

Utica Nebraska

Village Board of Trustees

**December 6, 2021 Regular Meeting**

The Village Board of Trustees met in regular session on December 6, 2021 at 7:00 pm in the 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, Baack, Powell and Micek. Absent: Ohlsen

The Pledge of Allegiance was recited.

Chair stated that the Open Meeting Act is located on the back wall for review.

The agenda was approved by a motion from Baack second Powell. RCV: Ayes: Baack, Powell, Ohlsen, Micek & Swanson. Nays: None Abstain: none. Passed.

Motion Baack, seconded by Micek to accept minutes of the November 1, 2021 regular meeting. RCV: Ayes: Baack, Powell, Micek & Swanson. Nays: None Abstain: none. Passed.

**Public Comments:** Nadine Cain brought to the attention of the board about cats coming into her yard and leaving feces by her sidewalk and in her flower beds. She would like the board to establish a cat ordinance. She also had concerns of wood in yards that might be drawing termites to the area.

**Old Business:**

- 1) Wages. With changes to Senior Center wages, board is satisfied at this time. No action.
- 2) Water tower designs were discussed. Motion Baack, seconded by Powell to approve painting top and bottom portions blue with a white band and "Utica" in the middle section. . RCV: Ayes: Baack, Powell, Micek & Swanson. Nays: None Abstain: none. Passed.

**New Business:**

- 1) Board members were given some suggested ordinances from the Planning Commission to consider. Motion Micek, seconded by Powell to accept Planning Commissions' minutes. RCV: Ayes: Baack, Powell, Micek & Swanson. Nays: None Abstain: none. Passed.
- 2) Discussed reorganization: A few sub-board members do not want to serve another term. Colette Stelling and Megan Outhet were added to the Park Board. The Board of Adjustment has one open position and an alternate position. The Planning Commission may have one open position. The Trustees will keep their current positions. Motion Powell, seconded by Baack to accept the boards and assignments as is. RCV: Ayes: Baack, Powell, Micek & Swanson. Nays: None Abstain: none. Passed.
- 3) Resolution 2021-13 to approve signing of the year-end Certification of City Street Superintendent by Village Board Chairperson. Motion Micek, seconded by Powell to introduce and approve Resolution 2021-13. RCV: Ayes: Baack, Powell, Micek & Swanson. Nays: None Abstain: none. Passed.
- 4) Resolution 2021-14 to appoint City Street Superintendent for 2022. Motion Baack, seconded by Powell to approve Resolution 2021-14. RCV: Ayes: Baack, Powell, Micek & Swanson. Nays: None Abstain: none. Passed.

- 5) Motion Baack, seconded by Powell to approve Ordinance No 778 for the sale of Village property. RCV: Ayes: Baack, Powell, Micek & Swanson. Nays: None Abstain: none. Passed. Motion Powell, seconded by Micek to forego 3 reading of Ordinance 778. RCV: Ayes: Baack, Powell, Micek & Swanson. Nays: None Abstain: none. Passed.
- 6) Pool repair update. The board was shown some pictures of the latest pool repair problems. It was decided to send pictures to Leak Investigators and voice our concerns and to see if there is any guarantee. We will hold second half of payment until we hear from them.
- 7) Swanson and Powell will be added to the customer list for the Village's safety deposit box at the bank.
- 8) The Board received a request from St. Patrick's for a Special Designated Liquor License . Motion Baack, seconded by Powell to approve the request. RCV: Ayes: Baack, Powell, Micek & Swanson. Nays: None Abstain: none. Passed.
- 9) Discussed the use of go karts on our Village streets. Rodney Haith voiced that he would not like go karts being banned from our streets. We will check regulations with other communities.
- 10) Board was given several suggestions for playground equipment to be purchased. Board would like to see a set plan and purchase equipment accordingly.

**Fire Dept. Report** None

**Sheriff Report:** Attached and made a part hereof. Motion Powell, seconded by Baack to accept the Sheriff Report.

**Zoning Inspector Report:** Nothing new.

**Chair Report:** Reported on SCCEDP luncheon, nuisance properties and discussed ARPA funds

**Park Report:** Discussed in #10

**Maintenance Report:** Attached and made a part hereof. Motion Baack, seconded by Powell to accept the Maintenance report. RCV: Ayes: Baack, Powell, Micek & Swanson. Nays: None Abstain: none. Passed.

**Clerk Report:** Attached and made a part hereof. Motion Powell, seconded by Micek to approve Clerk going to Clerk's School in March. RCV: Ayes: Baack, Powell, Micek & Swanson. Nays: None Abstain: none. Passed. Motion Micek, seconded by Baack to file lien and go also file future liens as needed. RCV: Ayes: Baack, Powell, Micek & Swanson. Nays: None Abstain: none. Passed. Motion Micek, seconded by Powell to accept Clerk's report. RCV: Ayes: Baack, Powell, Micek & Swanson. Nays: None Abstain: none. Passed.

