

MEETING MINUTES
VILLAGE OF HEMINGFORD BOARD OF TRUSTEES
November 15, 2016

Pledge of Allegiance and opening prayer

Meeting called to order at 7:05 p.m.

Present: Dannar, Annen, and Planansky

Absent: Luce, Keegan

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

Motion by Dannar that purchasing protective gear for utility crew members is an emergency item, for reason that pole should be repaired as soon as possible and can't be without the gear, Second by Planansky.

Voting Aye: Dannar, Annen and Planansky

Absent: Luce and Keegan

Motion by Planansky Second by Dannar to add Discussion and possible action on purchasing Fire Retardant Clothing for the safety of Utility Crew members to the agenda.

Voting Aye: Dannar, Annen and Planansky

Absent: Luce and Keegan

Consent Calendar items included minutes of the October 18, 2016 regular meeting, claims against the Village of \$37976.74, claims against the Utilities of \$8813.80, and claims against the Hemingford Community Care Center of \$123512.52

Motion by Dannar, Second by Annen to approve the consent calendar.

Voting Aye: Dannar, and Annen.

Abstaining: Planansky.

Rebecca Rinard, American Legion Post #9 Club Manager explained to the Village Board that, with the closing of one bar in town, she would like to apply for a Keno/Lottery License for the Legion club, and that the club had held such a license in the past.

Motion by Dannar, Second by Planansky approving the application for Keno/Lottery License by Rebecca Rinard American Legion Post #9 Club Manager.

Voting Aye: Dannar, Annen and Planansky.

Absent: Luce and Keegan

Emergency Agenda item, discussion and possible action- The electrical Lineman for the Village has requested that the Village purchase Fire Retardant Clothing (FR) for himself and also one other co-worker. While employees are working with the electrical system FR clothing is an important safety measure. The FR clothing for the lineman and one other employee is estimated at approximately \$2820.00.

Motion by Dannar, Second by Planansky to purchase Fire Retardant Clothing for Village Electrical workers, with an approximate cost of \$2820.00. Also utilizing a checkout process for

the clothing so that in the event the employee leaves the village the clothing is returned to the Village.

Voting Aye: Dannar, Annen and Planansky.

Utility Department Update- Kyle is taking his Grade 4 water class as a correspondence course and will test in Chadron upon completion of the course. All the winter equipment is up and running just need to complete the oil changes. Last month all Village drainage ditches were cleaned up and out, work had begun on the culvert at the drive on the west side of the school, it was brought to our attention that is in the state right of way and is more than likely the responsibility of the Nebraska Department of Roads. Mike Kesselring, Eddie Bittner, and JJ looked at the water hydrant at Box Butte and Sheridan and have decided that it would be better to work on that in the spring after school is out in the event that water needs to be shut off to complete the work. The hydrant is operable now but will need the repairs done in the spring. JJ will contact the Village Fire Department and advise them of the plan to repair. On 11/16/16 the Chlorination of the Village water supply will be discontinued, Well 4 had been shut off due to the chlorination, the sand separator was run and the well flushed. As a result of the chloroform hit the village water system was inspected by DHHS, there were a few violations that need to be corrected, one of which is the boiler in the basement of the Village office building needs to be disconnected and removed. The Utility crew will begin valve exercises in the near future.

Trustee Keegan entered the meeting at 7:28pm.

Discussion and possible action- The water tower is in need so repair, the pipe needs to be stabilized, there is excessive movement and is stressing both the expansion gland and the pipe attachment at the bottom of the water-bearing container. The movement was noticed during the last strong winds, Dick Frankforter of Maguire Iron, Inc. was out and gave an estimate for repair in the amount of \$9640.00.

Motion by Dannar, Second by Keegan : To have Maguire Iron, Inc make the repairs to the water tower according to the estimate provided by Maguire Iron, Inc. in the amount of \$9640.00

Voting Aye: Dannar, Keegan, Annen and Planansky.

Absent: Luce

Discussion and possible action—Completion of the DHHS Drinking Water Needs Survey, Mike Olsen of MC Schaff explained that the Needs Survey needs to be completed annually, giving the State of Nebraska a listing of needs, upgrades and repairs associated with the Village water system. The Village water system needs has remained the same as last year. The approximate cost of all water system projects is 1.8 million dollars. Completing the survey does not imply that the Village will be working on any or all of the projects, only that there is a need should funds be requested of the State. The longer an item is on the needs survey it is given priority points by the state.

