

MEETING MINUTES
VILLAGE OF HMEINGFORD BOARD OF TRUSTEES
Regular Meeting
June 18, 2018

Pledge of Allegiance

Opening prayer by Lori Dannar

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

Present: Danner, Wacker, Hunter, Annen, and Novotny

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

Consent Calendar items included the minutes of the May 15, 2018 regular meeting, minutes of the May 18,2018 special meeting, claims against the Village of \$57716.50, Claims against the Utilities of \$82378.09, and claims against the Hemingford Community Care Center of \$120853.09. May 2018, Village financial statements. Hemingford Community Care Center Variance and P & L reports for the Month of May 2018 as well as year to date. May 2018 Library Report. Special Events Request by Julie Lawrence for the use of the park on August 11, 2018 from 7am to 4pm, for a Day in the Park Vendor event. Approval of resolution 2018-5 amending the 1&6-year street plan to include repair and improvement of three (3) additional blocks of Miles Street. Approval of resolution 2018-6 allowing the use of public ways for the Box Butte County Fair Parade August 11, 2018. Approval of Special Events Request by Viaero Wireless to host a block party on the sidewalk between The Ledger and the Dental Clinic from 9am-5pm on June 22,2018.

Motion by Dannar Second by Wacker to approve the consent calendar.

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

Hemingford Pool Report- Ammie Frost reported that start up went well, swim lessons and the swim team are in full swing. There will be two (2) offerings for swim lessons again this year and the swim team will host a meet in Hemingford on July 7th this year. The Lifeguards participated in the Marketing Hometown America project with the Box Butte Development Corporation to help develop ideas and ways to promote and market Hemingford. The end result will be a video and marketing strategies to shine a spotlight on the benefits of Hemingford. Again, this year Ammie ask that the board approve giving the village employees and their families complementary pool pass for the season to thank them for the help and support the pool receives through out the summer during start up and closing.

Motion by Novotny Second by Hunter to issue pool passes to the families of the Village employees.

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

Hemingford Community Care Center Report: Kristy Bolek reported that the current census is 32 Nursing home residents and 11 Assisted Living residents, DOS Angie Wahl has given notice July 4th will be her last day at the facility, she has accepted a position in Sidney NE. the New DOS, Amber Allen will start on June 25th. The Care Center also participated in the Marketing Home Town project, they will have Luau on 28th, a casino trip to Prairie Winds as well as a fishing trip to Fort Rob are planned.

Hemingford Utilities report: Kyle Huss reported that dirt work had been done at the baseball fields to create a new T-Ball field was complete, water samples have come back good both coliform and arsenic levels are significantly down, electrical line work is done for the new Table Top Meats facility east of town is complete. Pipe in to cell 2 at the lagoon has been replaced. Sewer jetting will begin in the upcoming weeks, inspection of the digger and bucket trucks are done, there is a need to fix a bent bracket on the digger truck along with some other less critical repairs. Mosquito spraying will take place as the weather conditions allow (little to no wind) and will be done in the evenings Monday – Wednesday as weather allows.

Discussion and possible action regarding charging a dumping fee at the lagoon for companies that need to dump waste. Most municipalities in the area charge a per gallon fee. Kyle Huss recommended 0.2 cent per gallon charge. The board directed the Village attorney to prepare a resolution to that affect.

Kyle Huss talked to the board regarding the closure of a portion of north Wyoming street for waste water sampling. Enviro Services will be in town prior to July 30th to sample the waste water system, it will be necessary to close a portion of Wyoming street to accommodate equipment used in this testing. Closure of the street would be 24 hours or less.

Brandon VanderMey of Maquire Iron, Inc explained the benefits of signing a contract now for work to be done on the water tower in the fall and inspections that are done every 3 years. The village had previously contracted with Maquire Iron to clean and paint the exterior of the water tower in the fall of 2018, at a cost of \$44,870.00 with 60% being due October of 2018 and the balance due October of 2019. Brandon suggests that we contract now for the cleaning and painting of the interior and for the inspections to be done every 3 years. The added cost to the village for these services would be \$48,500.00 for the interior, 50% of that due fall of 2020 and remainder due fall of 2021, \$1,950.00 for each inspection that would be due fall of 2021, 2024, and 2027.

