

Utica Nebraska

Village Board of Trustees

### **December 2, 2024 Regular Meeting**

The Village Board of Trustees met in regular session on December 2, 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 Jim Swanson, Sharon Powell, Jodi Micek, Don Olson and Joshuar 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, Micek, Olson, Ramsey & Swanson.

Nays: Micek #2 (11/4/24 minutes) Abstain: Micek 5A. Carried.

**Public Comments:** None

**Fire Dept. Report:** They had a member pass away and will do Last Call if family desires. The new rescue build is still in line to be produced.

**Sheriff Report:** Was examined by the board.

**Zoning Inspector Report:** No report

**Chair Report:** Larry Barth's, long time past Trustee and village employee, funeral service is still being planned.

**Park Report:** Attached and made a part hereof. No questions from Board or attendees.

**Senior Center:** Attached and made a part hereof. Diane reports the flooring is done.

**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 Olson to approve all of the reports. RCV: Ayes: Powell, Olson, Ramsey, Micek & Swanson. Nays: None. Abstain: None. Carried

### **Unfinished Business:**

- 1) Discussed 275 D street nuisance property. Motion Micek, seconded by Powell to proceed with nuisance abatement. RCV: Ayes: Micek, Powell, Olson, Ramsey & Swanson. Nays: None Abstain: None. Carried
- 2) Motion Olson, seconded by Powell to charge \$50 for applications submitted to the Board of Adjustment and \$50 for applications submitted to the Planning commission. RCV: Ayes: Olson, Powell, Ramsey & Swanson. Nays: Micek. Abstain: None. Carried
- 3) Motion Micek, seconded by Powell to approve Resolution2024-11 Appointing David Ziska as the Village's Street Superintendent. RCV: Ayes: Micek, Powell, Olson, Ramsey & Swanson. Nays: None Abstain: None. Carried
- 4) Chair Swanson thanked Randy Steinhausen for bringing to the attention of the Board that the Park Board did not have a quorum at their October 17 2024 meeting. The Village's attorney was contacted and his recommendations have been followed. Swanson asked those assembled if they wanted any other follow up on this matter. None was given.
- 5) The quote for drainage ditch was not submitted. This can be on the next meeting agenda

Motion Micek, seconded by Powell to adjourn this part of the meeting at 7:15pm RCV: Ayes: Micek, Powell, Ramsey, Olson & Swanson. Nays: None Abstain: None. Carried



The reorganizational meeting of the Utica Board of Trustees opened at 7:17 pm. Notice of this meeting was given in advance by posting in three designated places and advance notification of the trustees by delivery.

The Clerk stated that the Open Meetings Act is located on the back wall.

Oaths of Office were taken by newly elected Trustees, Parr, Bloebaum and Swanson.

Roll call was answered by Trustees Jim Swanson, Sharon Powell, Joshua Ramsey, Mckenzie Parr, and Nick Bloebaum.

The Clerk asked for nominations for Chairperson of the Board of Trustees. Jim Swanson was nominated. With no more nominations, motion by Powell, seconded by Parr to close nominations. RCV: Ayes: Powell, Parr, Bloebaum, & Ramsey. Nays: None. Abstain: Swanson. Carried.

Vote was taken to name Jim Swanson as Chairperson. RCV: Ayes: Powell, Ramsey, Parr and Bloebaum. Nays: None. Abstain: Swanson. Carried.

The floor was open for nominations for President of the Board. Sharon Powell was nominated. With no more nominations, motion Swanson, seconded by Ramsey to close nominations. RCV: Ayes: Swanson, Ramsey, Parr and Bloebaum. Nays: None. Abstain: Powell. Carried. Vote was taken to name Sharon Powell President, RCV: Ayes Ramsey, Bloebaum, Parr & Swanson. Nays: None. Abstain: Powell. Carried. Trustees volunteered to be appointed to positions on Village Boards and various organizations.

