

Utica Nebraska
Village Board of Trustees

November 4 2024 Regular Meeting

The Village Board of Trustees met in regular session on November 4, 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 Olson to approve consent agenda (includes agenda, minutes, Treasurer's report, Sheriff's log, and payment of claims). RCV: Ayes: Powell, Olson, Ramsey, Micek & Swanson.

Nays: None Abstain: Micek 5A. Carried

Public Hearing: The Board discussed

Item 1: An application by Todd & Melissa Granski requesting a special use permit for a storage unit at 335 Ohio as recommended by the Planning Commission. Motion Olson, seconded by Powell to accept and pass the request for a special use permit for the storage unit. RCV: Ayes: Olson, Powell, Micek, Ramsey, & Swanson. Nays: None. Abstain: None. Carried

Item 2: Request by Doug & Rita Maier to move property line of parcel 200033027 and 200033035 of which they own both as recommended by the Planning Commission. Motion Powell, seconded Olson to accept and permit the request. RCV: Ayes: Powell, Olson, Ramsey, Micek & Swanson. Nays: None. Abstain: None. Carried.

Item 3: Request for the single-family dwellings of Bronco Heights subdivision (lots 4-10) to have the front yard setback of 15' the same as the multi-family properties as recommended by the Board of Adjustment. Motion Powell, seconded by Olson to approve the variance for a 15' setback for lots 4-10. RCV: Ayes: Powell, Olson, Micek, Ramsey, & Swanson. Nays: None. Abstain: None. Carried

Public Comments: Randy Steinhausen read a statement about the Board of Parks October 13, 2024 meeting. Copy Attached and made a part hereof.

Fire Dept. Report: Curt Deremer reports elections have been held, they participated in Trunk or Treat and also patrolled Halloween night, they have discussed Rescue squad fees and fire truck purchase and NEMSA and LR428.

Sheriff Report: Was examined by the board.

Zoning Inspector Report: He approved 880 2nd street shed, Bronco Circle Lots 4 & 5 for new houses, and 800 4th street lawn sprinkler system.

Chair Report: He spoke about possible annexation of the Coop east of town and resident & businesses north and east of north side of Hwy 34. Motion Olson, seconded by Powell for the Chair to get more information on annexation. RCV: Ayes: Olson, Powell, Micek, & Ramsey. Nays: None. Abstain: Swanson. Carried. He also asked about electronic speed signs. Motion Powell, seconded by Olson to get information about electric speed signs for the town. RCV: Ayes: Powell, Olson, Ramsey, & Micek. Nays: None. Abstain: Swanson. Carried

Park Report: Powell reported the Halloweenie event turned out great. The Chair mentioned that the Lyons are looking at converting part of the tennis court to 2 pickle ball courts. They will present their ideas to the Park board.

Senior Center: Attached and made a part hereof. Diane reported that the Potato bake brought in over \$3200 and served about 260 people

Maintenance Report: Attached and made a part hereof.

Clerk Report: Attached and made a part hereof.

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

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

Unfinished Business:

- 1) The Board discussed having a building inspector. Discussion was had about IBC (International Building Code) versus IRC (International Residential Code) versus State of Nebraska Building Code. Other towns use the State Fire Marshall Code and State Electrical inspections.
- 2) Talked about what other towns charge for applications coming before the Board of Adjustments, and Planning Commission. Wait for wording until next meeting.

New Business:

- 1) Motion Olson, seconded by Ramsey to allow Sharon Powell to sit on executive board of LARM. RCV: Ayes: Olson, Ramsey, Micek & Swanson. Nays: None. Abstain: Powell. Carried
Powell state she will abstain from any Trustee decisions concerning LARM.
- 2) The Board discussed the letter from the Utica Commercial Club. UCC wants give up the handling of some of the events they have traditionally hosted. The Park Board is interested in hosting some of the December events. Swanson reported the Lyons will handle the Trunk or Treat event.
- 3) Motion Powell, seconded by Micek to accept Resolution 2024-9 Signing of the Year-end Certification of City Street Superintendent for 2024 to be signed by the Chairperson. RCV: Ayes: Powell, Micek, Olson, Ramsey, & Swanson. Nays: None. Abstain: None. Carried
- 4) Motion Olson, seconded by Micek to approve Olsson's Master Agreement Work Order No. 11 for general engineering consulting services. RCV: Ayes: Olson, Micek, Powell, Ramsey, & Swanson. Nays: None. Abstain: None. Carried. Motion Powell, seconded by Micek to approve Olsson's Master Agreement Work Order No. 12 for Street Superintendent services. RCV: Ayes: Powell, Micek, Ramsey, Olson, & Swanson. Nays: None. Abstain: None. Carried.
- 5) Discussion was had about an old popcorn popper, film reels and pictures found upstairs in storage. Motion Micek, seconded by Powell to loan these items to the Utica Museum if they want them. RCV: Ayes: Micek, Powell, Olson, Ramsey, & Swanson. Nays: None. Abstain: None. Carried.
- 6) Discussed the fee charged for mobile food vendors that are invited to come into the Village for an event. Does the Village want to waive this fee when they are invited? It was decided to leave as is. They need to get a license from the Village whether on private or public property.
- 7) Discussed ideas the Park Board have for Santa event in December. Motion Powell, seconded by Olson to allow the Park Board to hold a Santa event on December 13th. RCV: Ayes: Powell, Olson, Ramsey, Micek & Swanson. Nays: None. Abstain: None. Carried