Motion by Dannar second by Novotny to contract with Maquire Iron, Inc. to clean and paint the interior of the water tower and do inspections of the tower every three years as well as the already contracted exterior cleaning and painting, with additional charges for these services being \$54,350.00, with \$24,250.00 due October of 2020 and 2021, \$1,950.00 due after inspections done in 2021, 2024, and 2027.

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

Hemingford Police Department report, Chief Bryner showed the board one of the new protective vests that were purchased, reported that all but one abandon vehicle has been moved from the streets. T-intersections have been painted, regarding nuisance properties one has been cleaned and completed, two others in making progress towards compliance, and several others have been contacted.

Administrators report, just a reminder that the next two (July and August) board meetings will be at 6pm on the regular meeting nights. Barb will not be able to attend the Accounting and Finance Conference as planned but will continue as planned to attend the CDBG Grand Administration training 6/25-6/29.

Discussion and possible action, Deb Finley Head Librarian for the Hemingford Library has sent her letter of intent to retire at the end of September 2018.

Motion by Wacker second by Hunter to accept the resignation letter by Deb Finley and begin the hiring process by advertising the position.

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

Discussion and possible action, GenPro Energy has as the Village of Hemingford to sign a letter of intent for the constructions of a proposed solar project. The letter does not commit the village to building a solar farm only to use GenPro Energy for the construction of a solar farm should the Village build one.

Motion by Dannar second by Wacker to sign a letter of intent with GenPro Energy for the construction of a solar project.

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

Discussion and possible action of a loan balance of \$73,310.00 due to the village by the Hemingford Community Care Center. The Board requested that the Administrator structure a repayment plan and present it to the board at the August 2018 board meeting, in order to establish payments in both the budgets of the Care Center as well as the Village.

Box Butte County E911 board has not met for 5 years, and it was brought to the attention the Village of Hemingford did not have a representative on the E911 board. A meeting of this board was held earlier this month that Trustee Dannar attended, she feels that it is important that Hemingford be represented and would like to be appointed to the E911 board.

Motion by Hunter second by Wacker to appoint Dannar to the E911 board.

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

Presentation of the Hemingford Community Redevelopment Authority One-year Action Plan and Vision.

Motion by Dannar Second by Wacker to affirm the One-year Action Plan and Vision of the Hemingford CRA.

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

Discussion of performance evaluation of Chief Bryner and wage increase recommendation. The performance evaluation of Chief Bryner was very positive and the recommendation by the evaluation team is to increase his wage by .50 per hour.

Motion by Dannar Second by Novotny to increase Chief Bryner's wage by .50cents per hour beginning with the current pay period.

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

Discussion and possible action, regarding a wage increase for the Village Administrator based on a recent employee evaluation. Straub stated that is was not in the budget for the Village Administrator to receive a pay increase at this time. **NO ACTION TAKEN.**

There was only one bid for the cleaning of the Village offices and Police Station, Lori Dannar submitted a bid for \$350.00 per month.

Motion by Hunter second by Novotny to accept the bid by Lori Dannar for the cleaning of the village offices and the police station, in the amount of \$350.00 per month

Voting Aye: Wacker, Hunter, Annen, Novotny.

Abstaining: Dannar

Motion to adjourn at 7:33pm by Wacker, Second by Dannar.

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

John Annen, Chairman

ATTEST:

Barb Straub, Village Clerk

18-Jun-18 **VILLAGE**

Action Communications	Contract Serv	\$387.25	
Associated Supply Company Inc	pool sup	\$8,403.24	
Bank Card	sup/edu	\$608.19	
Bernie's Ace Hardware	sup	\$542.81	
	Cem building		
Bloedorn Lumber	sup	\$864.79	
Bluffs Sanitary Supply	sup	\$318.25	
Bytes Computer	Contract Serv	\$39.98	
Caselle Inc	Contract Serv	\$336.33	
Croell Inc	street rock	\$429.00	
Deb Finley	library sup	\$29.99	
Farmers Coop	sup	\$245.00	
Hemingford Coop Telephone	phone	\$450.00	
Hemingford Rural Fire District	MFO funds	\$5,339.37	for approval
Huss Auto Repair	repairs	\$217.30	
John Deere	sup	\$88.74	
KL Wood & Co. LLC	rock hauling	\$120.00	
Melanie Johnston	cleaning	\$83.34	
Michael Todd	street paint	\$401.45	
Mobius Communications	library internet	\$25.00	
Nebraska Total Office	sup	\$224.77	
Rabens Market	sup	\$77.10	
Simmons Olsen Law Firm	pro fees	\$1,815.40	
Sorensen Irrigation	sup	\$16.50	
Sturdevants Auto Parts	parts	\$162.99	
The Hemingford Ledger	adv	\$165.66	
Tritle Plumbing, Inc	Contract Serv	\$150.00	
Uline	sup	\$44.73	
US Armor Corp	PD vests	\$1,659.98	
Viaero	cell phone	\$177.43	
Walmart	pool sup	\$198.59	
Westco	gas	\$1,066.50	
PAYROLL	5/24/2018	\$14,467.62	
PAYROLL	6/7/2018	\$18,559.20	