Members of the Board of Adjustment, Planning Commission, Citizen's Advisory Review Committee, and Economic Development Review were discussed. Attached and made a part hereof. Motion Powell, seconded by Parr approved these boards. RCV: Ayes: Powell, Parr, Ramsey, Bloebaum & Swanson.

Nays: None. Abstain: None. Carried. The members of the Park Board have resigned or decided not to run again. New members will need to be recruited and appointed to the Park Board.

Other appointments were read. Motion Powell, seconded by Parr to approve the appointments. RCV: Ayes: Powell, Parr, Bloebaum, Ramsey & Swanson. Nays: None. Abstain: None. Carried.

#### **New Business:**

- 1) Autumn Walford asked to use donation money to purchase \$90 of Utica Bucks for prizes for the Utica Christmas Light contest sponsored by the Park Board. Motion Powell, seconded by Bloebaum to allow \$90 for Utica Bucks from donation money. RCV: Ayes: Powell, Bloebaum, Parr, Ramsey & Swanson. Nays: None. Abstain: None. Carried.

Walford also asked to keep donations in savings accounts for the purpose the money was given. Motion Powell, seconded by Bloebaum to retain \$9151.35 in Park savings account for Park improvement only. RCV: Ayes: Powell, Bloebaum, Ramsey, Parr & Swanson. Nays: None. Abstain: None. Carried.

Motion Powell, seconded Bloebaum to retain \$1242 in Ball savings for construction of new concession stand. RCV: Ayes: Powell, Bloebaum, Parr, Ramsey & Swanson. Nays: None. Abstain: None. Carried.

Motion Powell, seconded by Ramsey to retain \$28,220.89 in the Pool savings for construction of new swimming pool. RCV: Ayes: Powell, Ramsey, Bloebaum, Parr & Swanson. Nays: None. Abstain: None. Carried.

- 2) Motion Powell, seconded by Ramsey to enter contract agreement with Solheim Law Firm for the 2 hours each month and then hourly over that. RCV: Ayes: Powell, Ramsey, Parr, Bloebaum, & Swanson. Nays: None. Abstain: None. Carried.
- 3) Swanson reported that electric speed signs run about \$2700 each. Trustees will think about this and discuss it at the next meeting.
- 4) Brandon Varilek, NE Dept. of Transportation spoke about what is needed to get a school zone with a lower speed limit and school crosswalk by Centennial Public School. A functional



sidewalk would need to be installed. Plans would be submitted to the State and they would decide if they would grant the crosswalk across the highway. Diagrams and potential costs were handed out.

- 5) Motion Powell, seconded Ramsey to pay expenses for Rita to attend the Clerk's Academy in South Sioux City, NE in March. RCV: Ayes: Powell, Ramsey, Bloebaum, Parr & Swanson Nays: None. Abstain: None. Carried
- 6) Motion Powell, seconded by Ramsey to pay expenses for Zach and Dylan to attend the League of NE Municipalities public works conference in Lincoln in January. RCV: Ayes: Powell, Ramsey, Parr, Bloebaum, & Swanson Nays: None. Abstain: None. Carried
- 7) Discussed upcoming training for Trustees. The clerk is going to check about holding one here. Motion Powell, seconded by Parr to adjourn at 8:38pm RCV: Ayes: Powell, Parr, Ramsey, Bloebaum, & Swanson Nays: None. Abstain: None. Carried

Next meeting will be January 6, 2025 at 7:00 pm at the Utica Auditorium.