- 8) Dylan presented two models of line locators that will work with our Subsurface Solutions software. Motion Olson, seconded by Powell to purchase the more expensive one with GPS for approximately \$7442. RCV: Ayes: Olson, Powell, Micek, Ramsey, & Swanson. Nays: None. Abstain: None. Carried
- 9) Motion Powell, seconded by Ramsey to introduce and pass resolution 2024-10 establishing rescue squad fees. RCV: Ayes: Powell, Ramsey, Micek, Olson, & Swanson. Nays: None. Abstain: None. Carried
- 10) Discussed that when the Senior Center gets new flooring that everything must be cleared and stored away. Motion Powell, seconded by Olson that if the Senior Center can't find trailers to store in, that they can use a corner of the auditorium. RCV: Ayes: Powell, Olson, Ramsey, Micek & Swanson. Nays: None. Abstain: None. Carried

Motion Powell, seconded by Olson to adjourn at 8:50pm.

Next meeting will December 2, 2024 at 7:00 pm at the Utica Auditorium.

Claims: First Bank of Utica, TIF 1486.18, fee 9; NE dept of Revenue, sales tax 610.13; Brandt Carpet & tile, flooring 16470.94; St Paul Lutheran School, supplies 21; Runza, meals 100.92; US Postal, supplies 398.55; Blink, services 10.70; Cornhusker Square, parking 45; Tractor Supply, supplies 43.97, uniform 228.53; ebay, supplies 176.97; Western Edge, uniform 193.48; Lincoln Winwater Works, supplies 1134.76; 1 to 1 Technologies, services 273.78; Advanced Office Automation, supplies 64.49; Bel-con Refuse, services 45; Great Plains Pest Management, services 295; Quadient Finance, postage 250; Central Valley Ag, fuel 373.34; Walmart, supplies 420.39; K. Dana, supplies 42.18; Centennial Public School, license 300; Zito, services 745.39; Nebraska Generator, services 2872.60; Solheim Law Firm, services 75; Gierhan Concrete, services 24372.87; D. Lurz, mileage 114.62; Centennial Market, supplies 718.27; Amazon, supplies 539.26; Kopchos, services 360.50; Verizon, services 249.52; Black Hills Energy, services 397.30; M. Mueller, services 90; Beaver Hardware, supplies 472.31; Utica Parts & service, services 416.28; Mierau & Co, services 130; Seward County Sheriff, services 504; AT & T Mobility, services 38.79; Pac N Save, meals 1314; Power Manager, services 2978.54; JR's Bobcat Service, services 2544.77; Barco Municipal Products, supplies 1747.56; NE Public Health, services 15; Mid-American Research, supplies 1701; John Deere Financial, supplies 995.03; Wages 17444.78, Benefits 2602.28; taxes 6746.69.

Submitted by

Rita Maier

Clerk/Treasurer

November 4, 2024

To: Utica Village Board of Trustees

It is my opinion that there was not a quorum present at the October 13, 2024 meeting of the Parks and Recreation Board.

If attendance "by phone" was considered to constitute a quorum by the Board and attending Village Trustee, then I believe the meeting was held in violation of the Nebraska Open Meetings Act.

I will provide the Clerk with a copy of this statement and ask that it become part of the public record.

Thank you,

Randy Steinhausen

**UTICA AGING SERVICES COMMISSION
OCTOBER 9, 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 near the back door.

PRESENT: Karon Rodgers (Chairperson), Jim and Sandi Swanson, Lyn Hemphill, Don Rut, Pat Koch, and Diane Steinhausen

ABSENT: Ron Erks, Ken Baack, Becky Sandman, and Diane Lurz (Manager).

