

MEETING MINUTES
VILLAGE OF HEMINGFORD BOARD OF TRUSTEES
September 20, 2016

Pledge of Allegiance and opening prayer

Meeting called to order at 7:00 p.m.

Present: Dannar, Luce, Keegan, Annen and Planansky

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

Consent Calendar items included August 16, 2016 Regular Meeting Minutes, September 13, 2016 Special Meeting, Budget Hearing Minutes. Claims against the Village in the amount of \$67929.37. Utilities of \$121709.26. Hemingford Community Care Center Claims of \$124550.45. The resignation of Village Utility Worker William Baer effective 9/23/16 and the resignation of Ed Lucus from the Library Board effective 9/3/16. Building permits for Taryn Wood, Blanche Randolph and Roger Reed.

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

Voting Aye: Dannar, Luce, Keegan and Annen.

Abstaining: Planansky.

Chief Shad Bryner reported on the progress of the building expansion to the fire hall building, Boss's night will be November 5th. Bryner also expressed concern for the replacement of the fire hydrant at the corner of Box Butte and Sheridan, and the need for the hydrant in front of the Mobius building is leaking and in need of repair. Keegan explained that he had spoken with Water Operator Mike Kesselring the replacement of the Box Butte hydrant would be within the next 30 days, and would have the Mobius hydrant inspected at that time. Bryner also gave the board an updated Fire Department roster, with 29 members listed and 9 of the 29 members being EMTs.

Motion by Planansky, Second by Dannar to accept and approve the Village of Hemingford Fire Department Roster consisting of 29 members 9 of which are EMTs.

Voting Aye: Dannar, Luce, Keegan, Annen, and Planansky.

Deb Finley and the Library Board requested a pay increase from \$9.00/hr to \$9.50/hr for Colleen Garner.

Motion by Dannar, Second by Planansky to raise Colleen Garner's wage to \$9.50/hr beginning on 9/24/16 which is the beginning of the new pay period.

Voting Aye: Dannar, Luce, Keegan, Annen, and Planansky.

Discussion of the Rural Fire Protection District Funds (MFO). Chief Bryner explained the need for the Village to administer the MFO funds, as a result of that discussion it was decided that Bryner would ask the Rural Fire Protection District to submit a funds request for payment of

those funds to the Village of Hemingford. Upon receipt of that request funds would be dispersed based on budgetary allowances.

During the fiscal year 2014-2015 Village audit the auditors had made a request that the Village adopt a capitalization policy. The Village accountants prepared a standard policy for the capitalization on assets, with a threshold of \$5,000 and a useful life of 5 years or more.

Motion by Dannar, Second by Keegan to approve the Capitalization policy with a threshold for capital assets of \$5000 or more with a useful life of 5 years or more. Individual assets that cost less than \$5000 but operate as a system such as a network or computer system will be capitalized in aggregate.

Voting Aye: Dannar, Luce, Keegan, Annen, and Planansky.

Discussion of the Administrator attending to the personnel matters of the Village of Hemingford. Previously board members had conducted interviews for open positions within the Village, recommended the hiring of new employees and set wages.

Motion by Planansky, Second by Dannar to add the duties of personnel hiring and termination to the role of the Village Administrator.

Voting Aye: Dannar, Luce, Keegan, Annen, and Planansky.

Update of the electric rate study and the increase as discussed at the December 2015 board meeting. Ken Luce was wondering the status of this matter. The Village Clerk was directed to speak with Andrew Ross regarding the status of the rate study and the proposed rates.

Trustee Luce would like to have the Utilities Supervisor search the government surplus website for a pick-up for possible purchase. Luce would like the supervisor to be prepared to make a purchase should an appropriate vehicle become available.

Motion by Dannar Second by Luce for the Utility Supervisor to search and have the authority with the approval of the Village Administrator to purchase a utility vehicle with or without a utility tool box up to \$12000.00 using funds after October 1, 2016.

Voting Aye: Dannar, Luce, Keegan, Annen, and Planansky.

Motion to Adjourn at 7:50 by Planansky. Second by Dannar

Voting Aye: Dannar, Luce, Keegan, Annen, and Planansky.

	20-Sep-16	VILLAGE	
ASSOCIATED SUPPLY COMPANY		SUP	\$3,079.27
BANKCARD CENTER		SUP	\$581.42
BLUFFS SANITARY SUPPLY		SUP	\$65
BOX BUTTE DEVELOPMENT CORP		DUES	\$458.34
BYTES COMPUTER		CONTRACT SERVICE	\$37.65

CASELLE	CONTRACT SERVICE	\$336.34
CDI	ADVER	\$145
CENTER POINT LARGE PRINT	SUP	\$150
FAMILY CIRCLE	SUPSCRIPTION	\$11.98
FARMERS COOP	SUP	\$160.27
HEMINGFORD COOP TEL	PHONE	\$1,440.28
HTMC	ADVER	\$43.34
LARM	INS	\$12,075.14
MARCIES SIGNS & DECALS	SUP	\$13.33
MOBIUS	INTERNET	\$25
NEB SAFETY AND FIRE EQUIP	CONTRACT SERVICE	\$10
NTO	SUP	\$62.65
PRINT EXPRESS	SUP	\$26.66
PURCHASE POWER	POSTAGE	\$152.79
RABENS	SUP	\$52
RDJ	SUP	\$111.99
READERS DIGEST	SUPSCRIPTION	\$14.98
ROAN RIVER RETAIL	SUP	\$5.95
SIMMONS OLSEN LAW FIRM, PC	PRO FEES	\$3,569.12
SUSIE CHEEK	CONTRACT LABOR	\$166.68
TASER	EQUIP	\$2,460.29
THE LEDGER	ADVER	\$122.27
TRITLE PLUMBING	CONTRACT SERVICE	\$150
VAN DIEST SUPPLY	MOSQ SPRAY	\$525
VIAERO	PHONE	\$209.85
WESTCO	GAS	\$372.57
PAYROLL 08/18/16	PAYROLL	\$17,165.14
PAYROLL 09/01/16	PAYROLL	\$12,701.74
PAYROLL 09/15/16	PAYROLL	\$11,427.33
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		\$67,929.37

