

REGULAR MEETING MINUTES
VILLAGE OF HEMINGFORD BOARD OF TRUSTEES
March 16, 2020-6:00pm
700 Box Butte Ave. Hemingford, NE. 69348
Zoom Virtual Meeting information
Meeting ID 81370327833 Passcode 207087

Pledge of Allegiance

Opening prayer by -Jake Frost

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

Present: Frost, Wacker, Annen, and Planansky

Absent: Novotny

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 January 16, 2020 regular meeting. Claims against the Village of **\$30,154.76**, Claims against the Utilities of **\$99,271.22**, Claims against the Hemingford Community Care Center of **\$16,999.74**. February 2021 Village Financial Statements and bank reconciliation reports. February 2021 Library Report.

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

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

Absent: Novotny.

Discussion and possible action: Hope Squad Proclamation. No action taken moved to April Agenda– **Hope Squad Students**

Discussion and possible action: Annual report by Vicky Elder, Executive Director Hemingford Housing Authority, (Apollo Court). Vicky reported that the past year with Covid-19 was hard on the tenants, cutting back on family visits as well as use of the common room for bingo, cards and other entertainment usually enjoyed. All one-bedroom apartments have been updated with double kitchen sinks, new fans have been installed in every apartment, 4 stoves and refrigerators have been replaced, and 3 buildings have all new windows. Funding for all updates came from the Capital Funds budget.

No action taken: the board thanked Vicky Elder for giving the updating the village board.

Discussion and possible action: approval of Resolution 2021-02 Leadership Community Resolution. The resolution shows the commitment of the village in continued Leadership in the economic development of the village, and support for the participation in the Nebraska Department of Economic Development's Leadership Certified Community Program.

Motion by: Wacker, Second by Planansky to approve Resolution 2021-02 pledging support, endorsement and cooperation for participation in the Nebraska Department of Economic Development's Leadership Certified Community.

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

Absent: Novotny.

Discussion and possible action: Sharing the cost of the Saturday June 5th 2021 Balloon Glow to kick off 2021 BRAN event.

No Action taken as the BRAN event scheduled to begin in Hemingford was postponed until 2022 by the BRAN Board of Directors.

Discussion and possible action: Potential allocation of the Ace member distribution funds of \$3,209 to the Hemingford Splash Pad Project. In past years the member distribution funds have not been allocated to a community project rather just held in the village general fund. Administrator Straub is requesting that the funds returned to the village this year be allocated to the Hemingford Splash Pad Project.

Motion by Planansky, Second by Wacker to approve the allocation of Ace member distribution funds in the amount of \$3,209 to the Hemingford Splash Pad Project.

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

Absent: Novotny.

Trustee Novotny entered the meeting at 6:17pm

Discussion and possible action: Approval of employee hand book updates regarding sick time, reducing the number of consecutive days out sick prior to requiring a written statement from a licensed provider stating the reason for the absence from 5 days to 3 days. Also, emergent reasons that would qualify an employee's time worked as over-time.

Motion by: Wacker, Second by Novotny to update the proposed updates to the village employee hand book to be effective immediately

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

Discussion and possible action: Purchase of 2007 Dodge Ram 2500 pickup for the utilities department in the amount of \$12,250 from Tommy's Car Lot in Chadron Nebraska. This would replace the pickup that was wrecked two summers ago, the wrecked pickup will be kept to use for summer help and at the cemetery.

Motion by Wacker Second by Frost to approve the purchase of a 2007 Dodge Ram 2500 pickup from Tommy's Car Lot in the amount of \$12,250.

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

Discussion and possible action: Hemingford Community Care Center is asking that a nearly 20-year-old debt be forgiven. There has been a loan from the village to the care center carried on the books at both the care center and the village since 2003, the documentation on the loan at both the care center and the village office is limited and unclear and there are periods of time that it is totally missing. Neither entity can document clearly if the loan was repaid or not. The amount is \$73,310, with the increased expense of Covid-19 precautions and additional supplies, it would be impossible for the center to repay this debt at this time, and while the village is in a much more stable financial position in the past years it is potentially beneficial to both parties to forgive the loan and write the amount off.

Motion by Wacker, Second by Frost to forgive and write off the amount of \$73,310 owed to the village by the Hemingford Community Care Center.

