

REGULAR MEETING MINUTES

VILLAGE OF HEMINGFORD BOARD OF TRUSTEES

November 21, 2023-6:00pm

700 Box Butte Ave. Hemingford, NE. 69348

Zoom Virtual Meeting information

Meeting ID 828 1236 7805 Passcode 625541

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 6:00 p.m.

Present: Novotny, Frost, Hunter, Mahony, Wacker

Chairman Wacker announced that no action will be taken on agenda item 18 and will be postponed to the January 16, 2024 regular meeting of the Village Board of Trustees.

Consent Calendar items included the Minutes of the October 17th, 2023 Regular meeting Claims against the Village of \$5164.64, Claims against the Utilities of \$122663.12. October 2023 Village Financial Statements and Bank Reconciliations reports. October 2023 Library Report.

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

Voting Aye: Novotny, Frost, Hunter, Mahony, Wacker.

Discussion and possible action: Second Reading of Ordinance # 819

AN ORDINANCE OF THE VILLAGE OF HEMINGFORD TO REVISE THE RATES FOR ELECTRIC SERVICE IN THE VILLAGE OF HEMINGFORD, RULES AND REGULATIONS GOVERNING DISCONTINUANCE OF ELECTRIC ENERGY AND SERVICE, REPEALING ALL OTHER ORDINANCES IN CONFLICT WITH THIS ORDINANCE

Motion by Novotny, Second by Hunter to waive the third (3rd) reading of Ordinance #819 to revise the rates for electric service in the Village of Hemingford.

Voting Aye: Novotny, Frost, Hunter, Mahony, Wacker.

Motion by Frost, Second by Mahony to pass and publish Ordinance #819 to revise the rates for electric service in the Village of Hemingford.

Voting Aye: Novotny, Frost, Hunter, Mahony, Wacker.

Open Public Hearing for the Hemingford One and Six (1 &6) Year Street Program Plan at 6:06 pm.

The plan prepared by Jeff Wolfe of MC Schaff and Associates was based on the current street project and the prior year's Street Improvement Plan. The one -year portion of the plan included the new project for streets and intersections throughout the Village in the worst condition. The six-year portion has always included the widening of Box Butte Ave from Custer Street to Ord Street, that widening would eliminate the islands. Board requested changes to the six-year portion

included replacing Box Butte Ave from Crook Street to the south Village limits with 8-inch pavement. The Board removed the widening of Box Butte Ave. from Custer Street to Ord Street.

Close the Public Hearing for the Hemingford One and Six (1&6) Year Street Program Plan at 6:15pm

Motion by Mahony, Second by Hunter to approve Resolution 2023-10 approving the One and Six (1&6) Year Street Improvement Plan with the addition of 8-inch pavement on Box Butte Ave. from the South Village limits north to Crook Street, and eliminating the widening of Box Butte Ave. from Custer Street to Ord Street.

Voting Aye: Novotny, Frost, Hunter, Mahony, Wacker.

Discussion and possible action Presentation of the 2022 Fiscal Year audits for the Village of Hemingford and the Hemingford Community Care Center (HCCC) were presented by Jim Gardner. That the Village is in good financial standing, there were no findings of major concern, due to the limited number of staff it is impossible to have the amount of segregation of duties to eliminate that finding, as is the case with most municipalities. Bookkeeping and accounting practices are in good order for the Village, HCCC, however is not and it took a lot of work to get the books back to a balanced status. HCCC showed a net loss of \$54000 at the end of the audit, and could still have potential payroll withholding liabilities that would drive that loss amount up. Going forward the HCCC books, will be absorbed into the Village enterprise fund now that the audit is complete, the HCCC has closed and the facility has been leased to a private company.

Discussion and possible action: Drinking water new well project and AMI radio read metering system. Mike Olsen of MC Schaff told the Board that based on the results of the test well it may be best to consider another location (likely on the south end of town) before going to the expense of a new well at the original site of the test well, given that it was not able to produce the desired volume of water per minute. At the rate the test well was producing a second well would need to be drilled at the same location, causing a significant cost increase to the overall project. The Board agreed that a second site for a test well should be located if possible. Olsen told the board that the USDA in conjunction with our water planning grant and the AMI metering system could help fund the metering system with a grant/loan for the water portion of the AMI project, and it would have to be a loan most likely for the electric side of the project. There are certain conditions that have to be met to be considered for a loan of that type and he would need to get us the details on that program.

Kyle Huss told the board that Core & Main required an agreement in order to apply and receive a radio frequency for the Village. Without our own frequency meters could not be ordered as they are each set to our own specific frequency. The agreement would allow meters to be ordered as soon as possible. Right now, it is nearly a year led time to receive meters once they have been ordered.

Motion by Frost, Second by Mahony to move forward and sign the agreement with Core & Main and order meters.

