

Utica Nebraska

Village Board of Trustees

October 7, 2024 Regular Meeting

The Village Board of Trustees met in regular session on October 7, 2024 at 7:00 pm at the Utica Auditorium. Notice of this meeting was given in advance by posting in three designated places and advance notification of the trustees by delivery. Roll call was answered by Trustees Swanson, Powell, Micek, Olson and Ramsey.

The Pledge of Allegiance was recited.

The Chairperson stated that the Open Meetings Act is located on the back wall for review.

Moved by Powell, seconded by Ramsey to approve consent agenda (includes agenda, minutes, Treasurer's report, Sheriff's log, and payment of claims). RCV: Ayes: Powell, Ramsey Olson, Ramsey, Micek & Swanson. Nays: None. Abstain: Micek 5A. Carried.

Hearing about a variance for a 6' setback for a building at Block 29, lots 3, 4, and 5. Motion Powell, seconded by Olson to approve the 6' setback for a building at Block 29, lots 3, 4, and 5. RCV: Ayes: Powell, Olson, Micek, Ramsey & Swanson. Nays: None. Abstain: None. Carried.

Public Comments: Randy Steinhausen would be interested in an accounting of the LB 840 account.

Fire Dept. Report: Motion Powell, seconded by Micek to approve fire department membership of Perry Kienzler and Dan Franzen. RCV: Ayes: Powell, Micek, Olson, Ramsey (for Franzen) & Swanson. Nays: Ramsey (For Kienzler-conflict of interest). Abstain: None. Carried.

Sheriff Report: Was examined by the board.

Zoning Inspector Report: Approved: 330 D, 270 8th, 100 Indiana; Pending: 335 Ohio

Chair Report: Health & Safety have not met about 501 E. Chair will be taking pictures of 275 D and sent these to the attorney for a letter to be written.

Park Report: Attached and made a part hereof. Getting ready for Halloween hot dog feed.

Senior Center: Attached and made a part hereof.

Maintenance Report: Attached and made a part hereof. Would like to send a thank you note to NERWA for their help. Motion Powell, seconded by Olson to approve whatever is needed to retro-fit the basketball backboards at the tennis courts. RCV: Ayes: Powell, Olson, Ramsey, Micek, & Swanson. Nays: None. Abstain: None. Carried. Motion Powell, seconded by Micek to approve purchasing the hard side replacement doors for the gater. RCV: Ayes: Powell, Micek, Olson, Ramsey & Swanson. Nays: None. Abstain: None. Carried.

Clerk Report: Attached and made a part hereof. If one of the public concerns is not correct, the clerk will send it to the attorney.

Treasurer's Report: Attached and made a part hereof.

Motion Micek, seconded by Powell to accept all of the reports. RCV: Ayes: Micek, Powell, Ramsey, Olson & Swanson. Nays: None. Abstain: None. Carried.

New Business:

- 1) Bids were opened for the sale of the 1998 Ford F-150 Pickup truck. Motion Powell, seconded by Ramsey to accept the highest bid from Lonnie Wiemer for \$1002. RCV: Ayes: Powell, Ramsey, Olson, Micek, & Swanson. Nays: None. Abstain: None. Carried.
- 2) Motion Powell, seconded Olson to approve paying ½ of excess flooring costs for the Senior Center to stay on schedule. RCV: Ayes: Powell, Olson, Ramsey, Micek & Swanson. Nays: None. Abstain: None. Carried.
- 3) Discussion was had about continuing to pursue possibly having a building inspector. Micek to follow up with some towns to see what they do.
- 4) Discussed having fees to bring applications before the Board of Adjustment and Planning Commission to help cover the cost of publishing in the paper and the time of the Clerk and Zoning inspector. Clerk to follow up with the Clerks group to see what other municipalities do.
- 5) Motion Powell, seconded by Ramsey to approved LB 840 Loan Committee recommendation for a grant and loan to Metallum Custom Fabricating. RCV: Ayes: Powell, Ramsey, Micek, & Swanson. Nays: None. Abstain: Olson. Carried. Motion Powell, seconded by Ramsey to introduce Resolution 2024-8 for Loan/Grant to Metallum Custom Fabricating. RCV: Ayes: Powell, Ramsey, Micek, & Swanson. Nays: None. Abstain: Olson. Carried.
- 6) Discussed past contributions to the LB 840 fund. Clerk will discuss with attorney about some of the wording of the LB 840 Plan.
- 7) Motion Powell, seconded by Micek to change Village and Senior Center checking account to interest bearing accounts if no limit of transactions. RCV: Ayes: Powell, Micek, Ramsey, Olson & Swanson. Nays: None. Abstain: None. Carried.

