

MEETING MINUTES

VILLAGE OF HEMINGFORD BOARD OF TRUSTEES

March 20, 2018

Pledge of Allegiance

Opening prayer by Lori Dannar

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

Present: Dannar, 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 February 20, 2018 regular meeting, minutes from the March 1, 2018 Special meeting, claims against the Village of \$57,631.48, Claims against the Utilities of \$97,288.12, and claims against the Hemingford Community Care Center of \$123,597.35. February 2018, Village financial statements. Hemingford Community Care Center Variance and P & L reports for the Month of February 2018 as well as year to date. February 2018 Library Report.

Motion by Wacker, second by Hunter to approve the consent calendar as written.

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

George Bremer, representing the Hemingford Planning Commission stated that it is the recommendation of the Planning Commission that the Board of Trustees for the Village of Hemingford adopt the Substandard and Blight Study recently completed by the Panhandle Area Development District (PADD).

Open the Substandard and Blight Study Public Hearing at 7:07pm. The board had been given the written Study prior to the hearing for review. Daniel Bennett of PADD was on hand to explain the use for the study, answer questions and address any concerns regarding the Substandard and Blight Study. It was explained that this study is a development tool, allowing new developers or business to make use of Tax Increment Financing, (TIF), also allowing better access to future grants for the Village. The Substandard and Blight Study has no relationship on the value of the properties, and only speaks to the age of the structures within the village corporate limits and the need for redevelopment throughout the village. As a Village the state allows for 100% within the corporate limits to be declared Substandard and Blighted.

Few comments and questions were addressed from the audience and the public hearing was closed at 7:15pm.

Discussion and Possible action: Resolution # 2018-02 for the adoption of the village of Hemingford Substandard/Blight Study.

Motion by Dannar, Second by Novotny to pass resolution #2018-02 for the adoption of the Village of Hemingford Substandard/Blight Study.

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

Discussion and Possible Action: Janine Iossi Box Butte County Public Transportation and Ross Grant, Public Works Director from the City of Alliance is asking the Board for funding matching the amount given last year of \$3000.00. There is a vehicle located in Hemingford with local driver Judy O'Connor delivering noon meals. Approximately 64 meals per month are delivered by Public Transportation.

Motion by Novotny, Second by Hunter to fund Box Butte County Public Transportation in the amount of \$3000.00.

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

Discussion of the 2016-2017 Fiscal Year Financial Audit- Joe Stump with Almquist Maltzahn Galloway and Luth, explained key points of the written audit report. As is the case every year, auditors suggest a greater segregation of duties within

the office, however being a small village, this is impossible and will continue yearly to be a recommendation based on the Accounting best practices policies. Joe reminded that because of the small staff the board is responsible for reviewing financials and question things that seem different or odd. Findings during the audit included the street fund should be moved into a separate special revenue fund, there were 11 expense paid checks that had been out uncashed for over a year, water inventory was uncounted and there was one credit card receipt missing. There was a 27% decrease in debt. The village financials are moving towards the right direction and moving the street funds into a special revenue account will be helpful.

Molly Brown Gen-Pro Energy provided the board with information and two financial models for a 1.3 MW Solar Project for the village. The projected annual energy production for a solar farm of this size is 2593360.00kw, city usage of 252620.00kw for a difference of 2340740.00kw to sell to the residents and business of Hemingford. The first financial model is a Power Purchase Agreement (PPA) the village would not own the solar farm but would lease it. Expected lease payments could be \$188018.60 annually and could show income to the village in the amount of \$25104.42 starting in the first year of production. The second model is a Municipal Lease for 10 yrs. In this model the village would own the solar farm and would not see any income to the village after the annual payment for the facility for the 10 years of the lease, however, in the 11th year and beyond the village could see an income of \$190123.02 annually. The board requested Molly to look for further financial assistance that could stretch the municipal lease to 15 to 20 years allowing for the village to show revenue generated beginning in year one of production.

Discussion and possible action regarding the removal of "No Parking" in front of the Dental clinic and on the south side of Niobrara in front of the school parking lot. Chief Bryner explained that in front of the Dental clinic the sign was placed there to allow for a bus stop for the Handi- bus, however the handi- bus has not used this as a bus stop and no longer delivers residents downtown. The sign in front of the school parking on the south side of Niobrara is in the wrong place and facing the wrong direction.

Motion by Dannar, Second by Novotny to remove the "No Parking" signs on Box Butte Ave. in front of the dental clinic and the one in front of the school parking on the south side of Niobrara.

