

MEETING MINUTES  
VILLAGE OF HMEINGFORD BOARD OF TRUSTEES  
Regular Meeting  
November 20, 2018 6:00pm

Pledge of Allegiance

Opening prayer by Lori Dannar

Meeting called to order at 6:00 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 October 16, 2018 regular meeting, minutes of the October 11, 2018 Public Hearing. Claims against the Village of \$35,501.08, Claims against the Utilities of \$86041.73, and claims against the Hemingford Community Care Center of \$139,158.06. October 2018, Village financial statements. October 2018 Library Report. Copy of the demand for payment letter to Great West Casualty for damages to the electric pole at the corner of Wyoming and Shoshone.

Motion by Dannar Second by Novotny to approve the consent calendar as read.

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

Patrick Hartman BNSF Trainmaster for the Butte sub-division gave a bit of background information on the railroads part in quiet zones and the costs associated with putting them in place at the two intersections in Hemingford. There are two options either a quiet zone or wayside horns. Federal regulations mandate that trains sound their horns for 15 to 20 seconds ahead of a crossing and the sound must be between 96 and 110 decibels, the same regulation allows communities to apply to make crossings horn-free through a process which involves installing 100-foot-long medians at each intersection in all directions to discourage drivers from going around the crossing arms. Medians at the intersections would make it difficult for semi-trucks turning right on to Niobrara from the south, causing potential problems for Farmers CO-OP. Bart Moseman from Farmers Co-op was also concerned about the potential difficulties turning at the intersections and the additional safety concerns for CO-OP employees. There is also the issue of liability insurance should there be an accident at the crossings. Updates and construction and engineering of crossings would all be a cost to the village. Hartman was unsure but felt that the liability cost would be the village burden. Dan Smaha was on hand saying as he researched the possibility of a quiet zone, he neglected to consider the cost of liability insurance and the cost to the village should there be an accident. The board thanked Hartman, Moseman and Smaha, for attending the meeting and sharing information. No action was taken by the Village Board.

Motion by Hunter Second by Novotny to move item #12, discussion and possible action on a request for funds by the Hemingford Nutritional Center up on the agenda.

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

Discussion and possible action on a request from the Hemingford Nutrition Center for funds from the Hemingford Keno account to help temporarily augment the food budget at the nutrition center. Due to potential conflicts of interest Deb Hunter was excused so that she could present the request to the board. Deb Hunter is the Site Manager and Diana Smith is an Aging Office Board Member, they both stated that the budget is based on the number of meals served in prior months and there were months that only 4 or 5 meals were served daily. Currently the budget allowed by the Aging Office of Western Nebraska is approximately 377

dollars monthly to prepare meals for 15-20 clients, one meal per day 5 days per week. The budget is just too small to feed the seniors of Hemingford a balanced and nutritional meal, and for some this could be the only true meal they have during the day. Village Attorney Shaver confirmed that this would be an acceptable use of Keno/Lottery funds.

Motion by Dannar second by Wacker to provide \$300 monthly for 8 months starting in November 2018 through June 2019 to supplement the food budget at the Hemingford Nutrition Center using Village Keno/Lottery funds.

Voting Aye: Dannar, Wacker, Annen, Novotny.

Abstain: Hunter.

Hemingford Community Care Center report: Administrator Peggy Ratzlaff reported that a large capacity (100 gallon) hot water heater had to be replaced and thanked Trustee Dannar for picking it up for the facility, currently all full-time positions are filled and still looking for a part time day CNA and Restorative aid as well as PRN med aides. The 5-year state survey in Assisted Living was completed on 11/13/18, resulting in only 7 tags, all minor issues that can be easily fixed. Censes is 30 on the nursing home side and 10 in AL.