**Treasurer Report:** Attached and made a part hereof. Motion Baack, seconded by Powell to accept the Treasurer's report. RCV: Ayes: Baack, Powell, Micek & Swanson. Nays: None Abstain: none. Passed.

**Keno Report:** Attached and made a part hereof. Motion Baack, seconded by Powell to accept Keno report. RCV: Ayes: Baack, Powell, Micek & Swanson. Nays: None Abstain: none. Passed.

**Claims** were reviewed. Motion Powell, seconded by Baack to approve all claims except Mid-American. RCV: Ayes: Baack, Powell, Micek & Swanson. Nays: None Abstain: none. Passed.

Motion Baack, second Powell to approve Mid-American claims. RCV: Ayes: Baack, Powell, & Swanson. Nays: None Abstain: Micek. Passed.

Motion Baack , seconded by Powell to adjourn at 9:07

**Claims:** Jackson Services- services 210.26; Utica Parts & Service- repairs 324.80; NE Dept of Environmental- services 115; S. Hunter- refund 60.42; NE Dept of Revenue- taxes 1940.82; Norris Public Power- services 7801.94; M. Fry- refund 25; C. Ramsey- refund 5.89; Walmart, supplies- 96.39, uniforms- 88.02; Ebay-supplies 49.43; JM Monograms-uniforms 196.30; Great Plains Pest Management-services 220; Windstream-services 1069.78; Nebraska Municipal Power Pool-services 2013; Lincoln Winwater Works-supplies 128.89; J Wiemer-supplies 15.05; TNT-meals 209; St Paul School-meals 1534.50; Verizon-services 150.32; Michael Mullally-services 260; Advanced Office Automation-services 42.63; Central Valley Ag-fuel 1143.59; Pac N Save-supplies 68.02; Trash Panda Refuse-services 30; Black Hills Energy-services 525.23; Beaver Hardware-supplies 199.85; Seward Co. Independent-services 32.62; American Legal Publishing-services 650; Display Sales-supplies 73; Bell Bank Equipment-loan 5836.18; Midwest Service & Sales-supplies 207.70; Mierau & Co-services 100; Aqua-chem-supplies 1382.17; K Calder-services 130; NE Public Health-services 33; Seward County Sheriff-services 517.80; Kopchos-services 177; Mid-American Research-supplies 156; Wages-12345.04, Benefits-2706.74; payroll taxes-2856.08.

Submitted  
Rita Maier  
Utica Village Clerk/Treasurer

## **December 6, 2021 Board Meeting Maintenance Report**

- Leak investigators were out to do the initial router out of the caulk joint, and with the nice weather lately they were able to start doing the sealing of pool wall to stainless gutter.
- Epp foundation repair finished up the drain tile and sump pump in the library building, the crew did a great job.
- The front (West) side of the senior center was sealed between the building and the sidewalk.
- The brush pile at the compost site was burnt. We also hauled out and spread the compostable pile on the field. Street sweeping pile was also hauled out North of town.
- Routine water sampling for the month was completed and recorded.
- Annual Nitrate will be collected for last quarter of 2021.
- We had a lot of leaves in the streets this year, we did our best to keep up with it. The street sweeper did well.
- Monthly reports have been filled out and turned in.
- Jared from Olsons was out to do the SCADA upgrade at the treatment plant. Seems to be working well.
- Sewer checks are taking place throughout the collection system.
- A new sign for the Maintenance shop was ordered it will be 36"x48" made of aluminum composite board. Cost for sign is \$185. We will get treated post and lumber to set it.
- Christmas lights were put up, and garland wrap was done on 1<sup>st</sup> street poles, the new LED lights look sharp at night!
- NE Generator will be giving us a quote for new generator at lift station, we are also working with the gas company on getting natural gas there so we wouldn't need a propane tank anymore.
- New cutting edges for snow plows were ordered to prepare for the snow season.

### **Action Items:**

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## CLERK'S REPORT

15 disconnect letters sent. 7 Owners & 8 renters.

6 Door hangers. 0 disconnects

- 1) Going to Sutton on Wednesday 12/8/21 for training
- 2) Clerks school in GI March 13-18<sup>th</sup>. \$393.00 plus room
- 3) What outside web sites to include on our website. (Alzheimer)  
What posters or announcements to we include? (Church fund raisers, craft shows, commercial club, boy scouts, benefits, concerts, anything open to the public?)
- 4) Lien for mowing on 601 G street.
- 5) Concerns.

