

Utica Nebraska

Village Board of Trustees

**August 5, 2024 Regular Meeting**

The Village Board of Trustees met in regular session on August 5, 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, and Ramsey. Absent Olson

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 Micek to approve consent agenda (includes agenda, minutes, Treasurer's report, Sheriff's log, and payment of claims). RCV: Ayes: Powell, Micek, Ramsey & Swanson. Nays: None, Abstain: Micek 6A. Carried.

**Public Comments:** None

Michael Holback from AMGL was here to discuss proposed budget. Motion Powell, seconded by Micek to move forward with budget as presented. RCV: Ayes: Powell, Micek, Ramsey & Swanson. Nays: None, Abstain: None. Carried.

Steve Rathman presented his Strategic Plan Proposal.

**Fire Dept. Report:** The dept. helped our Staplehurst, while their rescue was down, several went to the EMT conference, and will be present at the Seward County Fair.

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

**Zoning Inspector Report:** Reported he approved 1 permit at 350 Iowa.

**Chair Report:** None

**Park Report:** Attached and made a part hereof.

**Senior Center:** Attached and made a part hereof.

**Maintenance Report:** Attached and made a part hereof. Motion Powell, seconded by Micek to accept bid from Gierhan Concrete to fix D street problems for approximately \$16,088.25. RCV: Ayes: Powell, Micek, Ramsey & Swanson. Nays: None, Abstain: None. Carried. Motion Powell, seconded by Micek to get bids to replace double doors of east wellhouse. RCV: Ayes: Powell, Micek, Ramsey & Swanson. Nays: None, Abstain: None. Carried.

**Clerk Report:** Attached and made a part hereof.

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

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

**Unfinished Business:**

- 1) Part-time wages. Motion Micek, seconded by Powell to approve 3.2% wage increase for Slaughter, Vandelloo, Clonce and Schleusener, plus an addition \$1.50 for Schleusener. RCV: Ayes: Micek, Powell, Ramsey & Swanson. Nays: None. Abstain: None. Carried.

**New Business:**

- 1) The Board would like bids for flooring for the library, village office and entry.



- 2) Motion Powell, seconded by Ramsey to have September Trustee meeting on 9/9/24. RCV: Ayes: Powell, Ramsey, Micek, & Swanson. Nays: None, Abstain: None. Carried.
- 3) Clerk will get more information from attorney for other options than monthly attendance.
- 4) Board discussed asking other businesses if they are interested in the old park shelter.
- 5) Clerk to find out if there is a contract with gWorks.
- 6) Motion Powell, seconded by Micek to accept Resolution 2024-5 Annual Certification of Program Compliance. RCV: Ayes: Powell, Micek, Ramsey & Swanson. Nays: None, Abstain: None. Carried.
- 7) Motion Powell, seconded by Micek to approve Olsson change order and final payment for the secondary sewer line. RCV: Ayes: Powell, Micek, Ramsey & Swanson. Nays: None, Abstain: None. Carried.
- 8) It was decided to wait until September meeting to see what the costs will be for League conference.
- 9) The Park board asked for a letter of support for pool project. Motion Micek, seconded by Ramsey to take no action. RCV: Ayes: Micek, Ramsey & Swanson. Nays: Powell, Abstain: None. Carried.
- 10) Motion Powell, seconded by Micek to allow the clerk to attend Southern 7 meeting in Crete 8/15/24. RCV: Ayes: Powell, Micek, Ramsey & Swanson. Nays: None, Abstain: None. Carried.
- 11) Motion Micek, seconded by Powell to purchase 2015 pick-up for about \$29,900. RCV: Ayes: Micek, Powell, Ramsey & Swanson. Nays: None, Abstain: None. Carried.  
Motion Powell, seconded by Micek to offer 1998 Ford pick-up for sale by sealed bids. RCV: Ayes: Powell, Micek, Ramsey & Swanson. Nays: None, Abstain: None. Carried.
- 12) Motion Ramsey, seconded by Powell to sign Membership Agreement with Seward County Chamber & Development Partnership. RCV: Ayes: Ramsey, Powell, Micek, & Swanson. Nays: None, Abstain: None. Carried.

The Board discussed and decided to have a special meeting and hearing for LB 840 on 8/22/2024.

