

REGULAR MEETING AGENDA
VILLAGE OF HEMINGFORD BOARD OF TRUSTEES

March 16, 2020-6:00pm

700 Box Butte Ave. Hemingford, NE. 69348

Zoom Virtual Meeting information

Meeting ID 813 7032 7833 Passcode 207087

Pledge of Allegiance

Opening Prayer

Meeting Call to Order

Roll Call

Public Meeting Information

1. Consent Calendar.
 - a. Minutes of February 16, 2021 Regular Meeting
 - b. Claims against the Village of **\$30,154.76**
 - c. Claims against the Utilities of **\$99,271.22**
 - d. Claims against the Hemingford Community Care Center of **\$169,999.74**
 - e. February 2021 Village Financial Statements and Bank Reconciliation reports.
 - f. February 2021 Library Report.
2. Discussion and possible action: Hope Squad Proclamation, Hemingford Jr. and Sr. High – **Hope Squad Students**
3. Discussion and possible action: Apollo Court Housing Authority annual report- **Vicky Elder**
4. Discussion and possible action: Leadership Community Resolution 2021-02- **Joni Jespersen**
5. Discussion and possible action: BRAN Saturday June 5th Balloon Glow, cost of \$200 would village be interested in splitting the cost with Mobius Communications for a cost to the village of \$100. – **Barb Straub**
6. Discussion and possible action: Allocating the Ace member distribution funds of \$3,209 to the Hemingford Splash Pad. - **Barb Straub**
7. Discussion and possible action: Approval of employee handbook updates and changes regarding Sick time and Over time. – **Barb Straub**
8. Discussion and possible action: Purchase of 2007 Dodge Ram 2500 pickup for the utilities department in the amount of \$12,250. – **Kyle Huss**
9. Discussion and possible action: Hemingford Community Care Center request to “write off” balance due to Village of \$73,310 – **Lori Dannar**
10. Discussion and possible action: Hemingford Community Care Center request to add the business office manager or administrator to the signature card for the center general fund. – **Lori Dannar**
11. Discussion and possible action: Hemingford Community Care Center request for a credit/debit card attached to the resident trust fund bank account to eliminate the need to do reimbursements to staff. – **Lori Dannar**

12. Discussion and possible action: Hemingford Community Care Center request to purchase new call light system not to exceed a cost of \$45,000 and to be purchased with Covid Relief funds. – **Lori Danner**
13. Hemingford Community Care Center Report: – **Lori Danner**
14. Hemingford Police Department Report: LB 51 Amendments Recommended to Law Enforcement Bill, potential for department participation in area SWAT division – **Chief Bryner**.
15. Utilities Department Report: Snow Removal, Storm Sewer Cleaning, Pesticide classes for Kyle, Colt and Seth, repair of snow removal equipment – **Kyle Huss**
16. Administrators Report: Clerk School is via zoom this week I will be attending several zoom sessions in order to keep up with the Clerk training. I will be here in the office but Cheryl will be fielding the phone calls and customers, during breaks and lunches I will address issues as needed. My CDBG Administrators Certification will be expiring this year, recertification training has not been scheduled yet, but as soon as it is I will plan on attending that. The CRA has paid out one more of the Storefront Improvement grants to Barb's Blossoms and has paid Box Butte Development Corp and now holds the options on the 10 acres of land to the east of the Table Top Kill facility -**Barb Straub**
17. Discussion and possible action: Comment from Board Members
 - A. Debra Planansky

Executive Session: Council reserves the right to enter into closed session if deemed necessary and the item is on the agenda.

| | 16-Mar | Village | |
|------------------------------|---------------|--------------------------|------------|
| Amanda McClaren | | cleaning | \$150.00 |
| BankCard | | clerk school/library sup | \$529.32 |
| Bytes Computer | | contract service | \$38.67 |
| Cabins & Clover | | roof repairs | \$50.00 |
| Caselle | | contract service | \$336.33 |
| | | printer/copier/copy | |
| Century Business Products | | count | \$61.53 |
| Collaborative Summer Library | | summer reading sup. | \$47.17 |
| Farmers Coop | | sup | \$105.91 |
| Gardner, Loutzenhiser & Ryan | | Prep W2's | \$1,100.00 |
| Hemingford Coop Telephone | | phone | \$2,054.80 |
| Hemingford Rural Fire | | arrears pymt | \$6,215.26 |
| Huss Auto | | repairs | \$522.74 |
| LARM | | pickup insurance | \$461.13 |
| M29 Technology and Design | | my board packet | \$200.00 |
| Mobius | | library internet | \$25.00 |
| Nebraska Total Office | | sup | \$69.52 |
| Nebraska Safety and Fire | | contract service | \$40.00 |
| Petty Cash | | sup/edu | \$27.10 |
| Rabens | | sup | \$29.35 |

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| Simmons Olsen Law Firm | pro fees | \$1,500.00 |
| Sturdevants | repairs/tools | \$282.69 |
| Taste of Home | Mag. Subscription Library | \$20.00 |
| Westco | fuel | \$1,350.72 |
| Western Nebraska Newspapers | advertising | \$25.30 |
| Viaero | cell phone | \$193.48 |