Motion Powell, seconded by Olson to adjourn at 8:30 pm . RCV: Ayes: Powell, Olson, Micek, Ramsey, & Swanson. Nays: None. Abstain: None. Carried.

Next meeting will be November 4, at 7:00 pm at the Utica Auditorium.

Claims: Jensen Lumber, supplies 117.94; Blink, services 10.70, Bomgaars, supplies 39.98, uniforms 119.97; US post office, postage 5.74; E-bay, supplies 99.98; Windstream, services 243.97; TIF, payment 1779.35; Tieken House moving, services 2200; NE Dept of Revenue, sales tax 685.84; First Bank, fee 9; Lincoln Marriot Cornhusker, education 448; Seward County Chamber & Development Partnership, fees 6950; Walmart, supplies 111.64; Amazon, supplies 285.32; Pac N Save, meals 1560; AT & T Mobility, services 38.79; 1 to 1 technologies, services 273.78; Lincoln Winwater Works, supplies 1190; Advanced Office Automation, services 53.28; Great Plains Pest Management, services 295; Kopchos, services 360.50; Quadient Finance, postage 250; Utica Parts & Service, supplies 285.77; Central Valley Ag, fuel 413.94; D. Lurz, mileage 131; Solheim Law Firm, services 105; Beaver Hardware, parts 2.99; Verizon, services 249.48; Black Hills Energy, services 368.92; NE Rural Water Association, services 3902; Centennial Market, supplies 105.67; Seward County Sheriff, services 504; Zito, services 554.31; Seward County Independent, services 221.82; Seward County Chamber & Development Partnership, dues 6950; J. Brandenburg, shirts 180; Grekel Construction, services 300; J & R Heating & Air, services 368; Mierau & Co, services 130; Subsurface Solutions, services 3535.10; AMGL, services 4100; Dinges Fire Co, equipment 3769.95; Aqua-Chem, supplies 468.75; Olsson, services 1427.55; NE Public Health, services 288; Mid-American Research, supplies 1571.25; John Deere, repairs 774.34; One-call Concepts, services 41.18; Wages 21493.84; Benefits 2830.96; taxes 3620.50.

Submitted by

Rita Maier

Clerk/Treasurer

Utica, Nebraska
Parks & Pool Board Meeting Minutes
For September 15, 2024 @ 5:30pm in the Village of Utica Auditorium

Public notice of this meeting was given in advance and posted by the village clerk and advance notice was given to the park and pool board via email.

Roll call was answered by: Autumn Walford, Megan Outhet, Tori Gierhan, Kenna Kucera, Danae Soliz, Desi Perry, and Diana Tomes.
Supervising Village Board member Sharon Powell

The monthly meeting of the Utica Parks & Pool Board was called to order at 5:30 pm on September 15, 2024 in the Village Auditorium by Autumn Walford. The chair stated that the open meetings act is located on the back wall for review.

I. Approval of Agenda

Motion by Kenna, second by Tori to accept the agenda. RCV: Autumn Walford, Megan Outhet, Tori Gierhan, Kenna Kucera, Danae Soliz, and Desi Perry. All Ayes

II. Review of Previous Minutes

Motion by Tori, second by Kenna, to accept the minutes from the August 18, 2024 board meeting. RCV: Autumn Walford, Megan Outhet, Tori Gierhan, Kenna Kucera, Danae Soliz, and Desi Perry. All Ayes

III. Consideration of Public Comments

There were no public comments made at the meeting.