\$57,716.50

18-Jun-18 **UTILITIES**

Bankcard	sup/water test	\$148.65	
Black Hills Energy	gas	\$304.78	for approval
Bluffs Sanitary Supply	sup	\$120.17	
Border States	elec sup	\$7,089.93	
Bytes Computer	contract service	\$79.97	

Caselle Inc	contract service	\$672.67
Core & Main	water sup	\$1,111.81
Farmers Coop	sup	\$74.02
H & H Sanitation	trash hauling	\$4,172.00
Hemingford Coop Telephone	phone	\$306.88
KCOW	advertising	\$60.00
Melanie Johnston	cleaning	\$166.66
Municipal Supply Inc	water sup	\$114.38
Nebraska Public Power	power	\$39,373.84
Nebraska Total Office	sup	\$266.60
One Call Concepts Inc	diggers hotline	\$4.56
Purchase Power	postage	\$281.99
Rabens Marker	sup	\$48.24
Solutions EAP	contract service	\$73.70
Sturdevants Auto Parts	parts	\$47.26
SWANN	landfill disposal	\$6,063.84
The Hemingford Ledger	advertising	\$331.34
Uline	sup	\$44.73
USA Bluebook	sup	\$415.81
Viaero	cell phone	\$87.62
Westco	gas	\$288.78

PAYROLL	5/24/2018	\$10,246.44
PAYROLL	6/7/2018	\$10,381.42

\$82,378.09

HCCC Claims 6/18/2018

Aflac	Benefits	398.84	
Bank Card Center	Supplies	1,874.65	
Black Hills Energy	GAS	554.14	APPROVAL ONLY
Bloedorn Lumber	Supplies	378.26	
Blue Stauta	Software	512.00	
Bluffs Sanitary Supply	Supplies	\$393.05	
Buds Pest Control	Service Contract	44.00	
Compufact	Recruitment	33.00	
Dave Randolph	Consultant	300.00	
Dave's Pharmacy	Resident Supplies	108.08	
Direct Supply	supplies	\$332.98	
Dish Network	Cable	\$262.57	
Dr. Mark Chu	Consultant	\$750.00	
Echo Sanchez	Vehicle Expense	15.00	
Ecolab	supplies	270.23	
Farmers Coop	supplies	\$3.17	
Harris Sales	Food	360.90	
HCIS	Dues and Subs	\$80.00	
Hemingford Telephone	Telephone	847.58	
Hemingford Utilities	Utilities	1,880.89	
Ideal Linen	Service Contract	187.10	
Karen Johnson	Consultant	500.00	

KCOW Radio	Marketing	200.00	
	Professional		
Lantern Health Services	fees/con	\$6,910.00	
McKesson	Resident Supplies	2,186.11	
Nationwide	Insurance	2,095.26	for June
			Approval only this was for
Nationwide	Insurance	2,095.26	May
Nebraska Fire and Safety	Monitoring	922.34	
Nebraska Healthcare	Supplies	114.77	
Nebraska Total Office	Supplies	238.05	
Northwest Respiratory	Resident Supplies		
Pitney Bowes	Service Contract	100.00	
Rabens Market	Food	550.74	
Reif Enterprise	contract labor	112.00	
Solutions EAP	Benefits	73.70	
State Fire Marshalls office	renewal	\$50.00	
The Thompson Co	Food	8,574.36	
United Healthcare	Insurance	4,963.99	
West Bend	Work Comp	2,466.40	
Westco	Vehicle Expense	386.05	
Total Claims		\$42,125.47	
	5-May	40,078.98	
	20-May	38,648.64	
TOTAL		\$120,853.09	