

REGULAR MEETING MINUTES

VILLAGE OF HEMINGFORD BOARD OF TRUSTEES

November 19, 2024-6:00pm

700 Box Butte Ave. Hemingford, NE. 69348

Zoom Virtual Meeting information

Meeting ID 88691036031 Passcode 108724

Pledge of Allegiance

Opening prayer by – Jake Frost

Public Open Meeting Act poster location was pointed out on the north wall of Council Chambers located at the Village office.

Meeting called to order at 6:04 p.m.

Present: Frost, Hunter, Mahony, Wacker

Absent: Novotny

Motion by Mahony, second by Hunter to excuse Trustee Novotny from the November 19, 2024 Regular meeting of the Village of Hemingford Board of Trustees

Voting Aye: Frost, Hunter, Mahony, Wacker.

Consent Calendar items included the Minutes of the October 15, 2024 Regular meeting, minutes of the September 16, 2024. Claims against the Village of \$183,398.07, Claims against the Utilities of \$230,142.31 Claims against the Hemingford Street Project Phase 1 of \$268,454.86. October 2024 Village Financial Statements and Bank Reconciliations reports. October 2024 Library Report. Appointment of Pat Franklin to the Hemingford Library Board.

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

Voting Aye: Frost, Hunter, Mahony, Wacker.

Absent: Novotny

Discussion and Possible action: Fiscal Year 2023 Audit Presentation by Jim Gardner. The audit was delayed due to finalizing of the Care Center, but it was completed and filed with the State of Nebraska in time for the release of the Village's Highway Allocation funds. There was no compliance issues identified in the audit. There were two items cited each year due to the size of the staff; 1.) segregation of duties, 2.) preparation of financial reports by the auditor. All funds are fairly represented, reconciled and balanced. Journal entries were to move from a cash basis to accrual basis accounting format. Transfers from the enterprise departments to the Village General fund is a normal activity for municipalities as the governmental departments do not create a profit. Monthly financial reports to the Village Board are complete and reliable.

Motion by Frost, Second by Hunter to approve the FY 2023 Audit as presented.

Voting Aye: Frost, Hunter, Mahony, Wacker.

Absent: Novotny

Open Public Hearing: 6:17pm 2025 1- & 6-year Hemingford Street Improvement Program

Discussion and possible action: Jeff Wolfe, MC Schaff and Associates presented the Hemingford 1- & 6-year street improvement program as unchanged from 2024 due to the ongoing street project. The north end of Box Butte Ave. from the railroad tracks to the Village corporate limits remains on the one-year plan in the event funding becomes available in conjunction Box Butte County Roads improvement on CR 70 from the corporate limits north to the county line. There were no questions from the Board, and the only public comment was to clarify the county road number. There were no further questions or comments.

Motion by Hunter Second by Mahony to approve Resolution 2024-07 adopting the One (1) and Six (6) Year Street Improvement Program for fiscal year 2025.

Voting Aye: Frost, Hunter, Mahony, Wacker.

Absent: Novotny

Close Public Hearing: 6:20pm

Information only: The Hemingford Planning and Zoning Commission approved the building permit for the Box Butte County Roads Department, for a new garage/storage facility at 216 Box Butte Ave.

Discussion and possible action: Hemingford Volunteer Fire Department Quarterly update. There have been no roster changes, there have been 47 fire calls, 102 EMS calls, 17 training events, 6 drills and 23 events. The new ambulance cost is still at \$339,496.08 and is now scheduled for production in July or August of 2025. Boss's night held on November 9th, was a success and well attended. The department participated in the round 1 Hazard Mitigation meetings round 2 has not been scheduled yet. Shad Bryner will again be Chief for the upcoming year but no other officers or captains have been elected. – Barb Keegan

Discussion and possible action: Second reading of Ordinance #829

AN ORDINANCE OF THE VILLAGE OF HEMINGFORD, BOX BUTTE COUNTY, NEBRASKA, TO ESTABLISH REVISED SEWER RATES FOR THE VILLAGE OF HEMINGFORD MUNICIPAL SEWER SYSTEM; PROVIDING AN EFFECTIVE DATE; AND REPEALING ANY EXISTING ORDINANCES OR OTHER PROVISIONS IN CONFLICT THEREWITH; AND DIRECTING THE PUBLICATION OF THIS ORDINANCE.

Motion by Mahony, Second by Hunter to advance Ordinance # 829 to the third reading at the next regularly scheduled meeting of the Hemingford Board of Trustees.

Voting Aye: Frost, Hunter, Mahony, Wacker.

Absent: Novotny

Information only: Trustee Mahony reported there was a meeting held with the Box Butte County Sheriff, Trustee Hunter, K. Huss and B. Straub. Sheriff Stuphen presented a cost increase for the upcoming year. The proposed increase was approximately 6.6%. The County Commissioners are aware of the increase request and felt that it was a fair request. The increase won't take effect until October 2025. Box Butte County Attorney will make changes, to reflect the increase, to the agreement and send back for approval.

Discussion and possible action: The quote provided by Weathercraft Co. for repair to the library roof in the amount of \$1550.00 became outdated and a second quote was received in the amount of \$1645.00 for the scope of repairs. A difference of \$95.

Motion by Frost, Second by Mahony to approve the updated quote from Weathercraft in the amount of \$1645.00.

Voting Aye: Frost, Hunter, Mahony, Wacker.

Absent: Novotny

Discussion and possible action: All but 7 pole mount Christmas decorations have been replaced, the remaining (old) 7 are in bad shape and need replaced. MainStreet designs sent a quote for 6 Nativity Star decorations and 1 Menorah along with 150 Christmas bulbs in the amount of \$5664.76.