Motion Powell, seconded by Micek to adjourn at 9:36 pm. RCV: Ayes: Powell, Micek, Ramsey & Swanson. Nays: None, Abstain: None. Carried.

Next meetings will be:

Special Meeting & Hearing: August 22 at 6:00 pm at the Utica Auditorium.

Regular Meeting: September 9, 2024 at 7:00pm at the Utica Auditorium.

**Claims:** Solheim Law Firm, services 210; NE State Volunteer Firefighters assoc., due 625; One Call Concepts, services 76.64; Seward Co. Sheriff, services 504; Grant Administration, services 4000; Norris Public Power, services 5053.57; NE Dept of Revenue, sales tax 724.74; 1 to 1 Technologies, services 1673.32; First Bank of Utica, fees 9; Bomgaard's, supplies 59.89; Blink, services 10.70; Freddy's, meals 24.42; Dollar Tree, supplies 14.78; Runza, meals 122.34; Amazon, supplies 408.18; Walmart, supplies 246.41; Pac N Save, meals 1530; AT & T Mobility, services 40.04; Bel-con refuse, services 45; Lincoln Winwater Works, supplies 238.09; Kansas City Life Insurance, insurance 1950; Quadient Finance, postage 250; Utica Parts & Service, supplies 52.69; Central Valley Ag, fuel 987.68; Centennial Market, supplies 770.41; D. Lurz, mileage 147.37; Z. Crouch, milage 60.97; J. Brandenburgh, shirts 540; Windstream, services 243.91; Zito, services 657.53; Seward County Independent, services 103.18; Front Porch Designs, services 60; JR's Bobcat Service, services 1115.09; AED Authority, services 735, purchase 4778; Dinges Fire Co., equipment 7539.902; Cornhusker Cleaning Supply, supplies 213.03; League of NE

Municipalities, dues 3340; Aqua-Chem, supplies 4550.39; Shaffer Communications, equipment 2308.22; Barco Municipal Products, supplies 704.90; NE Public Health Environment, services 292; Mid-American Research, supplies 1933; Municipal Supply Inc, supplies 4666.02; Vesperis, supplies 720; Advanced Office Automation, services 19.77; Great Plains Pest Management, services 295; Kopchos, services 387.50; Mierau & Co., services 110; John Deere Financial, loan payment 280.05; Verizon, services 249.42; Aqua-Chem, supplies 952.81; Wages 42876.48; Benefits 2927.55; Taxes 8986.48.

Submitted by

Rita Maier

Clerk/Treasurer



**UTICA AGING SERVICES COMMISSION  
JULY 10, 2024, AT 12:30pm at the Senior Center**

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), Pat Koch, Lyn Hemphill, Ken Baack, Sandi Swanson, Ron Erks, Don Rut, Diane Steinhausen, Jim Swanson, and Becky Sandman.

**GUESTS:** Lyle Lurz and Randy Steinhausen.

The minutes of the June meeting were emailed to all committee members. Diane S moved and Ron seconded a motion to approve the minutes of the June 10 and June 25 meetings as written. Motion carried.

June Manager's report presented by Diane Lurz:

- The Center was open for 8 days in June for meals and activities.
- 221 congregate meals were served (meals eaten at the Center).
- 12 HD meals were served (that qualified as Home Delivered meals).
- 18 To-go meals were served (that qualified as approved congregate meals).
- 2 Senior Center meals served (to eat-in guests under age 60).
- There were 189 exercise units (24 people doing the total 189 units of exercise. Exercise room use-100 units, exercise bands-17 units, Chair yoga-72 units.
- 10 blood pressure checks were taken.
- There were 244 social units-representing 44 people participating in scheduled programs, cards, and activities.
- 110 or more newsletters with monthly menus and programs were distributed.
- 112 volunteer hours-averaging 8 people volunteering per meal day.
- June activities included: An Alaskan Dream by Iona Hawley; Share about your father; Seniors Music Bingo with Elliot Piper; Bingo with Carla from Kinship Point; Corn Hole Bean Bag toss.
- The nutrition lesson was "Oral Health".
- Exercise band classes were held every Thurs morning in June.
- Chair Yoga classes were held on June 7, 12, 14, 21, 26, and 28.
- Diane and Lyle attended the Utica Heritage Days planning meeting on June 12.
- There was one rental in June. There is one rental in July and two in August.