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

Discussion and possible action: Addition of the Hemingford Community Care Center Administrator to the HCCC General account signature card. This addition would still require two (2) signatures on checks from the HCCC general fund, however one signature would be the care center Administrator and the second signature would be the village Administrator or a Board member.

Motion by Novotny, Second by Wacker to add the Administrator of the Hemingford Community Care Center to the signature card for the Hemingford Community Care Center general account.

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

Discussion and possible action: Hemingford Community Care Center Social Services is requesting a credit/debit card for the resident trust bank account. This account is resident funds that is held in an interest bearing account. When a resident is in need of clothing, personal products or any other wants or needs the funds they have in this account is used for the purchase. The practice of the facility presently is the social service director makes the purchases and then is reimbursed by the trust fund. To make a cleaner accounting model a credit/debit card is requested. Social services will

still physically make the purchase but each resident will have their own transaction from the account and no reimbursements would be required.

Motion by Novotny, Second by Planansky to apply for a credit/debit card for the Hemingford Community Care Center Resident Trust account, with a \$1,000 limit.

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

Discussion and possible action: Hemingford Community Care center request to purchase a new call light system not to exceed a cost of \$48,000 to be purchased with Covid relief funds. The call light system has become obsolete and has had a malfunction that is unrepairable. The partial system that was purchased a few years ago never worked correctly and was dependent on cell phone reception, which in the facility is sketchy at best, so was never able to be fully used. A new system that would combine the nursing home side and assisted living side. There is enough covid relief fund available to cover the cost of the new system, and is an acceptable expense for the use of these funds. Board members suggest investigation into the service contract of the system and possibly adding that expense to the request.

Motion by Planansky, Second by Novotny to allow the use for covid relief funds for the purchase of a new call light system that would combine both the nursing home and assisted living sides of the facility potentially including a service contract not to exceed \$48,000.

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

Hemingford Community Care Center Report: I feel like we have assembled a great team and they deserve a tremendous amount of respect for the job they have done navigating through the challenges of the Covid pandemic. We currently have 23 on the nursing home side and 8 on the assisted living side. We are working on recruiting not only staff but residents as well, letters have gone to the area hospitals social services discharge planners. There have been at least 2 resident referrals where we were the facility of choice. During Covid protocols we needed to beef up the supply of food on hand and are very proud to report that we were able use all of it with little or no waste, (some facilities had lots of waste). The facility is now open for family visits, 2 people at a time and family is ask to make a reservation as there are still some minor requirements needing to be met. And lastly, if we could hire one more charge nurse at night, we could be completely done with agency staffing— **Cathy Snyder**

Hemingford Police Department Report: Nebraska LB51 would make it easier to remove officer certification, it also removes reserve officers, while making it so that a small agency could not hire non certified candidates. Non certified candidates would not be able to take duty upon completion of FTO and while waiting for entrance to the academy. Federal HR 1280 eliminates qualified immunity for officers, that could cause lots of officers to choose a different career path while making it more and more difficult to hire new officers, something worth keeping an eye on. There is an interest in having Hemingford as well as Alliance and Box Butte county participate in a regional SWATT team, this is all still in the planning stages. – **Chief Bryner.**

Utilities Department Report: Thank you to Chris and Jerry Thomas for their help with snow removal. The utility crew has also been working on storm sewer cleaning, repair of snow removal equipment as well as Pesticide training classes for Kyle, Colt and Seth— **Kyle Huss**

Administrators Report: Clerk School is all virtual via zoom this week. I will be here attending sessions in the office with Cheryl here to answer phones and greet customers and residents. CDBG Administrators recertification training has not been announced yet but I plan on attending that this year. The CRA has paid out one more of the Store Front Improvement grants to Barb's Blossoms and has also paid Box Butte Development Corp. for the land option for The 10 acres to the east of the Table Top Kill facility. -**Barb Straub.**

Comment from Board Members- Trustee Planansky informed the board that due to Health reasons she is considering resigning her seat in May.

Motion to adjourn at 7:38 by Wacker, second by Novotny
Voting Aye: Novotny, Frost, Planansky, Wacker, and Annen.

John Annen, Chairman

ATTEST:

Barb Straub, Village Clerk