GUEST: Randy Steinhausen

Karon opened the meeting at 12:23pm. The minutes were read and Don Rut moved to approve them as written. Pat Koch seconded the motion. M/C

The September Manager's Report

- The Senior Center was open 8 days in September for meals and activities.
- 218 congregate approved meals were served (meals eaten at the Center).
- 10 meals that qualified as Home Delivered congregate meals were served.
- 16 to-go meals that qualified as approved congregate meals were served.
- 4 meals that were non-approved as congregate (eat-in guests under age 60).
- A total of 248 total senior meals were served.
- 195 exercise units that breaks down to 26 people doing the total 195 units. Exercise room use is 144 units, and Chair Yoga is 65 units.
- 11 blood pressure checks were done.
- 232 total social units which represents 35 people participating (playing cards, or participating in the scheduled programs or activities)
- 110 or more newsletters with monthly menus and programs were handed out or mailed.
- 114 volunteer hours provided at the Senior Center during regular meal days (averaging 8 people per meal day).
- September activities were Left-Center-Right Dice Game; Corn Hole bean bag toss; Horse Racing; Share a memory from your primary school days; and Bingo with Carla from Kinship Point.
- The Nutrition lesson was "National Breakfast Month".
- Chair Yoga classes were held on Aug 4, 6, 13, 18, 20, 25, 27.
- There were 0 rentals in September, and one is scheduled for October.

FINANCIAL REPORT

Income: Income from meal contributions	\$1,289.50
USDA reimbursement payment	563.50
CD/Savings interest earned	708.82

the total amount is needed to place the order. Sandi moved and Lyn seconded the motion to approve this new amount. M/C.

MARK YOUR CALENDARS

October 17, 2024 from 2-3 pm Food Truck
November 5, 2024 Election Day

Diane S. moved and Lyn seconded the motion to adjourn the meeting at 12:45pm. M/C

The next meeting will be **November 13, 2024, at 12:30pm at the Senior Center.**

Thank you to Sandi for taking notes for the minutes. 🐱
Respectfully submitted,
Becky Sandman, Secretary (with Sandi's assistance)

November 4, 2024 Board Meeting Maintenance Report

- All outdoor bathrooms have been winterized for the season.
- White Chevy service truck is having repairs done at Utica Parts & Service.
- All maintenance pickups were serviced and prepped for winter.
- Snow removal equipment is being serviced and prepped for winter.
- Street sweeping is taking place and ongoing.
- Tar machine is being repaired by Rose Equipment; we were having issues with getting the machine to flow.
- More street repairs have and are taking place. With the street repairs we needed to rebuild the finish rings on 2 manholes.
- Several stop signs and signs that were damaged with the weather have been replaced.
- Water service line inventory was submitted to the state prior to the due date.
- We have been using the new GPS unit to add to our mapping and it is working really well.
- Nebraska generator was out to do the annual inspections and service to all village backup generators.
- Due to vandalism at the tennis courts the small basketball hoop was removed after it was broken. Cameras have since been put in place.

Action Items:

CLERK'S REPORT

November 4, 2024

22 disconnect letters sent. 17 Owners & 5 renters.
6 Door hangers, 0 Disconnects (Promised for 2 payments)

- 1) Audit is set for November 13
- 2) Southern 7 meeting will be November 21 in Seward
- 3) Betterment fund
- 4) Attorney contract in Dec.
- 5) Zito has notified per the agreement that they are raising some prices.

The Meeting of the Utica Village of Adjustment met Sept. 25th, 2024 at 7:10 p.m. by Chairman Rut

Members present; Jim Bulgrin, Todd Hemphill, Dave Donhue, Don Rut and Stan Ertes

The discussion was on a verance on a set back to the property line on West side of block 29, Lots 3, 4 + 5

The property owner to the West of verance area was concerned about the height.

The Grantski were going ^{to build the building} from 3 feet to 6 feet on West side of building from the property line

Motion by Todd to allow verance 2nd by Jim Motion

called Todd - Yes

Jim - Yes

Dave - No

Don - Yes

Stan - Yes

Motion Carried 4-1 Vote

Motion by Jim 2nd by Todd to adjourn at 7:30 p.m.

