

MEETING MINUTES  
VILLAGE OF HMEINGFORD BOARD OF TRUSTEES  
Regular Meeting  
May 21, 2019 6:00pm

Pledge of Allegiance

Opening prayer by Lori Dannar

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

Present: Novotny, Hunter, Wacker, Planansky, Annen

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

**Consent Calendar** items included the minutes of the April 16, 2019 regular meeting, Minutes of April 23, 2019 Public Hearing. Claims against the Village of \$103095.48, Claims against the Utilities of \$81136.71, Claims against the Hemingford Community Care Center of \$127180.71. April 2019 Village Financial Statements. April 2019 Library Report.

**Motion by** Wacker, Second by Novotny to approve the consent calendar as read.

**Voting Aye:** Novotny, Hunter, Wacker, Planansky, and Annen

Mike Nolan Executive Director of the League Association of Risk Management (LARM) presented a check in the amount of \$500 to the village board. This was a Disaster Grant from LARM to help offset some of the expenses incurred as a result of the March 13, 2019 blizzard. The grant funds will be used to purchase cold pack to do some of the required repairs to the streets.

Jeff Kelly Executive Director of Panhandle Area Development District (PADD) was unable to attend due to weather, and will update the board at a later meeting.

**Discussion and possible action:** Appointment of a representative and alternate to the MFO Joint Board.

**Motion by** Wacker, second by Hunter to appoint Deb Planansky as the Village of Hemingford representative and Lynda Novotny as the alternate to the MFO Joint Board.

**Voting Aye:** Novotny, Hunter, Wacker, Planansky, and Annen

**Discussion and possible action:** Resolution No. 2019-06 for the appointment of a representative and alternate to the Public Alliance for Community Energy Board (PACE). Lori Dannar was the representative, since she resigned from the board it is necessary to appoint a new representative.

**Motion by** Planansky Second by Novotny to appoint Rick Wacker as representative and Deb Hunter as alternate to the Public Alliance for Community Energy Board.

**Voting Aye:** Novotny, Hunter, Wacker, Planansky, and Annen

**Hemingford Community Care Center Report:** Census 11 on Assisted Living 32 on Nursing Home. Actively advertising to fill nursing staff positions night RN CANs' Med aids, Transport CNA, as well as Dietary, Housekeeping and laundry positions. Lori shared a list of employees with the board so they are aware who is working at the facility. Working on the budget, income and billing. Wanting to put up a comment board so that staff, residents or family members can put up comments. Setting up trainings, Latosha and Lori did some job shadowing at Highland Park and really was valuable training, working to get some billing training for Heather, as well as some in-service training for nursing staff. Nursing home week was the 12 – 19 of May. Activities included Margaritas and Mexican food on Tuesday, funny hat, sock and hair days. Friday ended the week with grilled steaks and baked potatoes for all residents and staff. One state reportable incident. Working thru 3800 e-mails from the past Administrator making sure that all have been addressed or sent to the right person to address the issues contained in the e-mails. All employees have picture name badges, (required by state). The atmosphere is becoming more and more positive. Southeast Community College is very helpful and

potentially could be as early as November 2019 that Lori could have her full Nursing Home Administrators License, if all goes well. – **Lori Dannar**

**Administrators Report:** So far since the 16<sup>th</sup> of April there have been a total of 6 riders and 5 tickets sold. The ridership has not been good yet but the weather has not been good for travel. We will track weekly numbers for another month to evaluate the needs here in Hemingford. All Cemetery data has been entered into the Caselle system, the Village and care Center Audits should be completed soon and sent to the state auditor. Insurance adjustor was out and estimated the damage from snow melt and rains to the roof of the Village office and the apartment on the second floor, and wall of the shop building that was splashed at the time of the Coop fertilizer spill. Bad Debit write off in the amount of \$7197.70. Accounting and Finance conference is June 12-14 in Lincoln that Barb will be attending. Lori Dannar is working as the Provisional Interarm Administrator at the Care Center making \$18.00/hr. this is in addition to duties as Social Services Director. I would like to make her a salary positioned employee, with a raise to \$42,000 per year. That is an increase of \$2.20 /hour. (All board members were in agreement) It looks like the contracts for the Solar project will be ready for the June Board meeting, and the bond income was deposited into the Village account on Thursday May 16, in the amount of \$1,183,600.00. We don't have a start date yet but anticipate we will have that soon.