Motion by Hunter, Second by Frost to purchase 7 pole mount Christmas decorations as described in the quote from MainStreet Designs in the amount of \$5664.76

Voting Aye: Frost, Hunter, Mahony, Wacker.

Absent: Novotny

Discussion and possible action: The line of credit carries a principal balance of \$155,591.26 and is up for renewal there are three options available 1.) renew for 12 months continuing monthly interest payments at a fixed rate of 5.4%. 2.) Term out the balance for 36 months with monthly payments of approximately \$4700 at a fixed rate of 5.5%. or 3.) term out the balance of 60 months with monthly payments of approximately \$2980 at a fixed rate of 5.6%.

Motion by Mahony, Second by Frost to renew the line of credit at Nebraska Bank for another 12 months at a fixed rate of 5.4%, and review the Village's ability to make quarterly payments towards the principal amount.

Voting Aye: Frost, Hunter, Mahony, Wacker.

Absent: Novotny

Discussion and possible action: CD maturing 12/3/25 current balance of \$2,248,309.00 plus accrued interest of \$20,415 for a total value of \$2,268,724.00.

Motion by Mahony, Second by Hunter to renew a 6-month CD in the amount of \$2,000,000.00 at a rate of 4.15% And open a 3-month CD in the amount of \$223,005.74 and \$51,468.67 (CD interest) will be deposited into the City Sales Tax account to pay bond anticipation note interest.

Voting Aye: Frost, Hunter, Mahony, Wacker.

Absent: Novotny

Discussion and possible action: Seeking approval of budgeted employee year-end incentives, \$250 per full time employee and \$100 per part-time employee for a total of \$2300. In the past visa gift cards have been purchased from the Hemingford Credit Union and there is a \$4 service fee per card bringing the total to \$2344.

Motion by Hunter, Second by Frost to distribute employee year end safety incentive as described and approved in the 2024-2025 fiscal year budget with the 12/12/24 payroll.

Voting Aye: Frost, Hunter, Mahony, Wacker.

Absent: Novotny

Discussion and possible action: Holiday Utilities promotion. The Village office staff will be creating a contest of sorts where 10 random residents will be awarded \$50 credit towards their January 2025 utility bill. The contest will run during the month of December. Starting the week of December 9th. Like last year we will try to involve the Hemingford local businesses.

Motion by Frost Second by Mahony to allow Village office staff to award 10 randomly chosen residents a \$50 credit towards their January 2025 utility bill.

Voting Aye: Frost, Hunter, Mahony, Wacker.

Absent: Novotny

Administrators Report: BBCSO reports 11 traffic stops and 56 calls for service, a full report is on file in the Village Clerks office and included in the Board packet. Update on grant opportunities for north CR 70, in cooperation with Box Butte County Roads. B Keegan is working with NDOT researching grant opportunities, right now the cost prediction is approximately \$1,000,000 per mile, with Hemingford responsible for a short half mile. The Village responsibility would be to provide matching funds for that section of the road. Splash Pad final payment has been made and close out of splash pad grant is complete and should be receiving the \$57000 grant funding in the next 10 days, property tax funds in the amount of \$221,663.00 deposited into the Village General account will be transferred to the City Sales Tax account.

Utilities Department Report: Bobby Henderson was hired and started on the 12th of November, Electric updates to the 700 Block of Sidney were made last week, Hydrants have been flushed for the year, AMI update- still hoping to have the water side up and running by the end of the year and the electric side after the first of the year. K. Huss is on vacation but can be contacted after the 25th with any questions.

Discussion and possible action: The sinking fund for equipment upgrades has a balance of \$96,727.00. The oldest Village bucket truck needs to be replaced the hydraulics in the boom need repaired, the cost of that repair would be more than the truck is worth. The Village does need two bucket trucks from time to time and in the event of an emergency a second one is needed. The Utility superintendent is requesting permission to search for a second bucket truck and potentially bid on one if found. Average cost of a 55- foot knuckle boom truck is between \$50,000 and \$70,000 right now on the auction sites.

Motion by Mahony, Second by Frost to authorize K. Huss to research and shop auctions for a bucket truck that will meet the needs of the Village and use best shopping practices, further authorizing Huss to use up to \$70,000 of the sinking fund to purchase a bucket truck.

Voting Aye: Frost, Hunter, Mahony, Wacker.

Absent: Novotny

Code Enforcement Report: There are 31 open cases, 5 were closed since the October board meeting and 6 new ones opened. Contact has been made with residents regarding campers or trailer left parked on the streets and for the most part all have been moved to allow adequate room for snow removal. There are 2 files advancing toward abatement, 912 Ogallala (school property) had been demolished and debris will be removed.

Animal Control: since becoming certified in August 2024 12 more animals have been licensed and Hemingford will hold the first Spay and Neuter day with a mobile clinic on December 7th starting at 7:30 am all appointments have been filled at this time but are taking names for a waiting list if any openings occur.

Content for updates to the animal control ordinances has been supplied K. Cotant ask that the board review this content and make comments or suggestions while we work on formatting of the updated ordinance. K. Cotant is also asking for help standardizing the policies and procedures regarding animal control and nuisance abatement. Cotant and Straub will be working on a fee schedule to be presented during the January regular meeting of the Village Board of Trustees.

Recognition of Outgoing Board Member Lynda Novotny, Novotny was unable to attend the meeting but Trustee Frost expressed the Boards appreciation for her work the last years and commitment to the residents of the Village of Hemingford. Thank you, Lynda.

Public Comment: No comments

Motion to adjourn at 7:05 pm by Mahony, Second by Hunter

Voting Aye: Frost, Hunter, Mahony, Novotny

Absent: Novotny

ATTEST:

Richard Wacker, Chairman

Barb Straub, Village Clerk