

MEETING MINUTES
VILLAGE OF HEMINGFORD BOARD OF TRUSTEES
Regular Meeting
October 21, 2019 6:00pm

Pledge of Allegiance

Opening prayer by Lori Dannar

Meeting called to order at 6:10 p.m.

Present: Hunter, Wacker, Planansky, 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 September 16, 2019 regular meeting. Minutes of the September 26, 2019 special meeting. Claims against the Village of \$72225.35, Claims against the Utilities of \$135539.30, Claims against the Hemingford Community Care Center of \$165678.35. September 2019 Village Financial Statements. September 2019 Library Report. Application for payment #4 to KL Wood in the amount of \$1352841.43 for construction and to MC Schaff in the amount of \$13915.50 for engineering services for the 2019 Hemingford Street Project.

Motion by Wacker, second by Novotny to approve the consent calendar as read, and to also include the correction to the total claims for the Hemingford Community Care Center of \$175.92 for a total of \$165854.27.

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

Second reading of Ordinance #809

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 AND EFFECTIVE DATE; AND REPEALING ANY EXISTING ORDINANCES OR OTHER PROVISIONS IN CONFLICT THERE WITH; AND DIRECTING THE PUBLICATION OF THIS ORDINANCE.

Motion by Novotny Second by Planansky to move Ordinance #809 to the third reading at the next regular board meeting.

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

Ordinance #809 moves to third (3rd) reading at the November 18, 2019 regular meeting of the Hemingford Board of Trustees.

The written audit of the Village of Hemingford financial statements for Fiscal Year ending September 30, 2018 was presented to the board by Accountant Jim Gardner. Gardner told the board that this was the strongest financial statement for the village in many years. The village is in a good financial position with all funds in a positive state. There were no non-compliance issues. Overall there are no negatives. Staff has a good working knowledge of accounting and bookkeeping, how the funds work and flow back and forth, keeping cash balanced. This in-house bookkeeping saves the village funds that would have been paid to have an accountant, for contracted services. Segregation of duties is always a problem in small offices but is not a material deficiency.

Discussion and possible action: Librarian, Marley Pehoviack has been reviewing library policies and submitted updates to Policy #6 computer use and WIFI policy and Policy # 7 Patron Responsibilities and Conduct to the village board for consideration and adoption. The policies had been reviewed and approved by the Library board as well.

Motion by Hunter, Second by Wacker to approve and adopt the updates to Library Policy #6 Computer Use and WIFI Policy as presented.

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

Motion by Hunter, Second by Wacker to approve and adopt the updates to Library Policy #7 Patron Responsibilities and Conduct as presented.

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

Discussion and possible action: When Dannar left the village board, there became a vacancy on the E-911 board, Trustee Hunter would like to fill the vacancy.

Motion by Novotny, Second by Planansky to appoint Trustee Hunter to the E-911 Board as the Village of Hemingford representative.

Voting Aye: Wacker, Planansky, Annen, and Novotny.

Abstaining: Hunter.

Motion by Planansky, Second by Wacker to appoint Trustee Novotny as the Village of Hemingford alternate representative on the E-911 board

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

Abstaining: Novotny.

Hemingford Utilities Report: Superintendent Huss was absent from the meeting, Administrator Straub briefly told the board that both Huss and Frahm had attended classes and training in Wahoo Nebraska to obtain their Grade 6 Certifications, equipment had been serviced and is ready for winter, the sewer jetter is broke down waiting for parts to finish up jetting the sewers in town, and safety inspections are scheduled for the bucket and digger trucks. Huss will follow up with an e-mail to board members in the next few days.

Village Administrators Report: Straub reported that 6 accounts totaling \$7115.87 have been turned over to the village attorney for legal collections actions. Plans for Treats on the Street are nearly completed with several more businesses participating this year than last. The Hemingford Believe Tree Lighting plans are in progress. The celebration is scheduled for Sunday December 8th, and Johnston is looking for volunteers to help prepare the free will donation meal that day. The meal will be chicken and noodles, mashed potatoes, dinner roll and pie for dessert.

Hemingford Police Report: Chief Bryner reported that the new security cameras have been installed and are online. The new cameras will show footage for one full block north from Custer to Niobrara on Box Butte, west from Box Butte to Laramie, East from Box Butte to Shoshone, and south from Box Butte to Kearney. Cameras have also been replaced in the Village office and a new one placed on the evidence room in the police station. There have been 363 calls for the last quarter of which 45 were traffic stops.

Hemingford Community Care Center Report: Dannar reports that there are currently 11 lining on the assisted living side and 25 residents on the nursing home side of the facility. There have been no state reportable incidents in the past month, unfortunately several residents have passed away. After writing a heartfelt explanation of the circumstances at the care center the state has agreed to allow the facility for file back claims from July 2018 to current for Medicaid payments. The Business Office Manager will work on this and is hopes of having all the claims filed in the next few weeks. New employee JaeAnn Bradt is working on some staff education and training activities while Dannar and Kresl are working on Pre-Admit Packets "to be sent to the discharge planners at area hospitals. Currently the facility is in need of full-time cooks, 1-2 full time CAN's and Med Aides, as well as 2 full time LPNs. If the facility could fill the LPN positions the need for agency staffing would be eliminated. With the hopes of attracting more staff a stair step sign on bonus is being offered, with new employees receiving a portion of the bonus at 90 days, 1 year and 2 years of employment. Dannar, again thanked the board for the continued opportunities, and support for her, the care center staff and residents the Village and board has provided.

Discussion and possible action: There were several typographical errors found in the approved Hemingford Community Care Center Handbook along with a policy change on the way holidays are paid to part-time and PRN employees. A copy of the corrections and additions had been previously given to the board members for review.

Motion by Wacker, Second by Hunter to approve the corrections and additions to the Hemingford community care Center Employee Handbook as presented.

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

Motion to adjourn by Wacker, second by Planansky at 7:32pm

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

ATTEST:


Barb Straub, Village Clerk


John Annen, Chairman