaced, Gering had a transform we could get from them, and we will replace it, damages will be turned into the insurance company, all parts have been kept so adjustors can look at them if needed. There will be a possible electric project at the school. -**Kyle Huss**

Discussion and possible action: Change order #2 for the Hemingford Street Project is to install a concrete drainage swale on the SE corner of Crook and Box Butte Ave. in the amount of \$2500.

Motion by Novotny, second by Thomas to approve change order #2 in the amount of \$2500.

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

Discussion and possible action: Allow Communications is bidding the fiber connections for the new Hemingford Clinic and met with the Planning Commission to discuss the use of village easements for the placement of fiber lines connecting the clinic with the area hospital and medical providers. It is the recommendation to the Village board of Trustees by the Hemingford Planning Commission to allow Allo Communications to use the village easements to allow for the placement of fiber connections to the new Hemingford Clinic. -**Kyle Huss**

Discussion and possible action: The well at the Cemetery is now requiring repairs, approximately two years ago Sargent Drilling estimated the needed repairs to the well at near \$16,000. The repairs have been put off and is to the point that they can't be put off any longer. It is the suggestion of the Utilities Superintendent that repairs be made and funds come from the Cemetery Perpetual Care funds.

Motion by Wacker, second by Thomas to have Sargent Drilling prepare an estimate, and repair the well at the cemetery in an amount not to exceed \$20,000, using the cemetery perpetual care funds.

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

Hemingford Police Department Report: The number of traffic stops have been down due to Covid-19, the department is currently working on property cleanup, there are approximately 16 residents that will be getting notices to comply with village code that includes a 30-day notice. -**Chief Bryner**

Administrators Report: Department head staff changes at the Hemingford Community Care Center; Deb Hunter is no longer working at the care center, she came to me with some concerns and ask that I look into them. I spent two days at the care center visiting with staff and residents, I looked at documentation, and determined that while the concerns

were valid, they had also been addressed and corrections as necessary or needed had been made. Hearing no other immediate concerns from residents and staff I documented my findings and considered the matter closed. Budget workshop will be during the first two weeks of August so that when Jim Gardner is here on the 24th of August, we can give him our numbers and have time for revisions if needed. The budget workshop can no longer be held as a part of regular board meeting. It must be separate. The budget hearing date and time will need to be set at the August regular board meeting. The budget is due to the state auditor on September 20th.

Discussion and possible action: Hemingford will be having a “Pop up Drive Up” movie on Thursday July 30th and the village has been ask to help sponsor the event. Sponsorship is \$200. I would suggest that the Village participate in the sponsorship using funds from the Lottery (Keno) account in the amount of \$200. **-Barb Straub**

Motion by Planansky second by Wacker to use \$200 from the keno fund to help sponsor the Hemingford Pop up, Drive up Movie to be held at the Box Butte County Fairgrounds on Thursday July 30, 2020.

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

Discussion and possible action: Renewal of insurance with the League Association of Risk Management (LARM), options include renewing for 3 yrs with a 5% discount, 2 yrs with a 4% discount, 180 days with a 2% discount, each of those require a 180 day notice to terminate, other options are 90 day notice for 3 yrs and 2% discount , 90 day notice for 2yrs and a 1% discount, or a simple 90 day notice with no discount.

Motion by Planansky, second by Wacker approve LARM renewal Resolution 2020-02 for a term of years, giving a 180-day notice of termination for a 5% discount.

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

Discussion and possible action: As discussed at an earlier board meeting the pool chemical distribution system is needing replaced the supplier is discontinuing the chemical used in the old system. The old system was installed when the pool was built. The new system total quoted cost is \$6431.

Motion by Planansky, second by Thomas to purchase a new Pool Chemical Distribution System in the amount of \$6431 from Associated Supply Company Inc.

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

Ammie Frost also told the board that she was looking into the potential improvements at the pool to include a splash pad. She ask for board input and potential in fundraising help.

Motion to adjourn at 7:19 by Wacker, second by Thomas

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

John Annen, Chairman

ATTEST:

Barb Straub, Village Clerk