**Claims:** Quadient Finance, postage 300; Pac N Save, meals 846; AMGL, services 3600; D. Lurz, mileage 65.50; Black Hills Energy, services 558.18; Bell Bank Equipment Finance, loan pymt 5836.18; Rose Equipment, repair 524.30; Subsurface Solutions, services 200.10; Aqua-Chem, supplies 550; Barco Municipal Products, supplies 35.80; NE Public Health Environment, services 51; 1 to 1 Technologies, services 273.78; Advanced Office Automation, supplies 103.55; AT & T Mobility, services 38.79; Great Plains Pest Management, services 220; Empower, benefits 1335.80; NE Municipal Clerk's Association, fees 100; NE Dept of Revenue, sales tax 616.77; Norris Public Power, services 3868.90; First Bank of Utica, fees 9; Dollar General, supplies 17.20; Menard's, supplies 15.11; Google, services 19.99; US Postal Service, postage 7.17; Blink, services 10.70; La Cocina, meal 23.13; Walmart, supplies 302.98; Amazon, supplies 96.94; Kopchos, services 387.50; Mierau & Co, services 110; TASC, benefits 531; Lincoln National Life, benefits 232.95; Seward County Clerk, services 331.81; Beaver Hardware, supplies 314.61; Central Valley Ag, fuel 1093.72; Centennial, supplies 140.93; Seward County Independent, services 155.18; Utica Parts & Service, supplies 25.46; Brandt Carpet & Tile, flooring 19237.16; Aflac, benefits 179.86; BOKF, loan pymt. 140,670; Solheim Law Firm, services 435; Seward County Sheriff, services 504; Colonial Life, benefits 96.82; Verizon, services 249.52; Zito, services 657.73; Clia Laboratory Program, fees 248; Mid-American Research, supplies 804.75; Wages 20,767.47; Taxes 3674.36.

Submitted by

Rita Maier

Clerk/Treasurer



**Utica, Nebraska**  
**Parks & Pool Board Meeting Minutes**  
**For November 17, 2024 @ 5:30pm in the Village of Utica Auditorium**

**\*\* it was brought to our attention that the Park board did not have a quorum at our October 17, 2024 meeting. After consulting with the Village attorney, he advised the Park Board to address each matter again at our November meeting and proceed from there.\*\***

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. Desi Perry arrived at 5:39 after approval of Agenda and previous minutes.

Supervising Village Board member Sharon Powell

The monthly meeting of the Utica Parks & Pool Board was called to order at 5:30 pm on November 17, 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 November Meeting agenda. RCV: Autumn Walford, Megan Outhet, Tori Gierhan, Kenna Kucera, and Danae Soliz. All Ayes

***II. Review of Previous Minutes***

Motion by Tori, second by Kenna, to accept the minutes from the September 15, 2024 board meeting. RCV: Autumn Walford, Megan Outhet, Tori Gierhan, Kenna Kucera, and Danae Soliz. All Ayes

***III. Consideration of Public Comments***

There were no public comments made at the meeting.

***IV. Consideration of Old Business***

There was no Lions Club member present willing to speak on the pickleball court.

***V. Consideration of New Business***

- Sharon Powell gave a report from the Village board and on the NET grant update.
  - The Parks and Pool grant application for the NET grant was deemed ineligible Thursday, November 7th at 1:30 in the afternoon by a vote of 13-0 from the NET Board.
- Chair report was given.
  - We added \$677 to our pool account from Football Concessions.
- Autumn's Resignation was accepted and the Future of the Parks and Pool Board was discussed.
  - Tori Gierhan and Kenna Kucera's terms are both up in December and they have both decided they will not be returning.
  - Diana also stated she will not be returning as a volunteer.
- Discussion was had about Soup with Santa. This event will be held on December 13th from 5:30-8:00. The board will not be requesting any funds from the Village Board as this will now be a Utica Community Foundation Event with the help of Autumn, Tori, Diana, and Kenna.
- Christmas Light Contest Thursday December 12, 2024 at 7:00pm

- Motion by Kenna, second by Tori, to ask the Village Board for \$90 of Chamber Bucks for the top 3 winners of the Christmas lights contest. RCV: Autumn Walford, Megan Outhet, Tori Gierhan, Kenna Kucera, Desi Perry and Danae Soliz. All Ayes

Next meeting date is TBD as there is no chairman to set the date.

Meeting was adjourned @ **6:00 pm** by Autumn Walford. Minutes submitted by: Kenna Kucera and Autumn Walford. Minutes to be approved by: The Village of Utica Board of Trustees



**UTICA AGING SERVICES COMMISSION  
NOVEMBER 13, 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 by email. The Open Meetings Act is located on the bulletin board near the back door.