Motion by Dannar, Second by Planansky to have Mike Olsen of MC Schaff, Mike Kesselring Village Water Operator, and Jayleen Forgey complete the DHHS Needs Survey.

Voting Aye: Dannar, Keegan, Annen and Planansky.

Absent: Luce.

Discussion and possible action- Completion of the DEQ Clean Water SRP grant application. This survey is completed annually, giving the State of Nebraska a listing of needs, upgrades and repairs associated with the Village. Waste Water System. Approximate cost for the improvements and projects for the Waste Water System is 1.9 million dollars. Completing the survey does not imply that the Village will be working on any or all of the projects, only that there is a need should funds be requested of the State.

Motion by Keegan, Second by Dannar to complete the DEQ Clean Water SRP.

Voting Aye: Dannar, Keegan, Annen and Planansky.

Absent: Luce.

Discussion and possible action- Need for Waste Water Discharge Permit; the application has no fee associated with it. Having a Waste Water Discharge Permit eliminates the need for an emergency discharge permit and any consequences associated with an emergency permit. Motion by Dannar, Second by Keegan to file and submit the application for a Waste Water Discharge Permit.

Voting Aye: Dannar, Keegan, Annen and Planansky.

Absent: Luce.

Discussion and possible action- Need to conduct a Flow Test at well #4 with proposal from Downey Drilling. \$500. Efficiency and sand content testing, allowing for a pump sizing recommendations.

Motion by Planansky, Second by Keegan to conduct a Flow Test at well #4 as proposed by Downey Drilling.

Voting Aye: Dannar, Keegan, Annen and Planansky.

Absent: Luce.

Discussion and possible action- There is no Notary Public at the Village office, in order to have a Notary at the office there is a \$30 commission fee, as well as a \$15000 surety bond at a cost of \$40 for 4years, as well as the cost for the notary stamp.

Motion by Dannar, Second by Planansky to pay fees, bond, and cost of the notary stamps to have both office staff members become Notary's.

Voting Aye: Dannar, Keegan, Annen and Planansky.

Absent: Luce.

Motion to adjourn at 8:12pm by Planansky, Second by Dannar

Voting Aye: Dannar, Keegan, Annen and Planansky.

Absent: Luce.

BANKCARD CENTER	SUP	\$226.68
BOX BUTTE COUNTY	CEMETERY DEEDS	\$20.00
BOX BUTTE DEVELOPMENT CORP	DUES	\$458.34
BYTES COMPUTER	CONTRACT SERVICE	\$37.99
CASELLE	CONTRACT SERVICE	\$336.34
CIVIL AIR PATROL MAGAZINE	ADVERTISING	\$145.00
COAST TO COAST SOLUTIONS	SUP	\$118.16
GARDNER, LOUZZENHISER & RYAN PC	PAR FEES	\$1,640.42
HEMINGFORD TELEPHONE	PHONE	\$436.16
HTMC	ADVERTISING	\$61.67
HUSS AUTO	REPAIRS	\$179.50
JOHN DEERE FINANCIAL	SUP	\$100.52
JP COOKE	SUP	\$68.70
KAAQ-FM	ADVERTISING	\$53.34
KOKES AUTO PARTS	REPAIRS	\$224.32
MOBIUS	INTERNET	\$25.00
NEBRASKA DEPARTMENT OF AG	DOG POUND FEES	\$35.00
NTO	SUP	\$484.82
PADD	DUES	\$207.46
PETTY CASH	SUP	\$87.76
PURCHASE POWER	SUP	\$134.64
RABENS MARKET	SUP	\$7.26
REDFIELD DIRECT LLC	SUP	\$354.63
ROAN RIVER RETAIL	SUP	\$6.49
SIMMONS OLSEN LAW FIRM, PC	PRO FEES	\$1,813.80
SMITHSONIAN INSTITUTION	DUES	\$34.00
STAPLES	SUP	\$133.48
STURDEVANTS AUTO PARTS	REPAIRS	\$478.02
SUSIE CHEEK	CONTRACT LABOR	\$83.33
THE LEDGER	ADVERTISING	\$145.67
TRITLE PLUMBING INC	CONTRACT SERVICE	\$300.00
US TREASURY	SALES TAX CORRECTION	\$475.87
VIAERO	CELL PHONE	\$209.63
WESTCO	GAS	\$381.09
PAYROLL 10/27/16	PAYROLL	\$12,158.41
PAYROLL 11/10/16	PAYROLL	\$11,646.57
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		\$37,976.74