Utica Keno  
October, 2021

Gross Sales	<u>100.00%</u>	<u>\$8,601.50</u>
Prizes (Payouts)	<u>89.8971%</u>	<u>\$7,732.50</u>
Operator Commission	<u>14.0000%</u>	<u>\$1,204.21</u>
Add'l Amt. owed oper....		\$0.00
City Share	<u>-4.1180%</u>	<u>(\$354.21)</u>
Uncollected Winnings	<u>0.2209%</u>	<u>\$19.00</u>
State+Uncoll.+City Total to city		<u><b>(\$335.21)</b></u>
To RESERVE FUND>	<u>\$0.00</u>	
Amount avail in reserve...	\$0.00	
<b>Amt. prev owed oper..</b>	\$0.00	
amt.paid back this month...	<u>\$0.00</u>	
Amt. now owed operator....	<u><b>\$0.00</b></u>	

Village of Utica  
**Profit & Loss**  
 November 2021

	Nov 21
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
<b>General Income</b>	
Compost Sales	367.25
Bank Interest	364.87
County Treasurer	2,684.93
Miscellaneous Income	2,762.51
Sales Tax Collection Fee	49.76
Sales Tax revenue	11,151.88
Zoning Permits	0.00
Auditorium Income	
Rent	0.00
<b>Total Auditorium Income</b>	0.00
<b>Total General Income</b>	17,381.20
<b>Park Income</b>	
Donation	215.00
RV camp fee	10.00
<b>Total Park Income</b>	225.00
<b>Pool Income</b>	
County Treasurer-Bond	232.75
<b>Total Pool Income</b>	232.75
<b>Senior Center Income</b>	
Interest Earned-CD	47.27
Meal Contributions	1,968.44
Memorials	2,967.51
State/Federal	1,500.00
USDA reimbursement	485.80
<b>Total Senior Center Income</b>	6,969.02
<b>Sewer Income</b>	
Late Fee	20.00
Sewer Sales	7,789.00
<b>Total Sewer Income</b>	7,809.00
<b>Water Income</b>	
Late Fee	20.00
Shut off	64.88
Water-Commercial	1,193.95
Water Sales	18,452.22
<b>Total Water Income</b>	19,731.05
<b>Streets Income</b>	
State Highway Allocation	9,472.12
<b>Total Streets Income</b>	9,472.12
<b>Total Income</b>	61,820.14
<b>Gross Profit</b>	61,820.14
<b>Expense</b>	
<b>General</b>	
Law Enforcement	517.80
Bank & CC fees	9.00
Insurance Expense	500.12
Keno operating	1,335.21
Miscellaneous Expense	600.00
Office Supplies	94.62
Postage	36.80
Professional Services	577.47

Village of Utica  
**Profit & Loss**  
 November 2021

	<u>Nov 21</u>
Publishing / Printing	181.03
Utilities	357.56
Work by Others	130.00
Auditorium	
Utilities	32.03
<b>Total Auditorium</b>	<b>32.03</b>
Library	
Repairs & Maintenance	1,216.00
Utilities	95.61
<b>Total Library</b>	<b>1,311.61</b>
Senior Center-City paid	
Payroll taxes	0.00
Profession Services	98.00
Repairs & Maint.	173.76
Utilities	329.58
<b>Total Senior Center-City paid</b>	<b>601.34</b>
<b>Total General</b>	<b>6,284.59</b>
Payroll	
Employee Benefits	1,881.39
Payroll Taxes	5,863.90
Payroll Wages	12,345.04
<b>Total Payroll</b>	<b>20,090.33</b>
City Fire Dept	
Dues	535.00
Repairs & Maintenance	167.47
Utilities	573.44
<b>Total City Fire Dept</b>	<b>1,275.91</b>
Rural Fire District	
Fuel	140.54
Professional services	48.00
Repair and Maintenance	7,742.11
<b>Total Rural Fire District</b>	<b>7,930.65</b>
Park	
Professional Services	48.00
Repairs and Maintenance	17.94
Utilities	234.00
<b>Total Park</b>	<b>299.94</b>
Pool	
Supplies	50.00
Utilities	68.03
<b>Total Pool</b>	<b>118.03</b>
Senior Center	
Meals purchased	1,974.50
Miscellaneous	10,892.65
Payroll Wages	110.82
Payroll Tax	18.36
Supplies/Printing	51.24
Raw Food	47.95
Refund	100.00
<b>Total Senior Center</b>	<b>13,195.52</b>
Sewer Dept	
Education & Licenses	115.00



Village of Utica  
Profit & Loss  
November 2021

	<u>Nov 21</u>
Chemicals	
Postage	1,570.00
Repairs and Maintenance	73.60
Supplies & Parts	320.09
Utilities	0.00
	<u>257.74</u>
Total Sewer Dept	2,336.43
Street Dept	
Equipment repair	804.94
Fuel	601.39
Office Supplies	15.87
Professional Services	67.79
Repairs and Maintenance	6.97
Street signs/markings	121.50
Supplies & Parts	208.23
Uniform-Dylan	0.00
Uniform-Rick	284.32
Utilities	1,618.81
	<u>1,618.81</u>
Total Street Dept	3,729.82
Water Dept	
Loan Payment	0.00
Interest paid on loan	0.00
Admin Fee on loan	0.00
Postage	73.60
Professional Services	2,942.45
Repairs - Maint.	599.10
Supplies & parts	10.06
Utilities	1,881.96
	<u>1,881.96</u>
Total Water Dept	5,507.17
Total Expense	<u>60,768.39</u>
Net Ordinary Income	1,051.75
Net Income	<u><u>1,051.75</u></u>