Voting Aye: Novotny, Frost, Hunter, Mahony, Wacker.

Discussion and possible action: Resolution 2023-11 for the safety of Hemingford residents, placing Stop Signs on Box Butte Ave at Crook Street to the south, making that intersection a 3 way stop coming into town from the south, and placing another stop sign at the intersection of Kearney and Box Butte Ave making that intersection a 4 way stop.

Motion by Hunter, Second by Novotny to approve Resolution 2023-11 placing stop signs at Crook and Box Butte and Kearney and Box Butte.

Voting Aye: Novotny, Frost, Hunter, Mahony, Wacker.

Discussion and possible action: Resolution 2023-12 for the sealed bid sale of the 2014 Dodge Charger.

Motion by Frost, Second by Mahony to approve resolution 2023-12 for the sale of the 2014 Dodge Charger.

Voting Aye: Novotny, Frost, Hunter, Mahony, Wacker.

Discussion and possible action: Resolution 2023-13 for the sale of bicycles and scooters.

Motion by Frost, Second by Mahony to approve resolution 2023-13 for the sale of bicycles and scooters.

Voting Aye: Novotny, Frost, Hunter, Mahony, Wacker.

Discussion and possible action: Resolution 2023-15 for the Year End Certification of the City Street Superintendent as appointed December 27, 2022, Jeff Wolfe.

Motion by Mahony, Second by Hunter

Voting Aye: Novotny, Frost, Hunter, Mahony, Wacker.

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 \$1900. 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 \$1940.

Motion by Hunter, Second by Novotny to approve year-end employee incentives in a total amount of \$1940.

Voting Aye: Novotny, Frost, Hunter, Mahony, Wacker.

Information Only: Splash Pad Update, component for the splash pad have been ordered but we don't have a delivery schedule yet. Patrick at Commercial Recreation Specialist is working and doing his best to try to get our pad built and ready in time for the pool opening on Memorial Day 2024 but that are a couple of other jobs ahead of us.

Information Only: Street Project Phase Bond anticipation note proceeds are expected to be deposited on 12/8/2023 at an interest rate of 4.6%

Discussion and possible action: Deposit of Bond anticipation funds. With funds being deposited in December and not needed for payment on the street project until late spring of early summer of 2024 Nebraska Bank is offering a 6-month CD at an interest rate of 4.668%. At that rate of return the Village would be able to make the first interest payment due June 15, 2024 in the amount of \$82,555.31 Administrator directed to make that 6-month CD deposit when Bond anticipation funds are received, and to also look into other possible investment possibilities in the future for remaining funds.

Utilities Department Report: Fixed sink hole underneath Box Butte and Niobrara Avenue intersection. Finished the Wheatridge underground electrical project, street sweeping trying to get leaves picked up, sewer jetting nearly done just have the main trunk line going east out of town to complete. With two employees out of town this week for the Holiday if snow comes it will be move as best as it can being short-handed, it might be slow but will be done. -Kyle Huss

Administrators Report: Sheriffs Office reports 23 calls for service and 1 traffic stop, Line of credit renewal rates are included in the board packet and will renew on 12/01/23at a fixed rate of 6.35%. Believe in Hemingford Tree Lighting and Soup Supper will be on November 29, 2023 starting at 5 pm. -Barb Straub

Discussion and possible action: Holiday Utilities promotion. The Village is proposing a Dr. Suess theme scavenger hunt 6 Grinch Bingle Balls (ornaments) will be hidden (one a week) through December in Hemingford local businesses. Anyone with a Hemingford Utility account would be eligible to win, if they find one of the hidden ornaments and bring it to the Village Office, they would be awarded a \$100 credit on their January 2024 Utility Bill. The hope would be this drawing more shoppers into local business for the holidays.

Motion by Mahony, Second by Hunter to budget \$600 for a Holiday Scavenger Hunt offering 6 winners a \$100 credit towards their January utility bill.

Voting Aye: Novotny, Frost, Hunter, Mahony, Wacker.

Code Enforcement Report: currently there are 21 cases open and 3 have been resolved, working on a community involved event, a Christmas Light & Display Contest. Public will be able to vote online for their favorite. Prizes will consist of donations from the Hemingford businesses and will be awarded the week of December 18th. Winners will be recognized online and, in the Hemingford Ledger, as well as at the January 2024 Board meeting. - Kyla Cotant

Public Comment: Erik Pehoviack – 500 Ogallala, commented that he appreciated the fact that some of the new water meters have a flow reduction feature that could help with conservation.

Motion by Mahony, Second by Hunter to adjourn at 7:50pm.

Voting Aye: Novotny, Frost, Hunter, Mahony, Wacker.

ATTEST:

Richard Wacker, Chairman

Barb Straub, Village Clerk