IV. Consideration of Old Business

There was no consideration of Old Business

V. Consideration of New Business

- Sharon Powell gave a report from the Village board.
 - Conversation was had about ordering 2 new tennis nets to be included in our request for new basketball hoops from last month, the suggested amount for all items is up to \$2,000.
 - The board got confirmation on September 4th at 12:09am that our grant application for \$3,792,000 was submitted. The grant application will be reviewed in November and we should get notice in either January or February of 2025.
 - During the Village board Report it was discussed that in minutes from 1960 the town of Utica pushed for a bond for the pool. It later passed in 1964 with a bond issue amount of \$40,000.
- Conversation was regarding the 24/25 budget.
 - Motion by Danae, second by Tori to carry over funds left over from the 23/24 budget year to our operating account for the upcoming 24/25 budget year. RCV: Autumn Walford, Megan Outhet, Tori Gierhan, Kenna Kucera, Danae Soliz, and Desi Perry. All Ayes
- Chair report was given.
 - We added \$150 to our pool account from Forbys Shaved Ice.
- Discussion was had about Soup with Santa. This event will be held on December 14th from 5-7pm.

Next meeting will be held on Sunday, October 13, 2024 @ 5:30, in the village auditorium.

**UTICA AGING SERVICES COMMISSION
SEPT. 11, 2024**

Notice of this meeting was given in advance by the Village Clerk's posting in three designated places, and advance notification of the committee members by email. The Open Meetings Act is located on the bulletin board by the back door.

PRESENT: Karon Rodgers (President), Diane Lurz (Manager), Sandi and Jim Swanson, Lyn Hemphill, Don Rut, Pat Koch, Diane Steinhausen, and Becky Sandman.

ABSENT: Ron Erks and Ken Baack

GUESTS: Lyle Lurz, Randy Steinhausen

The minutes were approved as presented on a motion moved by Diane S and seconded by Lyn. Motion carried.

August Manager's Report presented by Diane Lurz:

- The Senior Center was open for 9 days in August for meals & activities.
- 251 congregate approved meals (meals eaten at the Senior Center) were served.
- 9 Senior Center HD meals that qualified as Home congregate meals were served.
- 14 to-go meals that qualified as approved congregate meals were served.
- 7 Senior Center non-approved meals (eat-in guests under age 60) were served.
- A total of 281 meals were served. (Congregate and congregate to-go meals are reimbursed by the State at \$.70/meal.)
- There were 209 exercise units which is 26 people doing 144 units of Exercise Room use, and 65 units of Chair Yoga. There is an increase in exercise units.
- 11 Blood pressure checks were taken.
- 255 Social units represent 43 people participating in scheduled programs & activities. Afternoon cards have been popular and social units have increased.
- 110 or more newsletters with monthly menus and programs were distributed.
- 115 Volunteer hours were provided during regular meal days (averaging 7 people volunteering per meal day).
- August activities included "Share about a favorite vacation"; Seward County Public Transit presentation; "Heat Exhaustion" presented by Barb with Four Corners Health; an interview with Randy & Diane Steinhausen; Crafts with Autumn; and Bingo with Carla from Kinship Point.
- The nutrition lesson was "Fight that Inflammation".
- Exercise band classes were cancelled due to low attendance.
- Chair Yoga classes were held on Aug. 2, 7, 9, 16, 23, 28 & 30.
- There were two rentals in August. There are no scheduled rentals in Sept.

FINANCIAL:

<u>Income</u>	Income from meal contributions	\$1,799.50
	Income from fundraising-donations	25.00
	Income from rentals	200.00
	Income from T-shirt donations	<u>472.00</u>
	August Total Income	\$2,496.50
<u>Expenses</u>	PAC-N-SAVE, meals	\$1,530.00
	Raw Food	739.81
	Supplies-office/printer ink	145.67
	Supplies-kitchen	84.28
	Activities	15.47
	Mileage (meal pickup/delivery)	147.37
	Repairs/maint. (AED 1-yr contract)	245.00
	Payroll wages (cleaning/maint.)	131.06
	Payroll taxes (cleaning/maint.)	67.36
	Miscellaneous (T-shirts)	<u>540.00</u>
	August Total Expense	\$3,646.02

Resulting in a net loss of **-\$1,149.52**

Rita reported the ending balance in the Village Account as of 8-31-24:

\$ 51,331.96	Village's Revolving Fund
1,000.00	Debit Card fund
<u>1,617.38</u>	Gift Trust/Aging Services account
\$ 53,949.34	
-24.96	Payroll taxes (7-31-24)
<u>70,144.42</u>	CD's
\$124,068.80	

Pat moved and Sandi seconded a motion to accept the Manager's Report. Motion carried.