Hemingford Utilities Report: Supervisor Huss reported that scheduled maintenance to the water tower would not take place until June, cold temperatures prevent the painting of the tower. Kyle will work with DHHS, Doug Woodbeck, to get an extension for the maintenance as it was a part of the inspection that needed to be corrected. Christmas lights are all up on the poles and the tree will be decorated next week, two new ornaments have been ordered and will be put up as soon as they arrive. The will be on the corner in front of the credit union and the dental clinic. Sewer jetting has been completed throughout town and a vehicle maintenance is up to date.

Discussion and possible action: Quote for repairs and upgrades to the Cemetery irrigation well from Sargent Drilling Co., Supervisor Huss was asked to get quotes from at least one other company for the repairs needed, no other board action was taken.

Hemingford Police Department Report: One nuisance citation has been issued so far and the second will be issued the first week of December if there has not been progress cleaning up the property.

Discussion and possible action: Clarifying wording regarding the use of sick time by the police department. Because we have a 2-person department most of the time when it is necessary to take time for medical appointments schedules are rearranged to avoid causing one officer to work more than 7 days in a row. All village employees are allowed to use sick time for appointments but the police department because of the need to adjust schedules are not able to use this benefit. The police department committee met and recommend a change to the employee hand book to allow each office 2 hours of sick time for each appointment wither on or off duty. Attorney Shaver was directed to prepare a resolution to that effect for consideration at the next regular board meeting.

Village Administrators Report: Believe in Hemingford Tree Lighting Soup supper, Santa and community carolers will be held on Wednesday December 5<sup>th</sup> with supper to begin at 5:30pm with the lights of the downtown tree coming on at 7pm. Supper is a free will donation. Donations will be used to purchase new pole ornaments that hang on Box Butte and Niobrara Avenues. Box Butte Development Corporation annual

meeting was held at the West Side Events Center on November 14<sup>th</sup>, 2018 at noon. During the meeting Dave's Pharmacy was given the honor of Business of the Year while Table Top Meats was given the distinction of Entrepreneur of the Year. Village audit is scheduled tentatively for December 10<sup>th</sup> through the 14<sup>th</sup>. Discussions with the school regarding bulk water billings have begun, and a meeting with the school superintendent, some school board members, and village board members will be scheduled.

Discussion and possible action: Clerk School will be March 17, 2019 through March 22, 2019 in Kearney early registration is \$393.00 each. Both the Clerk and Deputy Clerk benefit from the training and both would like to attend in March of 2019.

Motion by Dannar Second by Hunter to send both the Clerk and Deputy Clerk to Clerk School in Kearney the week of March 17<sup>th</sup> to March 22<sup>nd</sup> 2019 at a registration cost of \$393.00 each.

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

Discussion and possible action: Consideration of a Christmas bonus for village employees. In past years employees were given Chamber Bucks as a Christmas bonus, Village administrator would like continue the same this year. The board agreed this should continue and discussed the amount to be given to each employee. \$250.00 was budgeted for each full-time employee and \$75.00 for part time employees.

Motion by Dannar Second by Novotny to purchase chamber bucks as employee Christmas bonuses. Full time employees will receive \$225.00 and part time employees will receive \$125.00 for a total of \$2050.00.

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

Discussion and possible action: First Reading Ordinance #806

**AN ORDINANCE OF THE VILLAGE OF HEMINGFORD, NEBRASKA, AMENDING THE HEMINGFORD MUNICIPAL CODE §33.04 TO PROVIDE THAT THE VILLAGE BOARD OF TRUSTEES REGULAR MEETINGS SHALL BE HELD AT 6:00 P.M.; PROVIDING FOR AN EFFECTIVE DATE; AND REPEALING §33.04 AND ALL EXISTING PROVISIONS OF THE MUNICIPAL CODE NOT CONSISTENT WITH THIS ORDINANCE.**

Motion by Dannar Second by Wacker to waive the 2<sup>nd</sup> and 3<sup>rd</sup> reading of Ordinance #806

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

Motion by Dannar Second by Wacker to pass and publish Ordinance #806.