**FINANCIAL REPORT**

<u>Income:</u>	Income from meal contributions	\$1,620.00
	Income from USDA reimbursements	378.00
	Income from rentals	100.00

CD interest income	893.91
Memorials (Joyce S. & Mike R.)	<u>230.00</u>
<b>Total June income</b>	<b>\$3,221.91</b>

<u>Expenses:</u>	
PacNSave-May meals	\$1,686.00
Raw Food	140.12
Supplies-office/printer ink	16.95
Supplies-kitchen	29.41
Activities (Music Bingo fee)	100.00
Mileage-for meal pickup and delivery	209.11
Payroll taxes (cleaning/maint.)	101.28
Payroll wages (cleaning/maint.)	<u>209.11</u>
<b>Total June expenses</b>	<b>\$2,692.33</b>

Resulting in a net income of **\$529.58.**

- Rita reported the ending balance in the Village Account, as of 6-30-24:
 

\$46,314.80	Village's Revolving Fund
778.94	Debit Card fund
<u>1,616.13</u>	Gift Trust/Aging Services account
\$48,709.87	
<u>70,144.42</u>	CD's
\$118,854.29	

Pat moved and Sandi seconded a motion to approve the Manager's report. Motion carried.

### **OLD BUSINESS**

1. In June, the Kiosk was used for seniors to sign-in for meals, physical workouts, and activities. Paper records were maintained for comparison. There were several seniors who had no card or whose cards didn't work. All but one has been resolved. In July, all records will be entered into the kiosk and the manager will use data in the kiosk for a monthly report.
2. Tyler will come in late August to check on the status of the floor under the tile and to measure the nurse's room for new flooring. The new flooring will be laid in September.
3. The new dishwasher will be ordered in August so there won't be any lengthy time in storage. (The warranty starts upon delivery.)
4. The Potato Bake will be held Sunday, July 14<sup>th</sup>. Help is needed to wash and wrap potatoes on Saturday morning. Those who can stay after the Friday meal will help set up tables & chairs.
5. The Senior Center will host coffee and rolls on Sat. morning, July 27<sup>th</sup>. Byron Wiemer has agreed to grill pork burgers and hot dogs. Ken will assist Byron. Cookies and bars will be provided for lunch. Karon will solicit businesses for bottled water (last year 144 bottles were donated). Diane S. suggested the Center sponsor a float to promote activities available to new guests.



## NEW BUSINESS

1. Diane L presented the Aging Services Committee's proposal for financial responsibilities to the Village Board of Trustees at their August meeting. Items included: the Aging Services would pay for 50% of the Manager's wages and payroll taxes; would pay the annual recycling bin fee; to continue paying other remaining items that were not addressed with the 50% manager's wages & taxes; requested the Village split the cost of the new flooring 50/50; requests the Village Board review Ordinance 171.02 to determine the appropriate direction the Village should take regarding the Senior Center financial structure. The Village Board of Trustees took the following action: the Village Board will continue to pay all of the manager's wages and payroll taxes and one-half of the cost of new flooring. Diane's wages will be increased to \$16/hour effective Oct. 1<sup>st</sup>. The Senior Center will continue to pay for utilities and custodial wages and taxes. Sandi moved and Lyn seconded a motion to increase the custodial wages to \$15/hour effective Jan 1, 2025. Motion carried.
2. Diane presented a revised fiscal year Oct 1-2024 to Sep 30-2025 that had been presented to the Village Board.
3. Randy Steinhausen explained the Norris Public Power's "Operation Round-Up" program. Diane L had submitted a request for funds toward the purchase of the new dishwasher. Randy informed the committee that the request for funds was approved in the amount of \$2,500.

## MARK YOUR CALENDARS

July 14, 2024	Potato Bake, serving from 11am-1pm
July 18, 2024	Food truck, 2-3pm UVFD parking lot
July 27, 2024	Heritage Days at the Senior Center (Saturday)

The meeting was adjourned at 1:20pm on a motion by Diane S and seconded by Ron. Motion carried.