OLD BUSINESS

1. Diane and Lyle chose handles for the kitchen cupboards and drawers from Beaver Hardware. They ordered 70 sets that should arrive next week.
2. There was nothing to report on the vacuum.
3. Tyler who will do the flooring installation has measured the nurse's office and checked various spots underneath the existing tile. There is old tile under the existing tile that must be removed. Everything must be removed from the flooring area, so many volunteers will be needed to move tables, chairs, fridge, and dishwasher. This will probably take place around Nov 7th. Diane will contact and schedule a plumber and electrician to do the work needed before the flooring is laid. Due to the added expense of removing old floor tile, Tyler estimated the new total to be \$35,906 (up from the original bid of \$28,000). The work to be done includes removing old tile, scraping as much adhesive as

possible, and then applying a sealant to the surface. The new bid also allows for a dumpster, roll-out and disposal fees. Lyn moved and Sandi seconded a motion to proceed with the flooring project including the prep work as proposed at \$35,906, with the understanding the Village will pay half. Roll call vote: Aye-Lyn, Sandi, Don Rut, Jim, Pat, Karon, and Becky. Nay-Diane S. Motion carried.

4. The Potato Bake must be rescheduled from the original Oct. 20th date. Sandi moved and Diane S seconded a motion to set Oct. 13th for the fall Potato Bake. Motion Carried.

NEW BUSINESS

1. Don Rut and Karon Rodgers will be leaving the Aging Services Commission at the end of the year. Jody Wiemer has agreed to fill one spot on the Commission. The group was asked to think of another person to fill the space.
2. Ken Baack, Ron Erks, Pat Koch, Sandi Swanson, and Becky Sandman have agreed to serve another two-year term on the Commission.

MARK YOUR CALENDARS

Reminder—Diane will be gone Friday, Sept. 13th
Food Truck—Sept. 19, 2024, from 2-3 pm.

The next meeting will be **OCT. 9TH, 2024, at 12:30pm at the Senior Center.**

Respectfully submitted,
Becky Sandman, Secretary

October 7, 2024 Board Meeting Maintenance Report

- The South Park shelter was moved, repaired, and secured in place at its new location West of the tennis courts. A few support posts were replaced. Dirt work was done around the shelters concrete pad.
- Swimming pool has been winterized for the season.
- We will work on winterizing all outdoor restrooms closer to temperatures reaching freezing.
- Pot holes have been patched as time has allowed a few more to go before winter.
- Concrete sections of the streets needing repairs have been torn up and repoured in several spots. We have a few more that will be done in the upcoming weeks.
- Utica sign was repaired, we were having issues with the sign blinking and not shutting off with the photocell controller.
- Water fire hydrants were flushed of the fall season.
- Water valves were exercised with the help of NERWA staff and their valve turning machine.
- Lead line surveys are nearing completion, and will be submitted by deadline.
- We are working to find the correct backboards for the basketball courts, the pattern that is currently used for mounting is no longer available.

Action Items:

CLERK'S REPORT

August 5, 2024

20 disconnect letters sent. 12 Owners & 8 renters.
8 Door hangers, 0 Disconnects (1 promised to pay 10/8)

- 1) Budget submitted to State and County
- 2) Fire Department checking set up and funds transferred.
- 3) Worked with Fire Dept on financial issues
- 4) Year end transfers to savings have been done.
- 5) Starting to gather materials for the audit set for November 13
- 6) Wrote 2 letters about resident concerns.

Village of Utica
 Profit & Loss
 September 2024

DRAFT

	<u>Sep 24</u>
Ordinary Income/Expense	
Income	
LB 840	
Interest income	128.32
Total LB 840	128.32
General Income	
Compost Sales	371.75
Bank Interest	2,525.44
County Treasurer	54,134.38
County Treasurer-Bond	14,954.93
Franchise payments	24,440.30
Interest-LB 840	309.42
Sales Tax Collection Fee	21.40
Sales Tax revenue	9,190.20
State Equalization	7,942.21
TIF pass through	1,779.35
Zoning Permits	25.00
Total General Income	115,694.38
Rural Fire District Income	
Bank Interest	9.36
Total Rural Fire District Income	9.36
Rural Fire Rescue	
Bank Interest	0.13
Total Rural Fire Rescue	0.13
Park Income-City	
RV camp fee	200.00
Total Park Income-City	200.00
Senior Center Income	
Interest Earned-CD	708.82
Meal Contributions	1,289.50
Memorials	20.00
State/Federal	1,500.00
USDA reimbursement	563.50
Total Senior Center Income	4,081.82
Sewer Income	
Late Fee	110.00
Sewer Sales	7,899.00
Total Sewer Income	8,009.00
Water Income	
Late Fee	110.00
Start up	20.00
Water-Commercial	1,344.12
Water Sales	23,154.32
Total Water Income	24,628.44
Streets Income	
County Motor Vehicle tax	2,083.30
Sales Tax revenue	2,567.62
State Highway Allocation	10,503.13
Total Streets Income	15,154.05
Total Income	167,905.50
Gross Profit	167,905.50