**PRESENT:** Karon Rodgers (Chairperson), Diane Lurz (Manager), Ken Baack, Diane Steinhausen, Lyn Hemphill, Pat Koch, Becky Sandman, Ron Erks, Don Rut, Jim and Sandi Swanson.

**GUESTS:** Randy Steinhausen, Lyle Lurz

Karon opened the meeting at 12:28pm. The agenda was modified to address New Business first.

**NEW BUSINESS:**

- Diane L reported that there were parties who had rented but not paid the rental fee prior to the increase in fees. Ron moved that those who rented the Senior Center prior to the September 1<sup>st</sup> increase will be charged the \$100 fee, and those who scheduled after Sept. 1<sup>st</sup> will pay the new rental fee of \$150. Pat seconded the motion. Motion carried.
- A letter from the Utica Commercial Club was passed around. They are discontinuing several activities, and other civic groups are stepping in. The Aging Services Commission was asked to assist with some of these activities by offering a donation or by attending with grandchildren.
- Consideration was given to changing the checking account to an interest-bearing account. Ron moved and Sandi seconded a motion to change the checking account to an interest-bearing account on Jan. 1, 2025. Motion carried.
- Tyler will be at the center on Nov 19 to begin work on the flooring. He estimated that the kitchen will be ready for the new dishwasher by Nov. 25<sup>th</sup>. The flooring will have a 15-year warranty. Todd Grantski has offered use of a 53' trailer for storing items. Discussion was held on the disposal of the old dishwasher. Sandi moved and Ron seconded a motion to sell the old dishwasher to Fehlhafer's for scrap metal. Motion carried. The Center will be closed from Nov. 14-30 for the flooring replacement.
- The Center will be closed on Christmas Day and New Year's Day. Tentatively, the Center will be open on Dec. 27<sup>th</sup>. Discussion was held on the possibility of a New Year's Eve party. Party guests would bring snacks and play cards, games, or enjoy visiting.
- Diane reported 270 people were served at the Potato Bake. \$3,511.78 was collected and after expenses \$3,226.10 were netted.

The minutes of the October 9<sup>th</sup> meeting were approved as presented on a motion by Lyn, and seconded by Diane S. Motion carried.



The October Manager's report was given by Diane:

- The Senior Center was open for 9 days in October for meal and activities.
- 226 congregate approved meals were served (meals eaten at the Center).
- 22 meals that qualified as home delivered congregate meals were served.
- 13 to-go meals that qualified as congregate meals were served.
- 1 meal served that was not approved as a congregate meal (for an eat-in guest under age 60)
- 2 to-go meals served that were not approved as congregate meals (for guests under age 60)
- A total of 264 senior meals were served.
- 191 exercise units represented 25 people participating. 138 units were for the exercise room, and 53 units were for chair yoga.
- 10 blood pressure checks were done.
- 230 social units which represent 33 people participating in scheduled programs and activities.
- 110 or more newsletters with monthly menus and programs were distributed.
- 125 volunteer hours provided at the Senior Center during regular meal days (averaging 8 people per meal day).
- October activities: Trivia game; Crafts with Autumn Walford; Wheel of Fortune game; Bring a Halloween item or memory to share; Bingo with Carla from Kinship Point.
- The nutrition lesson was on Healthy Snacking with 24 people attending.
- There were two rentals in October, and one is scheduled for November.
- Roger and Betty Meyer have offered to reimburse the Center for the cost of a new step exercise machine. Pat moved and Lyn seconded a motion to accept the Meyer's offer for exercise equipment, after Jan 1<sup>st</sup>. Motion carried.