The next meeting will be held **AUGUST 14, 2024, at 12:30pm at the Senior Center.**

Respectfully submitted,  
Becky Sandman, Secretary

**Utica, Nebraska**  
**Parks & Pool Board Meeting Minutes**  
**For July 21, 2024 @ 6:30pm 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, Stephanie Cradcick and Diana Tomes.  
Supervising Village Board member Sharon Powell

The monthly meeting of the Utica Parks & Pool Board was called to order at 6:30 pm on July 21, 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 Tori, second by Megan 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 Kenna, second by Tori, to accept the minutes from the June 23 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***

- Conversation was had about games, fundraising, and organization of Friday Fun Night at the pool.
- Conversation was had about pickleball court. The board will touch on this subject again at the next board meeting.
- Conversation had in regards to park equipment for North Park. Dane motion, second by Tori, to take down the wooden structure at the North Park due to safety concerns. RCV: Autumn Walford, Megan Outhet, Tori Gierhan, Kenna Kucera, Danae Soliz, and Desi Perry. All Ayes

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

- Sharon Powell gave a report from the Village board.
- Chair report was given.
- Discussion was had about tree grant and basketball hoops for the basketball court.
- Discussion was had about Baby Pool Filter Repair

Next meeting will be held on Sunday August 18, 2024 @ 5:30, in the village auditorium.

The agenda will be emailed to the Park and Pool board by Autumn Walford and posted with a public announcement of the meeting by Village Clerk.

Meeting was adjourned @ **9:10pm** by Autumn Walford. Minutes submitted by: Kenna Kucera and Autumn Walford. Minutes to be approved by: The Village of Utica Board of Trustees



## **August 5, 2024 Board Meeting Maintenance Report**

- Update. The Bronco Heights subdivision street was poured and the natural gas infrastructure is being installed by Black Hills Energy.
- The street sweeper had a hydraulic valve that needed to be upgraded, MacQueen Equipment was out to do this for warranty. Everything is good to go now
- 2008 Chevy Pickup will be repaired by Utica Parts, the brake booster is leaking badly and will be replaced.
- Sargent drilling was out to change out a switch and to do a few other repairs on the East Well, we were having some issues with run faults.
- All Street parking lines and handicap logos were repainted prior to heritage days.
- A new tennis net was installed on the East court due to the cable being broke and pulled through the old net.
- Zach has registered for class L wastewater certification training August 20-22 in Lincoln.
- Discuss wading pool filter system.
- Discuss street repairs.

### **Action Items:**

- Discuss maintenance service trucks
- Discuss door replacement on East well house.



CLERK'S REPORT

August 5, 2024

25 disconnect letters sent. 17 Owners & 8 renters.  
3 Door hangers, 0 Disconnects

- 1) Desk top computer here and running.
- 2) Southern 7 meeting Crete 8/15
- 3) Goodwill truck here during Utica days collected 4121 pounds of items.
- 4) Special meeting
  - a. LB 840 hearing
  - b. Board of adjustment recommendation from their 8-15-24 meeting

Village of Utica  
 Profit & Loss  
 July 2024

**DRAFT**

	Jul 24
Ordinary Income/Expense	
Income	
General Income	
Compost Sales	382.00
Bank Interest	4,309.60
County Treasurer	2,977.49
County Treasurer-Bond	822.57
Licenses- other, dog	35.00
Rent-Zito	150.00
Sales Tax Collection Fee	22.51
Sales Tax revenue	7,280.53
Zoning Permits	180.00
Auditorium Income	
Rent	150.00
Total Auditorium Income	150.00
Total General Income	16,309.70
Park Income-City	
RV camp fee	50.00
Total Park Income-City	50.00
Pool Income-City	
Admissions	746.76
Lessons	120.00
Lessons-Private	1,705.00
Private Parties	100.00
Total Pool Income-City	2,671.76
Pool Income-Board	
Fund raiser	1,290.00
Concessions	6.00
Donation	9,148.61
Total Pool Income-Board	10,444.61
Senior Center Income	
Fundraising - donations	4,989.00
Grant	2,500.00
Interest Earned-CD	1.25
Meal Contributions	1,227.00
Rental fees	100.00
Total Senior Center Income	8,817.25
Sewer Income	
Late Fee	270.00
Sewer Sales	8,104.00
Total Sewer Income	8,374.00
Water Income	
Late Fee	270.00
Water-Commercial	1,085.84
Water Sales	18,948.00
Total Water Income	20,303.84
Streets Income	
County Motor Vehicle tax	1,230.54
Sales Tax revenue	4,662.51
State Highway Allocation	12,989.99
Total Streets Income	18,883.04
Total Income	85,854.20