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

Hemingford Police Department Report- Parking Ordinance #801

AN ORDINANCE OF THE VILLAGE OF HEMINGFORD, NEBRASKA, AMENDING THE VILLAGE TRAFFIC CODE, SECTION 72.77L, RELATING TO TRUCK PARKING AND EXPANDING DEFINITIONS AND PERMITTING TIME FRAMES ALLOWING FOR PARKING SAID VEHICLES; AMENDING THE HEMINGFORD VILLAGE CODE OF ORDINANCES AND REPEALING ANY OTHER ORDINANCES OR PROVISIONS IN CONFLICT THEREWITH, DIRECTING THE PUBLICATION OF THIS ORDINANCE AND PRESCRIBING THE TIME WHEN THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT.

Motion by Dannar, Second by Hunter to waive the third reading of Ordinance #801

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

Motion by Dannar, Second by Hunter to pass and publish Ordinance #801

Parking Ordinance #802

AN ORDINANCE OF THE VILLAGE OF HEMINGFORD, NEBRASKA, AMENDING THE VILLAGE TRAFFIC CODE, SECTION 72.80L, RELATING TO THE PENALTY AND FINE FOR PARKING VIOLATIONS WITHIN THE TRAFFIC CODE AND SPECIFYING THE PARTICULAR FINES AND ALLOWING FOR IMPOUNDMENT FOR UNPAID VIOLATIONS; AMENDING THE HEMINGFORD VILLAGE CODE OF ORDINANCES AND REPEALING ANY OTHER ORDINANCES OR PROVISIONS IN CONFLICT THEREWITH, DIRECTING THE PUBLICATION OF THIS ORDINANCE AND PRESCRIBING THE TIME WHEN THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT.

Motion by Novotny, Second by Hunter to waive the third reading of Ordinance #802

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

Motion by Novotny, Second by Danner to pass and publish Ordinance #802

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

Parking Ordinance #803

AN ORDINANCE OF THE VILLAGE OF HEMINGFORD, NEBRASKA, ADDING TITLE VII, CHAPTER 72, SECTION 77.82L, PROVIDING THE TIMES OF YEAR THE PARKING OF TRAILERS, RECREATIONAL VEHICLES, AND OTHER APPURTENANCES IN VILLAGE STREETS IS PERMITTED AND PROVIDING WHERE ALONG THE STREET SAID PARKING IS PROHIBITED; AMENDING THE HEMINGFORD VILLAGE CODE OF ORDINANCES AND REPEALING ANY OTHER ORDINANCES OR PROVISIONS IN CONFLICT THEREWITH, DIRECTING THE PUBLICATION OF THIS ORDINANCE AND PRESCRIBING THE TIME WHEN THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT

Motion by Dannar, Second by Wacker to waive the third reading of Ordinance #803

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

Motion by Dannar, Second by Novotny to pass and publish Ordinance #803

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

Parking Ordinance #804

AN ORDINANCE OF THE VILLAGE OF HEMINGFORD, NEBRASKA, ADDING TITLE VII, CHAPTER 72, SECTION 77.83L, PROHIBITING THE PARKING OF VEHICLES ACROSS FROM AND WITHIN A T-INTERSECTION; AMENDING THE HEMINGFORD VILLAGE CODE OF ORDINANCES AND REPEALING ANY OTHER ORDINANCES OR PROVISIONS IN CONFLICT THEREWITH, DIRECTING THE PUBLICATION OF THIS ORDINANCE AND PRESCRIBING THE TIME WHEN THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT.

Motion by Novotny, Second by Hunter to waive the third reading of Ordinance #804

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

Motion by Novotny, Second by Danner to pass and publish Ordinance #804

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

First Reading Ordinance #805

AN ORDINANCE OF THE VILLAGE OF HEMINGFORD, NEBRASKA, REPEALING ORDINANCES 780, §3-501, §3-502, AND §50.02 OF THE HEMINGFORD VILLAGE CODE, AND ESTABLISHING A COMPLETE UTILITY BILLING PROCEDURE; AMENDING THE HEMINGFORD VILLAGE CODE OF ORDINANCES AND REPEALING ANY OTHER ORDINANCES OR PROVISIONS IN CONFLICT THEREWITH, DIRECTING THE PUBLICATION OF THIS ORDINANCE AND PRESCRIBING THE TIME WHEN THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT.