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

Discussion and possible action: Land Lease agreement between the Village of Hemingford and Box Butte County Ag Society, for a portion of the golf course to be used for a community solar array. Attorney Shaver shared a copy of the land lease prepared, asking if there needed to be any changes or additions, she explained the next step would be to send the land lease agreement for approval by the attorney for the Ag Society and also the attorney for the project financing company. If there are no requested changes by either of those parties then the agreement would return the village board for approval. No Action taken.

Motion to adjourn at 8:7:59pm by Wacker, Second by Dannar  
Voting Aye: Dannar, Wacker, Hunter, Annen, Novotny.

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John Annen, Chairman

ATTEST:

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Barb Straub, Village Clerk

**20-Nov-18 VILLAGE**

BankCard	sup	\$1,189.51	
Bernies	sup	\$153.64	
Bluffs Sanitary	sup	\$13.70	
Box Butte County Treasurer	recording fee	\$10.00	
Bytes Computer	cont. serv.	\$40.31	
Carquest	parts	\$206.63	
Caselle	cont. serv.	\$336.33	
Farmers Coop	sup	\$113.47	
Gardner Loutzenhiser, Ryan PC	cont. serv.	\$1,109.86	
Hemingford Coop Telephone	copies	\$32.50	
Hemingford Coop Telephone	phone	\$452.81	
Hemingford Public Schools	liq lic	\$1,200.00	
Huss Auto	repair	\$37.80	
John Deere Financial	sup	\$196.77	
JP Cooke	dog tags	\$74.50	
KAQ-FM	adver	\$46.66	
Koke's Auto, Farm, Truck	parts	\$18.49	
Lori Dannar	cont. labor	\$175.00	
Marley Pehoviack	sup	\$16.91	
Michael Todd	sup	\$18.95	
Mobius	internet Library	\$25.00	
Neb Mun Clerk Assoc	dues	\$50.00	
Nebraska Law Enforcement Training	training	\$260.00	
Nebraska Total Office	sup	\$56.59	
Petty Cash	sup	\$53.33	
Rabens	sup	\$55.50	
Ray Hernandez	lot buy back	\$100.00	
Roller Hardware	sup	\$118.59	
Simmons Olsen Law Firm	pro fees	\$1,880.80	
Sturdevants	parts	\$725.16	
The Ledger	adver.	\$316.69	
United States Post Office	stamps	\$22.50	for approval

Viaero	cell phone	\$156.46
WestCo	fuel	\$602.58

<b>PAYROLL</b>	<b>10/25/2018</b>	<b>\$13,046.52</b>
<b>PAYROLL</b>	<b>11/8/2018</b>	<b>\$12,587.52</b>

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**\$35,501.08**

**20-Nov-18 UTILITIES**

BankCard	sup	\$24.70	
Barco	sup	\$80.24	
Bauerkempers	sup	\$64.10	
Black Hills Energy	heat	\$248.10	for approval
Border States	elec sup	\$148.77	
Bytes Computer	cont. serv.	\$80.64	
Carquest	parts	\$305.40	
Caselle	cont. serv.	\$672.67	
City of Alliance	support	\$1,455.50	for approval
Core & Main	sup	\$103.10	
DHHS	water testing	\$15.00	
Farmer's Coop	sup	\$34.42	
Gardner Loutzenhiser, Ryan PC	cont. serv.	\$2,219.74	
H&H	hauling	\$4,272.93	
Hemingford Coop Telephone	copies	\$65.00	
Hemingford Coop Telephone	phone	\$310.84	
KAAQ-FM	adver	\$93.34	
Lori Dannar	cont. labor	\$175.00	
Michael Todd	sup	\$171.88	
Nebraska Total Office	sup	\$45.83	
NPPD	power purchase	\$46,532.96	
One Call	cont. serv.	\$4.92	
Petty Cash	sup	\$99.75	
Purchase Power	postage	\$276.99	
Rabens	sup	\$41.42	
Solutions EAP	cont. serv.	\$36.85	
Sturdevants	parts	\$160.32	
SWANN	disposal	\$5,893.36	
The Ledger	adver.	\$456.06	
Viaero	cell phone	\$109.54	
Wesco	sup	\$558.89	
WestCo	fuel	\$364.61	