20-Sep-16

		UTILITIES	
BANKCARD CENTER	SUP	\$107.79	
BOX BUTTE DEVELOPMENT CORP	DUES	\$916.66	
BYTES COMPUTER	CONTRACT SERVICE	\$75.30	
CASELLE	CONTRACT SERVICE	\$672.66	
CDI	ADVER	\$290	
DHHS	OPER. LIC	\$115	
DHHS	WATER TESTING	\$83	
FARMERS COOP	SUP	\$3.32	
H&H	HAULING	\$4,408.07	
HEMINGFORD COOP TEL	PHONE	\$307.06	

HTMC	ADVER	\$86.66
JACKS HANDYMAN SERVICE	REP	\$3,850
KRIZ-DAVIS CO	SUP	\$903.95
LARM	INS	\$24,150.28
MARCIES SIGNS & DECALS	SUP	\$26.67
MICHAEL KVAMMME	DEPOSIT REFUND	\$63.44
MIKE KESSELRING	CONTRACT LABOR	\$620
NEB SAFETY AND FIRE EQUIP	CONTRACT SERVICE	\$20
NORTHWEST PIPE FITTINGS INC	SUP	\$54.84
NPPD	POWER	\$58,911.77
NTO	SUP	\$125.28
ONE CALL	CONTRACT SERVICE	\$7.89
PRINT EXPRESS	SUP	\$53.34
PURCHASE POWER	POSTAGE	\$305.60
RABENS	SUP	\$24.81
SOLUTIONS EAP	INS	\$36.85
SOURCE GAS	HEAT	\$37.20
SUSIE CHEECK	CONTRACT LABOR	\$333.32
SWANN	DISPOSAL	\$6,191.38
THE LEDGER	ADVER	\$244.53
VIAERO	PHONE	\$138.69
WAL-MART	SUP	\$83.82
WESTCO	GAS	\$355.18
PAYROLL 08/18/16	PAYROLL	\$5,484.20
PAY ROLL 09/01/16	PAYROLL	\$6,686.09
PAYROLL 091516	PAYROLL	\$5,934.61
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		\$121,709.26

	20-Sep-16	HCCC CLAIMS	
AFLAC		BENEFITS	\$831.38
A & T ELECTRIC		SERVICE REPAIR	\$1,053.39
ALLIED INSURANCE		INSURANCE	\$1,961.65
BANK CARD CENTER		SUPPLIES	\$204.38
BANK OF THE WEST		BANK FEES	\$13.75
BERNIES		SUPPLIES	\$58.80
BLOEDORN LUMBER		SUPPLIES	\$441.59
BLUE STAUTA		SOFTWARE	\$512.00
BLUFFS SANITARY SUPPLY		SUPPLIES	\$515.48
BRIGGS		RESIDENT SUPPLIES	\$192.96
BOX BUTTE CO FAIR		MARKETING	\$225.00
BUDS PEST CONTROL		SERVICE CONTRACT	\$44.00
COMPUFACT RESEARCH		RECRUITMENT	\$55.00

DAVE RANDOLPH	CONSULTANT	\$300.00
DAVES PHARMACY	RESIDENT SUPPLIES	\$51.26
DAVID JOHNSON	PROFESSIONAL FEE	\$350.00
DISH NETWORK	CABLE	\$209.03
DCO U SHRED	SERVICE CONTRACT	\$28.00
ECOLAB	SUPPLIES	\$1,708.24
HARRIS SALES	FOOD	\$307.85
HCIS	DUES AND SUBS	\$80.00
HEMINGFORD TELEPHONE	TELEPHONE	\$841.27
HEMINGFORD UTILITIES	UTILITIES	\$2,957.17
IDEAL LINEN	SERVICE CONTRACT	\$139.65
HUSS AUTO	VEHICLE EXPENSE	\$230.10
KAREN JOHNSON	CONSULTANT	\$500.00
MCKESSON	RESIDENT SUPPLIES	\$3,026.79
NEBRASKA TOTAL OFFICE	SUPPLIES	\$413.56
PETERSON DRUG	RESIDENT SUPPLIES	\$1,164.00
PSA	SUPPLIES	\$461.44
QBE	WORK COMP INS	\$3,857.99
NEBRASKA STATE WIDE ARB	MARKETING	\$130.00
RABENS MARKET	FOOD	\$487.99
SENIOR INSIGHT	CONSULTANT	\$4,000.00
SOLUTIONS EAP	BENEFITS	\$73.70
SOURCE GAS	GAS	\$393.25
STANDLEY HEALTHCARE	RESIDENT SUPPLIES	\$141.50
THE THOMPSON CO	FOOD	\$7,748.63
VSP VISION	BENEFITS	\$178.05
WESTCO	VEHICLE EXPENSE	\$346.26
PAYROLL 5-AUG-16	PAY	\$44,177.20
PAYROLL 20-AUG-16	PAY	\$44,138.14

\$124,550.45

Chairman, John Annen

ATTEST:

Barb Straub, Administrator/ Clerk-Treasurer