Vote Todd - Yes

Jim - Yes

Dave - Yes

Don - Yes

Stan - Yes

Motion Carried

Submitted by

Stanley Ertes
attacking Secretary

Date: 10-23-24

Time: 7:15 P.M.

Board of Adjustment

Called to order by: Don Rut

Members Present: 5

- A Stan Erks Absent
- P Todd Hemphill Present
- P Don Rut Present
- A Dave Donahoe Present
- P Jim Bulgrin Present
- P Alternate: Steve Fehlhafer present
- Rick Hemphill

Open meeting act on the back wall:

Motion by: Steve Fehlhafer

Second by Dave Donahoe

Wording of Motion:

Front setback be 15 feet on Lots 4-10

Vote:

Name	Yes	No	Abstain
Stan Erks			
Todd Hemphill	X		
Don Rut	X		
Dave Donahoe	X		
Jim Bulgrin	X		
Alternate: Steve Fehlhafer	X		
Rick Hemphill			

Motion to adjourn at 7:35 pm

Motion by:

Second by:

Name	Yes	No	Abstain
Stan Erks			
Todd Hemphill	X		
Don Rut	X		
Dave Donahoe	X		
Jim Bulgrin	X		
Alternate: Steve Fehlhafer	X		
Rick Hemphill			

Motion by: Steve Fehlhafer

Second by Dave Donahoe

Village of Utica Planning Commission

Chairman Alan Koski called the Village of Utica Planning Commission meeting to order at 7:00 pm, on October 16th, 2024.

Members present were: Rick Micek, Eric Peeks, Mitch Stuhr, Ron Tomes, Sterling Winkelman, Al Koski & Lynn Hoops. Don Rut was present representing the Board of Adjustments. Absent: Jay Stelling
The Chairman determined that a quorum was present.

The Chairman noted that the terms of the Open Meeting Act is posted in the back of the Village auditorium. The notice of public meeting was published in the newspaper, posted in town & posted at the property site requested for special use permit.

Lynn Hoops read the minutes from the March 26th, 2024 meeting. Al Koski stated that upon no corrections, the minutes would stand as read.

The meeting was opened for:

- 1) Request from Rita Maier to change the lot boundary for 2 adjacent parcels
- 2) Request from Todd & Melisa Grantski for a special use permit for a RV Storage unit

Motion was made by Rick Micek & seconded by Eric Peeks to recommend to the Village of Utica Board of Trustees that at the request of the owner, Rita Maier, that a new property line be created between their two lots to straighten the eastern lot line of Parcel 800033027. (Refer to drawing attached) Prior to final approval, the owner(s) shall provide a survey by a licensed surveyor at owner's expense to the Village Board of Trustees that properly identifies the new parcels so they can be recorded in the County records. Motion carried.

Motion was made by Rick Micek & seconded by Mitch Stuhr to recommend to the Village of Utica Board of Trustees that the request by Todd & Melissa Grantski for a Special Use Permit to build a RV storage building be granted with the building dimension of 50'(W) x 81'(L) x 24'(H). Motion carried.

The chairman noted that the Village has asked the planning commission to draft recommendations for R1 & R2 accessory building height & appearance requirements.

The next meeting is expected to be in the next couple months.

Motion was made by Ron Tomes & seconded by Eric Peeks to adjourn the meeting. Motion carried. Meeting adjourned at 7:45pm.



Submitted by Lynn Hoops
Secretary

Village of Utica
Profit & Loss
 October 2024

DRAFT

	<u>Oct 24</u>
Ordinary Income/Expense	
Income	
General Income	
Compost Sales	379.50
Bank Interest	2,066.63
County Treasurer	9,080.34
County Treasurer-Bond	2,508.53
Licenses-Occupation	300.00
Licenses for Centennial	300.00
Sales Tax Collection Fee	19.00
Sales Tax revenue	8,353.98
TIF pass through	1,486.18
Zoning Permits	884.00
Total General Income	<u>25,378.16</u>
Rural Fire District Income	
Bank Interest	81.82
Seward Co. Rural	56,793.40
Total Rural Fire District Income	<u>56,875.22</u>
Rural Fire Rescue	
Bank Interest	4.66
Total Rural Fire Rescue	<u>4.66</u>
Park Income-City	
RV camp fee	60.00
Total Park Income-City	<u>60.00</u>
Park Income-Board	
Donation	318.00
Total Park Income-Board	<u>318.00</u>
Pool Income-Board	
Fund raiser	18.00
Donation	125.00
Total Pool Income-Board	<u>143.00</u>
Senior Center Income	
Fundraising - donations	3,511.78
Meal Contributions	1,537.00
Miscellaneous	68.00
Rental fees	300.00
Total Senior Center Income	<u>5,416.78</u>
Sewer Income	
Late Fee	210.00
Sewer Sales	8,074.00
Total Sewer Income	<u>8,284.00</u>
Water Income	
Late Fee	210.00
Parts sold	25.00
Water-Commercial	1,213.04
Water Sales	22,712.79
Total Water Income	<u>24,160.83</u>
Streets Income	
Equipment sold	1,002.00
County Motor Vehicle tax	2,250.58
Sales Tax revenue	2,227.74
State Highway Allocation	13,238.21