15-Nov-16 **UTILITIES**

A&T ELECTRIC	CONTRACT LABOR	\$696.76
ALMQUIST MALTZAHN GALLOWAY & LUTH	PRO FEES	\$9,333.33

BANKCARD CENTER	SUP	\$908.12
BOX BUTTE DEVELOPMENT CORP	DUES	\$916.66
BYTES COMPUTER	CONTRACT SERVICE	\$75.96
CASELLE	CONTRACT SERVICE	\$672.66
DHHS	EDUCATION	\$80.00
DHHS	WATER TESTING	\$258.00
GARDNER, LOUTZENHISER & RYAN PC	PRO FEES	\$3,280.82
H&H	TRASH HAULING	\$4,411.21
HEMINGFORD TELEPHONE	PHONE	\$333.26
HTMC	ADVERTISING	\$123.33
HUSS AUTO	REPAIRS	\$565.43
JAMESON FORGEY	SUP	\$17.07
KAQ-FM	ADVERTISING	\$106.66
KRIZ-DAVIS CO	SUP	\$208.65
MIKE KESSELRING	CONTRACT LABOR	\$1,270.00
NMPP	DUES	\$205.98
NPPD	ELECTRIC PURCHASE	\$37,862.56
ONC CALL	CONTRACT SERVICE	\$9.06
PADD	DUES	\$414.94
PETTY CASH	SUP	\$81.23
PURCHASE POWER	SUP	\$269.26
RABENS	SUP	\$43.20
SOLUTIONS EAP	CONTRACT SERVICE	\$36.85
SORENSEN IRRIGATION	SUP	\$81.25
SOURCEGAS	HEAT	\$204.78
STAPLES	SUP	\$111.50
SUSIE CHEEK	CONTRACT LABOR	\$166.67
SWANN	TRASH DISPOSAL	\$6,107.64
THE LEDGER	ADVERTISING	\$291.33
VIAERO	CELL PHONE	\$138.54
WESTCO	GAS	\$137.39
PAY ROLL 10/27/16	PAYROLL	\$5,815.05
PAYROLL 11/10/16	PAYROLL	\$7,578.65
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		\$82,813.80

HCCC Claims

11/15/2016

Aflac	Benefits	\$	831.38
Allied Insurance	Insurance	\$	196.65

Bank Card Center	Supplies	\$	684.70
Casey Peterson Assoc	Professional Fee	\$	198.09
Blue Cross Blue Shield	Health Insurance	\$	6,987.01
Bloedorn Lumber	Supplies	\$	203.83
Blue Stauta	Software	\$	512.00
Bluffs Sanitary Supply	Supplies	\$	467.29
Buds Pest Control	Service Contract	\$	44.00
Culligan	Supplies	\$	300.00
Dave Randolph	Consultant	\$	300.00
Dave's Pharmacy	Resident Supplies	\$	120.67
David Johnson	Professional Fee	\$	350.00
Dish Network	Cable	\$	303.21
Pennar Patient Care	Supplies	\$	113.01
Ecolab	Supplies	\$	1,529.15
Harris Sales	Food	\$	371.51
HCIS	Dues and Subs	\$	80.00
Hemingford Telephone	Telephone	\$	883.65
Hemingford Utilities	Utilities	\$	2,337.74
Ideal Linen	Service Contract	\$	101.65
Huss Auto	Vehicle Expense	\$	290.73
Karen Johnson	Consultant	\$	500.00
Mckesson	Resident Supplies	\$	3,017.92
Nebraska Total Office	Supplies	\$	251.83
Pitney Bowes	Postage	\$	94.42
Pitney Bowes	Service Contract	\$	34.24
QBE	Work Comp Ins	\$	2,224.10
Raben's Market	Food	\$	611.21
Senior Insight	Consultant	\$	4,000.00
Solutions EAP	Benefits	\$	73.70
Source Gas	GAS	\$	418.35
Standley Healthcare	Resident Supplies	\$	207.50
The Thompson Co	Food	\$	6,781.54
VSP Vision	Benefits	\$	178.05
Westco	Vehicle Expense	\$	179.89
Katie Dannar	Supplies	\$	187.26
Stericycle	Service Contract	\$	196.26
Direct Supply			1,259.98
Compufact		\$	\$33.00
Total Claims			37,455.52
Payroll	5-Oct	\$	44752.13
	20-Oct	\$	41304.87

TOTAL

\$ 123,512.52

Chairman, John Annen

ATTEST:

Barb Straub, Administrator/ Clerk-Treasurer