**Discussion and possible action:** John Annen - Administrators annual evaluations and salary review. No action at the last meeting. All comments were very good.

**Motion** by Novotny Second by Planansky to raise the administrator's salary to \$60,000.00 per year retroactive to April 11, 2019 which is the administrator's anniversary date.

**Voting Aye:** Novotny, Hunter, Wacker, Planansky, and Annen

**Discussion and possible action:** promotion of Kyle Huss from Utilities Supervisor to Utilities Superintendent with a pay increase of \$3.00/hr. leaving him as an hourly employee. The salary budget for both electric and water can handle the increase. It is the recommendation of the Village Administrator that we move forward with this promotion, Kyle has been the supervisor for 2 1/2 years, and has done a fantastic job keeping up with all the demands of the village utilities, he is always prompt and timely on needed fixes, most of the utility ordinances are written requiring the approval of the Utility Superintendent. Kyle is more than deserving of this promotion.

**Motion** by Hunter, Second by Wacker to promote Kyle Huss to Utilities Superintendent with a \$3.00/hr. raise.

**Voting Aye:** Novotny, Hunter, Wacker, Planansky, and Annen

**Hemingford Utilities Report:** The pool is ready for opening on the 28<sup>th</sup> if weather permits, Summer help has been hired, Russ Frahm, Todd Wells, Cheryl Kaman, and Mataya Wilson. The new bucket truck was purchased for \$18,775.00 and is here in Hemingford, the water meter for the High School has been ordered and will be installed soon for the watering the football field.

**Discussion and possible action:** Purchase of a Zero-Radius turn Mower. Kyle Huss told the board that we needed to replace the John Deere, Kyle shared quotes from J&C Lawn Service for a used Walker Mower with a 48" deck with 1138 hours for \$10,200.00, a new Walker Mower for \$15,128. Kyle also had a quote from Midwest Farm Service for a new FasTrak mower with 54" deck for \$5652.65 and a new FasTrak SDX Mower 54" deck with 2 bag catcher for \$8373.67 After looking over the options presented the board ask Kyle to have each company come up and do a demo with each of the mowers, and make the choice of which one he feels would be the best for the Village.

**Motion** by Novotny second by Planansky to allow the Utilities Superintendent to purchase a new zero radius turn mower not to exceed \$10,200.00

**Voting Aye:** Novotny, Hunter, Wacker, Planansky, and Annen

**Discussion and possible action:** Bill Simmerman of Municipal Automation and Control sent a letter to the village proposing the purchase of the VFD that we had been renting for use during the of the water tower. The maintenance

was to have been done last fall but was not completed, the Village has had the VFD for nearly a year. The original rental of the VFD was for two months at \$1500.00. Since we have had the VFD for an extended period Mr. Simmerman proposes to invoice us rental of \$1500.00 for the first two months and another \$1500.00 for the remainder of the time, or we can purchase the VFD for \$3000.00.

**Motion** by Wacker Second by Planansky to purchase the VFD from Municipal Automation and Control for \$3000.00.

**Voting Aye:** Novotny, Hunter, Wacker, Planansky, and Annen

**Discussion and possible action:** Nuisance property at 600 Park, review of estimate for clean-up by Village employees, (\$14400.00). Comments from the property owners, Sara and Michael Blumenthal both told the board that they were working on cleaning the property but the weather has not been good enough to do much. Board members expressed their feelings that the property should have been cleaned up long ago when the process was first started one year ago. The property remains a nuisance, and little has been done to clean up the property. Blumenthal's' told the board that they had tried to take a load of stuff to the landfill north of town and was told that there was no room so they had to haul it back to town, and that the SWANN office personnel told them if they wanted to be able to use the landfill that would have to contact the village, as they are in charge of it.

**Motion** by Hunter Second by Planansky to have Police Chief Bryner contact the property owners, walk the property and show them the items and issues considered to a nuisance as defined by ordinance so that they could begin the cleaning process, but to also begin abatement of the nuisance property June 1, 2019. With any cost incurred by the Village to be assessed and invoiced to the property owners.

**Voting Aye:** Novotny, Hunter, Wacker, Planansky, and Annen

**Motion** to adjourn at 8:02pm by Wacker, Second by Novotny

**Voting Aye:** Novotny, Hunter, Wacker, Planansky, and Annen

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John Annen, Chairman

ATTEST:

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Barb Straub, Village Clerk