Motion by Novotny, Second by Hunter to approve the first reading of Ordinance #805

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

Hemingford Administrators Report- Both the Clerk and Deputy Clerk will be out of the office Monday 3/26/18 through 3/29/18 for Clerk School in Grand Island returning to the office on Friday 3/30/18. CRA and Planning Commission boards are both up and doing well learning their roles in the development and redevelopment of Hemingford. There is a balance of \$29863.42 in collections with Panhandle collections. LARM check for \$632.00 for refund of fees collected to go to the League of Nebraska Municipalities and would like to have this applied to the purchase of rubber mulch for the playground.

Discussion and Possible action moving employee health insurance from Blue Cross and Blue Shield to National General, Aetna self-funded. BCBS premiums are increasing by 31%, moving to a self-funded policy will save approximately \$43,000.00

Motion by Dannar, Second Wacker to Move village employee's health insurance to National General-Aetna, with the annual premium being \$93,948.12, annual HSA payments of \$21,600.00 for a total annual expense of \$115,548.12 for employee health insurance.

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

Discussion and possible action Proclaiming April 27, 2018 as Arbor Day in Hemingford, as part of the first annual Arbor Day Celebration in Hemingford.

Motion by Dannar, Second by Hunter to Proclaim April 27, 2018 as Arbor Day in Hemingford.

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

Hemingford Utilities Department report: Kyle, Colt, and Whisper are all now certified pesticide applicators. Kyle and Colt will be attending Waste Water School the first week of April. The street sweeper works great, we have new main and side brooms to install once the weather warms up. Working on trimming trees and cleaning up at the park, Flannel Brothers will be taking out stumps at the park and the cemetery. Working on the street lights and rewiring them so that they can be placed at the mini park. Water samples over the last several months have all come back good and clean below the registered limit.

Hemingford Community Care Center Report: At this time there is 3 open beds on the nursing home side and 1 on the assisted living side. Phones have been purchased for the new call light system and now waiting on the installation, the technicians are finishing up other jobs and will be on site just as soon as possible. Work continues with the village board committee, feel like they are going great. Will participating in the city-wide garage sales so have started spring cleaning of the facility. Still working on State Survey items. Office carpets are in, next goal is getting the restorative program up and running again.

Discussion and Possible Action: Hiring Lantern Health Services to preform an evaluation/audit of The Hemingford Community Care Center. Care Center Administrator was concerned who was going to pay for this evaluation/audit. Chairman Annen as well as Trustee Dannar indicated that this service should be paid for from the Hemingford Community Care Center budget. Bolek shared that the state survey is available and encouraged board members to stop by and read it or get a copy of it, also warning of possible misunderstandings because of the language used in the document, saying "it is very easy to read more into it" given the state survey was just done Bolek feels that an evaluation would be more helpful closer to the next state survey, which would be in the first quarter of 2019. Board members believe an evaluation of the care center would be valuable in determining the direction in the future. Helping with decision making regarding the need for or lack of need for a consulting firm.

The board feels this will be a valuable education tool for both the village board and care center staff.

Motion by Hunter, Second by Novotny to hire Lantern Health Services to perform a facility evaluation/audit at the Hemingford Community Care Center, at a cost of \$6910.00 to be paid by the Hemingford Community Care Center, pending Attorney review of contract and changes made regarding the insurance provisions of the contract.

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

Motion by Annen, Second by Hunter to go into executive session at 9:48pm with the board members, village attorney, and village administrator for the Purpose of protecting public interest to discuss potential legal matters.

Village attorney discouraged moving into executive session as there is no item left on the agenda to go into executive session for.

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

Motion by Dannar Second by Wacker to return to open session at 10:24pm.

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

Motion to adjourn at 10:26pm by Dannar, Second by Wacker

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

John Annen, Chairman

ATTEST:

Barb Straub, Village Clerk

	20-Mar-18	VILLAGE	
Bankcard		sup	\$180.30
Blue360		sup	\$67.25
		contract	
Caselle		serv	\$336.33
DHHS		pool permit	\$40.00
		contract	
DocuShred		serv	\$11.67
Eagle Communications		adv	\$80.00
Farmers COOP		sup	\$5.49
Hemingford Chamber		dues	\$50.00
Hemingford Telephone		phone	\$474.47
Huss Auto Repair		sup	\$325.40
MCSchaff		1&6	\$625.00
		contract	
MCT		serv	\$400.00
Menards		sup	\$196.56
Mobius		internet	\$25.00
Ne Dept of Rev		lic renewal	\$100.00
Ne Environmental Prod		St Sweeper	\$23,000.00
		contract	
NE Safety & Fire		serv	\$42.80
NMVCA		edu	\$100.00
NTO		sup	\$93.00
PADD		Blight Study	\$346.00
Rabens Market		sup	\$7.94
Sturdevants		sup	\$209.81
		contract	
Susie Cheek		labor	\$83.33
Team Lab		sup	\$1,400.00
The Ledger		adv	\$102.97
Viaero		cell phone	\$199.28
Westco		gas	\$641.98