### **FINANCIAL REPORT**

<u>Income:</u>	Meal donations	\$1,537.00
	Fund-raising/donations	3,511.78
	Rental income	300.00
	T-shirt donations	68.00
	<b>Total October income</b>	<b>\$5,416.78</b>
Expenses:	PacNSave for meals	\$1,560.00
	Runza for meals	100.92
	Raw Food	146.08
	Supplies-office/printer ink	33.14
	Postage	398.55
	Supplies-kitchen	177.98
	Mileage	131.00
	Repairs/maint.	2.99

Payroll wages (cleaning/maint.)	143.00
Payroll taxes (cleaning/maint.)	10.94
Miscellaneous (t-shirt order)	180.00
New Flooring down payment	<u>16,470.94</u>
<b>Total October expenses</b>	<b>\$19,355.54</b>

Resulting in a Net Loss of **-\$13,938.76**

Rita reported the ending balance in the Village's Account as of 10-31-24:

\$36,118.36	Village's Revolving Fund
599.83	Debit card account
<u>1,639.01</u>	Gift Trust/Aging Services account
\$38,357.20	
<u>70,851.61</u>	CD's
\$109,208.81	
<u>150.00</u>	Credit card rental transfer
\$109,358.81	

Lyn moved and Ron seconded a motion to approve the Manager's Report. Motion carried.

**OLD BUSINESS**

- The handles for the kitchen are in but they will not be installed until after the flooring project is completed.
- A Shop-Vac was purchased for the Center in the amount of \$150. Lyle has been very happy with it, and it cleans crevices very well. Diane is still looking to purchase a regular vacuum.

Lyn moved and Diane S. seconded a motion to adjourn at 1:03pm. Motion carried.

The next meeting will be **December 11, 2024, at 1pm at the home of Jim and Sandi Swanson.**

Respectfully submitted,  
Becky Sandman, Secretary



## **December 2, 2024 Board Meeting Maintenance Report**

- Holiday lights were put up and are working well.
- White Chevy service truck was repaired, it will need to go in again to finish up repairs for the oil pan gasket that was on order.
- Final street repairs were completed for this budget cycle.
- Sand and gravel were ordered for the sand spreader this season.
- Street sweeping is taking place and ongoing.
- Tar machine is repaired, we will be going for a training on the unit as a refresher and for new operator.
- A water leak was repaired on a service line that was not mapped; we have added it into mapping.
- We attended a free water/wastewater training this month. It was a good course and we were able to take away useful knowledge.
- 

### **Action Items:**

## CLERK'S REPORT

December 2, 2024

27 disconnect letters sent. 18 Owners & 9 renters.

9 Door hangers, 0 Disconnects-- I have some upcoming promise to pay.

- 1) Forms to be filled out by Trustees
- 2) Each received a copy of new Open Meetings Act.
- 3) November was a busy month. Lots of reports due, and finished
- 4) Informational sheets about meetings in Trustees' packets.



Village of Utica  
 Profit & Loss  
 November 2024

**DRAFT**

	Nov 24
Ordinary Income/Expense	
Income	
General Income	
Compost Sales	447.50
Bank Interest	2,005.97
County Treasurer	202.47
County Treasurer-Bond	55.94
Miscellaneous Income	180.00
Sales Tax Collection Fee	19.23
Sales Tax revenue	7,731.44
Zoning Permits	25.00
Auditorium Income	
Rent	150.00
Total Auditorium Income	150.00
Total General Income	10,817.55
Rural Fire District Income	
Bank Interest	79.93
Total Rural Fire District Income	79.93
Rural Fire Rescue	
Bank Interest	4.45
Total Rural Fire Rescue	4.45
Senior Center Income	
Fundraising - donations	50.00
Meal Contributions	562.00
Rental fees	150.00
USDA reimbursement	195.30
Total Senior Center Income	957.30
Sewer Income	
Late Fee	250.00
Sewer Sales	9,414.00
Total Sewer Income	9,664.00
Water Income	
Late Fee	250.00
Start up	40.00
Water-Commercial	1,351.03
Water Sales	26,302.86
Total Water Income	27,943.89
Streets Income	
County Motor Vehicle tax	1,360.09
Sales Tax revenue	1,902.19
State Highway Allocation	11,099.44
Total Streets Income	14,361.72
Total Income	63,828.84
Gross Profit	63,828.84
Expense	
General	
Betterment expenses	42.18
Bank & CC fees	9.00
Centennial Public Pass-through	300.00
Computer software & fees	257.78
Dues & Fees	100.00
Education	23.13
Law Enforcement	504.00