Village of Utica
Profit & Loss
 September 2024

	Sep 24
Expense	
General	
Bank & CC fees	9.00
Computer software & fees	273.78
Dues & Fees	1,600.00
Education	1,130.00
Insurance Expense	47.86
Keno Projects	11,200.00
Law Enforcement	504.00
Office Supplies	199.31
Postage	55.74
Professional Services	553.00
Publishing / Printing	64.54
Repairs & Maintenance	99.98
Travel Expense-mileage	61.59
TIF pass-through	1,779.35
Utilities	480.07
Work by Others	533.72
Auditorium	
Supplies	0.00
Utilities	210.79
Total Auditorium	210.79
Library	
Utilities	141.89
Total Library	141.89
Senior Center-City paid	
Payroll	861.57
Payroll taxes	793.11
Profession Services	55.00
Repairs & Maint.	0.00
Utilities	493.09
Total Senior Center-City paid	2,202.77
Total General	21,147.39
Payroll	
Employee Benefits	2,637.42
Payroll Taxes	5,616.23
Payroll Wages	15,376.04
Total Payroll	23,629.69
City Fire Dept	
Professional Services	48.00
Utilities	469.90
Total City Fire Dept	517.90
Rural Fire District	
Supplies	77.38
Equipment Purchase	410.33
Fuel	203.34
Total Rural Fire District	691.05
Rural Rescue	
Hotspot	38.79
Total Rural Rescue	38.79
Park-City	
Chemicals	0.00
Fuel	287.27
Mower Loan Payment	279.85
Payroll wages	56.60

Village of Utica
 Profit & Loss
 September 2024

	Sep 24
Professional Services	48.00
Repairs and Maintenance	0.00
Utilities	536.00
Total Park-City	1,207.72
Park-Board Supplies	0.00
Total Park-Board	0.00
Pool-City paid	
Chemicals	651.70
Supplies	45.96
Repairs & Maintenance	0.00
Utilities	783.12
Total Pool-City paid	1,480.78
Pool-Board paid	
Professional services	2,028.60
Supplies	0.00
Total Pool-Board paid	2,028.60
Senior Center	
Activities	0.00
General Supplies/Printing	0.00
Meals purchased	1,596.00
Mileage	147.37
New purchases	2,678.00
Payroll Wages	94.06
Payroll Tax	64.86
Supplies/Kitchen	55.57
Raw Food	209.16
Repairs and maintenance	8.03
Utilities	0.00
Total Senior Center	4,853.05
Sewer Dept	
Education & Licenses	150.00
Chemicals	804.75
OMR Contribution	360.00
Postage	100.00
Professional Services	2,936.50
Repairs and Maintenance	322.77
Utilities	68.70
Total Sewer Dept	4,742.72
Street Dept	
Automobile Expense	1,420.69
Equipment Rental	0.00
Equipment repair	53.99
Fuel	138.13
Maintenance wage	4,571.85
Office Supplies	0.00
Professional Services	58.70
Repairs and Maintenance	89.63
Small Tools	54.99
Supplies & Parts	303.03
Uniform-Dylan	119.97
Uniform-Rick	0.00
Utilities	1,393.16
Total Street Dept	8,204.14
Water Dept	

11:27 AM
10/03/24
Cash Basis

Village of Utica
Profit & Loss
September 2024

	<u>Sep 24</u>
Chemicals	1,039.34
Postage	100.00
Professional Services	1,079.18
Repairs - Maint.	480.00
Supplies & parts	3.50
Utilities	1,882.75
Work done by others	<u>2,170.07</u>
Total Water Dept	<u>6,754.84</u>
Total Expense	<u>75,296.67</u>
Net Ordinary Income	<u>92,608.83</u>
Net Income	<u><u>92,608.83</u></u>