PAYROLL	3/1/2018	\$12,124.74
PAYROLL	3/15/2018	

\$41,269.32

20-Mar-18	UTILITIES		
Alliance Tractor	sup	\$7.26	
Bank Card	sup	\$24.70	
Black Hills Energy	heat	\$726.66	for approval
Border States	sup	\$992.99	
	contract		
Caselle	serv	\$672.67	
Core & Main	sup	\$1,336.48	
DHHS	water test	\$746.00	
	contract		
DocuShred	serv	\$23.33	
Eagle Communications	adv	\$160.00	
Farmers COOP	sup	\$213.53	
H&H	hauling	\$4,150.17	
Hemingford Telephone	phone	\$351.26	
John Deere	sup	\$82.72	
Maguire Iron	repair	\$9,115.00	
NPPD	power	\$46,019.99	
NTO	sup	\$186.00	
	contract		
One Call	serv	\$1.14	
PADD	Blight Study	\$346.00	
Purchase Power	postage	\$365.25	
Rabens Market	sup	\$13.74	
	contract	\$	
Sargent Drilling	serv	1,125.00	
Scott Fry	refund	\$38.71	
	contract		
Solutions EAP	serv	\$36.85	
Sturdevants	sup	\$259.03	
	contract		
Susie Cheek	labor	\$166.67	
Swann	disposal	\$6,056.92	
The Ledger	adv	\$205.93	
Viaero	cell phone	\$66.48	
Westco	gas	\$207.27	

PAYROLL	3/1/2018	\$10,590.23
PAYROLL	3/15/2018	

\$84,287.98

HCCC Claims		20-Mar-18		
A and T Electric	Contract Labor		\$199.45	
Aflac	Benefits		576.30	
Allied Insurance	Insurance	\$	1,761.09	
Allied Insurance	Insurance		\$100.00	
Bank Card Center	Supplies	\$	478.96	
Bernie's Ace Hardware	Supplies		\$41.11	
Black Hills Energy	GAS	\$	599.89	APPROVAL ONLY
Bloedorn Lumber	Supplies	\$	2,006.59	
Blue Stauta	Software		512.00	
Bluffs Sanitary Supply	Supplies	\$	\$434.47	
Briggs	Resident Supplies		\$46.02	
Buds Pest Control	Service Contract	\$	44.00	
Civil Air Patrol Mag	Marketing		\$55.00	
CLIA Labs	Dues and Subs		150.00	
Compufact	Recruitment		33.00	
Dave Randolph	Consultant	\$	300.00	
Dave's Pharmacy	Resident Supplies		42.89	
	Facility License			
DHHS	renewal		\$1,450.00	
Direct Supply	supplies	\$	\$339.98	
Dish Network	Cable		\$226.15	
Doc U Shred	Service Contract		\$28.00	
Dr. Mark Chu	Consultant		\$750.00	
Ecolab	supplies	\$	339.94	
Harris Sales	Food	\$	328.79	
HCIS	Dues and Subs	\$	\$80.00	
Hemingford Chamber	Dues and Subs	\$	75.00	
Hemingford Telephone	Telephone	\$	774.36	
Hemingford Utilities	Utilities	\$	2,624.95	
Huss Auto	Service Repair	\$	\$163.75	
Ideal Linen	Service Contract		143.88	
Karen Johnson	Consultant	\$	500.00	
McKesson	Resident Supplies	\$	2,924.54	
Nebraska Extension	Education		\$145.00	
Nebraska Total Office	Supplies	\$	370.80	
Northwest Respiratory	Resident Supplies		304.00	
Pennar Patient Care	Capital Project		97.66	
Pitney Bowes	Postage		4.70	APPROVAL ONLY
Pitney Bowes	Service Contract		100.00	
Rabens Market	Food	\$	484.22	
Senior Insight	Consultant	\$	8,800.00	APPROVAL ONLY
Solutions EAP	Benefits		73.70	
The Thompson Co	Food	\$	6,373.16	
United Healthcare	Insurance		2,148.24	
Westco	Vehicle Expense	\$	256.00	
Total Claims		\$	\$37,287.59	
	5-Feb	\$	43,286.53	
	20-Feb	\$	43,023.23	
TOTAL		\$	\$123,597.35	