Village of Utica  
**Profit & Loss**  
 November 2024

	<u>Nov 24</u>
Office Supplies	131.62
Postage	78.16
Professional Services	253.00
Publishing / Printing	62.27
Repairs & Maintenance	601.89
Utilities	217.28
Auditorium	
Utilities	54.40
<b>Total Auditorium</b>	<b>54.40</b>
Library	
Utilities	106.96
<b>Total Library</b>	<b>106.96</b>
Senior Center-City paid	
Payroll	2,092.00
Payroll taxes	160.05
Profession Services	55.00
Repairs & Maint.	71.95
Utilities	56.00
<b>Total Senior Center-City paid</b>	<b>2,435.00</b>
<b>Total General</b>	<b>5,176.67</b>
Payroll-city paid	
457 matching Benefit	637.58
Employee Benefits	988.97
Payroll Federal Taxes	1,563.00
Payroll Wages	14,446.70
<b>Total Payroll-city paid</b>	<b>17,636.25</b>
City Fire Dept	
Professional Services	48.00
Repairs & Maintenance	575.75
Utilities	450.18
<b>Total City Fire Dept</b>	<b>1,073.93</b>
Rural Fire District	
Fuel	242.52
<b>Total Rural Fire District</b>	<b>242.52</b>
Rural Rescue	
Hotspot	38.79
<b>Total Rural Rescue</b>	<b>38.79</b>
Park-City	
Chemicals	0.00
Professional Services	48.00
Repairs and Maintenance	25.79
Utilities	412.00
<b>Total Park-City</b>	<b>485.79</b>
Park-Board	
Supplies	210.45
<b>Total Park-Board</b>	<b>210.45</b>
Pool-City paid	
Repairs & Maintenance	0.00
Utilities	156.51
<b>Total Pool-City paid</b>	<b>156.51</b>



Village of Utica  
**Profit & Loss**  
 November 2024

	<u>Nov 24</u>
Pool-Board paid	
Supplies	0.00
<b>Total Pool-Board paid</b>	<b>0.00</b>
<b>Senior Center</b>	
Activities	67.69
General Supplies/Printing	172.39
Meals purchased	1,308.00
Mileage	114.62
Payroll Wages	289.25
Payroll Tax	22.13
Supplies/Kitchen	27.88
Raw Food	516.36
Repairs and maintenance	348.19
Utilities	
Electric	159.00
Trash	45.00
Phone	103.64
Natural Gas	82.35
<b>Total Utilities</b>	<b>389.99</b>
<b>Total Senior Center</b>	<b>3,256.50</b>
<b>Sewer Dept</b>	
Chemicals	1,701.00
Postage	141.99
Professional Services	1,489.27
Repairs and Maintenance	1,689.76
Utilities	172.34
<b>Total Sewer Dept</b>	<b>5,194.36</b>
<b>Street Dept</b>	
Automobile Expense	416.28
Equipment repair	995.03
Fuel	130.82
Maintenance wage	6,063.25
Office Supplies	19.99
Professional Services	58.70
Repairs and Maintenance	568.46
Small Tools	0.00
Street signs/markings	1,747.56
Supplies & Parts	113.44
Utilities	1,614.45
Work by others	24,417.87
<b>Total Street Dept</b>	<b>36,145.85</b>
<b>Water Dept</b>	
Postage	141.99
Professional Services	1,552.27
Repairs - Maint.	571.50
Supplies & parts	8.34
Utilities	2,052.50
Work done by others	2,544.77
<b>Total Water Dept</b>	<b>6,871.37</b>
<b>Total Expense</b>	<b>76,488.99</b>
<b>Net Ordinary Income</b>	<b>-12,660.15</b>
<b>Net Income</b>	<b>-12,660.15</b>