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|----------------|---------------|--------------------|
| Payroll | 25-Feb | \$14,868.74 |
| Payroll | | |
| Total | | \$30,154.76 |

| | 16-Mar | Utilities | |
|--------------------------------|---------------|---------------------------|-------------|
| Amanda McClaren | | cleaning | \$150.00 |
| BankCard Center | | water testing postage | \$40.85 |
| Black Hills Energy | | heat | \$545.12 |
| Bytes Computer | | contract service | \$77.33 |
| Caselle | | contract service | \$672.67 |
| Century Business Products | | printer/copier/copy count | \$123.06 |
| Core & Main | | sup | \$33.99 |
| DHHS | | water testing | \$15.00 |
| Dylan Wells | | deposit refund | \$11.83 |
| Farmers COOP | | sup | \$69.51 |
| H&H | | trash hauling | \$4,150.15 |
| Hemingford Coop Telephone | | phone | \$296.62 |
| Huss Auto | | | \$31.45 |
| Jason Randolph | | deposit refund | \$49.82 |
| Nebraska Public Power District | | purchased power | \$42,514.85 |
| Petty Cash | | education | \$37.34 |
| Print Express | | billing paper/envelopes | \$595.65 |
| Purchase Power | | postage | \$270.99 |
| Rabens | | sup | \$215.04 |
| Sturdevant | | sup/repairs | \$165.10 |
| Swann | | trash disposal | \$6,618.46 |
| Wesco | | Elec capital outlay | \$8,579.90 |
| Westco | | fuel | \$185.88 |
| Viaero | | cell phone | \$57.53 |

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|----------------|---------------|--------------------|
| Payroll | 25-Feb | \$10,207.67 |
| Payroll | 11-Mar | \$23,705.41 |
| Total | | \$99,271.22 |

HCCC 03/16/21

| <u>COMPANY</u> | <u>PURCHASES</u> | <u>COST</u> | |
|----------------------------------|-------------------------------|-------------|--------------|
| AC Electric Motor Service | Compressor Repair | \$1,495.25 | |
| Ag-News | Advertising | \$245.00 | |
| Bankcard | Supplies | \$2,460.67 | |
| Bank of the West | Loan Interest Pmt. | \$289.20 | |
| Bank of the West | Loan Principle Pmt. | \$350.00 | |
| Black Hills Energy | Gas | \$953.00 | For Approval |
| Bluffs Supply | Cleaning Supplies | \$730.27 | |
| Border States | LED Wrap Lights | \$275.31 | |
| Box Butte General Hospital | Bathroom Culture | \$134.00 | |
| Cash-Wa Distributing | Food | \$6,745.81 | |
| Century Business Products | Printer Leases | \$167.37 | |
| David Randolph, RPh | Med Services | \$300.00 | |
| Dental Select | Dental Insurance | \$2,015.94 | |
| Docu-Shred | Shredding | \$28.00 | |
| Farmer's Coop | Supplies | \$161.06 | |
| Fire & Ice Mechanical | Motor for Ice Machine | \$340.69 | For Approval |
| Flannel Brothers | Snow Removal | \$705.00 | |
| Harris Sales | Bread Products | \$380.83 | |
| Hemingford Telephone | Phone Service | \$2,199.15 | |
| Hemingford Utilities | Utilities | \$3,978.76 | |
| Ideal Linen | Rugs | \$76.59 | |
| Karen Johnson | Med Services | \$500.00 | |
| Dr Mark Chu | Med Services | \$750.00 | |
| McKesson | Medical Supplies | \$2,953.47 | |
| Nebraska Total Office | Office Supplies | \$175.94 | |
| Northwest Respiratory | Oxygen Cylinders | \$405.00 | |
| Nebraska Safety & Fire Equipment | Compressor Repair | \$789.80 | |
| Petersen Drug | Respironics Concentrator | \$115.00 | |
| Pitney Bowes | Postage | \$100.00 | For Approval |
| Pitney Bowes | Lease | \$114.90 | |
| Raben's | Supplies/Grocery | \$543.94 | |
| Snell Services | Bldg Repair | \$5,015.91 | |
| Solutions EAP | Employee Benefit Program | \$73.70 | |
| Stericycle | Hazardous Waste | \$1,451.09 | |
| Thompson Glass | Door Locks | \$450.00 | |
| VSP | Employee Vision | \$753.01 | For Approval |
| WellSky | Nursing Software Subscription | \$512.00 | |
| WestCo | Gas | \$231.01 | |

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|-------------------------------|------------------------|-------------------------|-----------------|
| WPCI | Drug Tests | \$39.00 | For Approval |
| Wyoming DCI | Background Checks | \$30.00 | |
| Z and S Sheetmetal | Annual HVAC Inspection | \$2,500.00 | |
| | | \$41,535.67 | |
| Farmers State Bank | | | |
| Payroll 02/18/21 | Payroll | \$36,779.16 | |
| Payroll 03/04/21 | Payroll | \$35,844.92 | |
| | | \$72,624.08 | |
| COVID Relief | | | |
| DTB Systems | Call System | \$44,525.00 | |
| Gary's | Poly Clips/Zippers | \$98.44 | |
| MARC | Disinfectant | \$1,260.80 | |
| Primetime | Travel Nurse | \$2,272.50 | |
| Rock Medical Group | Travel Nurse | \$5,883.25 | |
| Z and S Sheetmetal | HVAC System Repair | \$1,800.00 | For Approval |
| | | \$55,839.99 | |
| TOTAL | | \$169,999.74 | |