<b>PAYROLL</b>	<b>10/25/2018</b>	<b>\$10,345.81</b>
<b>PAYROLL</b>	<b>11/8/2018</b>	<b>\$10,573.05</b>
		<b>\$86,041.73</b>

**HCCC 11/20/18**

<b>COMPANY</b>	<b>PURCHASES</b>	<b>COST</b>	
Aflac	Supplemental Insurance	\$196.82	
Bank of the West	Monthly Stmt - Supplies for HCCC	\$1,138.09	
Black Hills Energy	Utilities - 605 Donald	\$425.43	For Approval
Bernie's Ace			
Hardware	Seat Disk AM Standard	\$8.54	
Bloedorn Lumber	Repair supplies	\$408.85	
BlueStrata E H R	Monthly Software Subscription	\$512.00	
Bluffs Sanitary	Kitchen / HCCC supplies	\$485.54	
Bud's Pest Control	Spray room for spiders / monthly services	\$44.00	
Compufact Research	Background checks	\$348.00	
David Randolph, RPh	Pharmacy Reports	\$300.00	
DHHS	Assessment Form - 2nd Qtr	\$10,077.75	For Approval
Dr Mark Chu	Medical Director	\$750.00	
Direct Supply	Pillowcases; Sheets	\$667.93	
DocuShred	Shredding	\$28.00	
Ecolab	Laundry	\$693.35	
Erin Kontogiannis	Social Work Oversight	\$250.00	
Farmer's Coop	Maintenance supplies	\$209.66	
GNMSS Alliance	Vaccinations - Anna Loomis	\$75.00	For Approval
Hansen's			
Locksmithing	HCCC Keys - Employees	\$40.00	
Harris Sales	Misc bread	\$611.66	
Hemingford Ledger	Misc job ads	\$63.39	
Hemingford Post Office	Box Renewal - PO Box 307	\$0.00	
Hemingford Telephone	Phone charges	\$816.97	
Hemingford Utilities	605 Donald - Utilities	\$2,006.59	
Ideal Linen	Cleaning services - mats	\$149.68	
Karen Johnson	Dietician	\$500.00	
Katie Dannar	Haircuts	\$198.00	
Lux Travel Nurse	Travel Nurses	\$7,345.47	
McKesson	Medical supplies	\$3,573.48	
NCSPC	Garnishment	\$354.00	For Approval
Nationwide Insurance	Insurance - Auto; Commercial; Gen Liability	\$2,095.28	

Nebraska Safety & Fire	FA HD QSPR	\$738.30	
Nebraska Total Office	Misc Office Supplies	\$787.84	
Northwest Pipe Fittings	Water Heater	\$4,918.13	
Northwest Respiratory	Bipap Unit / Oxygen Cylinders	\$363.06	
Peggy Ratzlaff	Supplies Housekeeping / Resident Trust	\$191.69	For Approval
Pitney Bowes	Mail station Red Ink	\$86.61	
Raben's	Groceries	-\$7.31	
Safe 'N' Clean Solutions	Clean Kitchen Hood Exhaust System	\$500.00	
	Employee Claims	\$73.70	
STAT Staffing, LLC	RN / LPN Staff	\$9,449.61	
The Thompson Co	US Foods - Foodservice	\$7,673.86	
Tina Frahm	Haircuts	\$89.00	
UnitedHealth Care	Insurance	\$3,575.19	
West Bend	Workman's Comp	\$4,925.80	
WestCo	Fuel	\$219.48	
Winsupply	Supplies for Water Heater	\$53.30	
		<b>\$68,011.74</b>	
Payroll 10/20/18		\$34,532.99	
Payroll 11/05/18		\$36,613.33	
TOTAL		<b>\$139,158.06</b>	