Village of Utica
Profit & Loss
 October 2024

	<u>Oct 24</u>
Total Streets Income	18,718.53
Total Income	<u>139,359.18</u>
Gross Profit	139,359.18
Expense	
General	
Bank & CC fees	9.00
Computer software & fees	257.78
Dues & Fees	6,950.00
Education	493.00
Insurance Expense	92,027.00
Law Enforcement	504.00
Office Supplies	567.85
Postage	50.00
Professional Services	4,383.00
Publishing / Printing	210.46
TIF pass-through	1,486.18
Utilities	141.10
Auditorium	
Supplies	16.57
Utilities	189.52
Total Auditorium	<u>206.09</u>
Library	
Repairs & Maintenance	0.00
Utilities	116.89
Total Library	<u>116.89</u>
Senior Center-City paid	
Payroll	1,584.00
Payroll taxes	495.34
Profession Services	55.00
Repairs & Maint.	370.99
Utilities	393.73
Senior Center-City paid - Other	20.98
Total Senior Center-City paid	<u>2,920.04</u>
Total General	110,322.39
Payroll-city paid	
457 matching Benefit	637.77
Employee Benefits	1,265.63
Payroll Federal Taxes	5,388.89
Payroll Wages	15,347.84
Payroll-city paid - Other	1,045.61
Total Payroll-city paid	<u>23,685.74</u>
City Fire Dept	
Professional Services	48.00
Utilities	448.09
Total City Fire Dept	<u>496.09</u>
Rural Fire District	
Equipment Purchase	3,769.95
Fuel	141.06
Repair and Maintenance	204.95
Total Rural Fire District	<u>4,115.96</u>
Rural Rescue	
Fees	709.00
Hotspot	38.79
	<u>747.79</u>

Village of Utica
Profit & Loss
 October 2024

	<u>Oct 24</u>
Total Rural Rescue	747.79
Park-City	
Chemicals	0.00
Improvements & Equipment	300.00
Professional Services	48.00
Repairs and Maintenance	884.25
Supplies	171.99
Utilities	536.00
Total Park-City	<u>1,940.24</u>
Pool-City paid	
Supplies	0.00
Repairs & Maintenance	0.00
Utilities	160.96
Total Pool-City paid	<u>160.96</u>
Senior Center	
Activities	0.00
General Supplies/Printing	431.69
Meals purchased	1,660.92
Mileage	131.00
Miscellaneous	180.00
New purchases	16,470.94
Payroll Wages	143.00
Payroll Tax	10.94
Postage	0.00
Supplies/Kitchen	177.98
Raw Food	146.08
Repairs and maintenance	0.00
Total Senior Center	<u>19,352.55</u>
Sewer Dept	
Chemicals	896.25
Postage	100.00
Professional Services	1,813.90
Repairs and Maintenance	1,210.25
Utilities	191.79
Total Sewer Dept	<u>4,212.19</u>
Street Dept	
Automobile Expense	161.17
Equipment repair	19.99
Fuel	272.88
Maintenance wage	6,109.24
Office Supplies	0.00
Professional Services	105.05
Repairs and Maintenance	257.61
Small Tools	0.00
Supplies & Parts	563.98
Uniform-Dylan	248.10
Uniform-Rick	0.00
Uniform-Zach	173.91
Utilities	1,438.33
Total Street Dept	<u>9,350.26</u>
Water Dept	
Chemicals	468.75
Postage	100.00
Professional Services	3,828.40
Supplies & parts	0.00
Utilities	1,826.88

Village of Utica
Profit & Loss
October 2024

	<u>Oct 24</u>
Total Water Dept	<u>6,224.03</u>
Total Expense	<u>180,608.20</u>
Net Ordinary Income	<u>-41,249.02</u>
Net Income	<u><u>-41,249.02</u></u>