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

	<u>Jul 24</u>
Gross Profit	85,854.20
<b>Expense</b>	
Special Expense	
ARPA Funds	3,454.98
Total Special Expense	3,454.98
<b>General</b>	
Bank & CC fees	9.00
Computer software & fees	515.56
Law Enforcement	504.00
Office Supplies	85.39
Postage	50.00
Professional Services	218.00
Publishing / Printing	42.73
Repairs & Maintenance	240.00
Utilities	536.85
<b>Auditorium</b>	
Repairs and Maintenance	17.38
Supplies	0.00
Utilities	55.83
Total Auditorium	73.21
<b>Library</b>	
Utilities	136.12
Total Library	136.12
<b>Senior Center-City paid</b>	
Payroll	1,705.16
Payroll taxes	779.96
Profession Services	111.00
Repairs & Maint.	67.14
Utilities	401.71
Total Senior Center-City paid	3,064.97
Total General	5,475.83
<b>Payroll</b>	
Employee Benefits	2,387.62
Payroll Taxes	8,137.20
Payroll Wages	17,512.74
Total Payroll	28,037.56
<b>City Fire Dept</b>	
Dues	675.00
Professional Services	48.00
Repairs & Maintenance	240.00
Utilities	425.80
Total City Fire Dept	1,388.80
<b>Rural Fire District</b>	
Pager service	305.00
Equipment Purchase	760.14
Fuel	77.95
Repair and Maintenance	74.41
Total Rural Fire District	1,217.50
<b>Rural Rescue</b>	
Supplies	676.65
Hotspot	38.79
Total Rural Rescue	715.44

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

	<u>Jul 24</u>
<b>Park-City</b>	
Chemicals	0.00
Mower Loan Payment	280.05
Payroll wages	949.55
Professional Services	48.00
Repairs and Maintenance	358.62
Utilities	894.00
Work by others	80.00
	<hr/>
<b>Total Park-City</b>	2,610.22
<b>Park-Board</b>	
Fundraiser expenses	0.00
	<hr/>
<b>Total Park-Board</b>	0.00
<b>Pool-City paid</b>	
Chemicals	2,372.06
Payroll Wages	15,728.10
Supplies	351.93
Repairs & Maintenance	1,835.67
Utilities	1,126.32
	<hr/>
<b>Total Pool-City paid</b>	21,414.08
<b>Pool-Board paid</b>	
Fees	2,808.62
	<hr/>
<b>Total Pool-Board paid</b>	2,808.62
<b>Senior Center</b>	
Activities	0.00
General Supplies/Printing	25.99
Meals purchased	1,706.34
Mileage	131.00
Miscellaneous	0.00
Payroll Wages	147.11
Payroll Tax	69.32
Supplies/Kitchen	276.66
Raw Food	96.80
Repairs and maintenance	0.00
	<hr/>
<b>Total Senior Center</b>	2,453.22
<b>Sewer Dept</b>	
Chemicals	1,364.75
Postage	100.00
Professional Services	14,995.85
Repairs and Maintenance	834.00
Utilities	284.81
	<hr/>
<b>Total Sewer Dept</b>	17,579.41
<b>Street Dept</b>	
Equipment Rental	0.00
Fuel	464.20
Maintenance wage	6,833.82
Office Supplies	1,399.98
Professional Services	522.20
Repairs and Maintenance	240.00
Small Tools	125.99
Supplies & Parts	279.95
Uniform-Dylan	0.00
Uniform-Rick	0.00
Utilities	1,807.06
	<hr/>
<b>Total Street Dept</b>	11,673.20
<b>Water Dept</b>	



1:34 PM  
08/01/24  
Cash Basis

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

---

	<u>Jul 24</u>
Chemicals	0.00
Education & Licenses	24.42
Postage	100.00
Professional Services	799.02
Repairs - Maint.	1,364.42
Supplies & parts	1.75
Utilities	<u>1,658.78</u>
Total Water Dept	<u>3,948.39</u>
Total Expense	<u>102,777.25</u>
Net Ordinary Income	<u>-16,923.05</u>
Net Income	<u><u>-16,923.05</u></u>