Utica Nebraska

Village Board of Trustees

November 7, 2022 Regular Meeting

The Village Board of Trustees met in regular session on November 7, 2022 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, Baack, and Powell. Absent Trustee Micek.

The Pledge of Allegiance was recited.

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

Moved by Baack, seconded by Powell to approve consent agenda. RCV: Ayes: Baack, Powell & Swanson.

Nays: None Abstain: None. Carried. Public Comments: None Unfinished Business:

1. Moved Baack, seconded by Powell to approve Ordinance 781 granting a franchise to Zito Midwest, LLC to operate and maintain a community antenna television system in the Village of Utica, Nebraska. . RCV: Ayes: Baack, Powell & Swanson. Nays: None Abstain: None. Carried. Moved Powell, seconded by Baack to forego the three readings of Ordinance 781. RCV: Ayes: Baack, Powell & Swanson. Nays: None Abstain: None. Carried.
2. Moved Baack, seconded by Powell to table attorney decision until December. RCV: Ayes: Baack, Powell & Swanson. Nays: None Abstain: None. Carried.

Motion Powell, seconded by Baack to appoint Don Olson to the Board of Trustees to fill the vacancy of Ohlsen/Daehling for the next 2 years. RCV: Ayes: Baack, Powell & Swanson. Nays: None Abstain: None. Carried. Olson took the Oath of Office, answered roll call and joined the Board of Trustees.

New Business:

* 1. Moved Baack, seconded by Powell to charge new houses under construction for water usage only until the house is occupied. RCV: Ayes: Baack, Powell, Olson, & Swanson. Nays: None Abstain: None. Carried.
  2. Moved Powell, seconded by Olson to post all public meetings and whenever possible the agendas. RCV: Ayes: Baack, Powell, Olson, & Swanson. Nays: None Abstain: None. Carried 3) Clerk states she has been through the Employee Handbook. The board needs to decide on the wording of PTO. Moved Baack, seconded by Powell to table Employee Handbook until a later date. RCV: Ayes: Baack, Powell, Olson, & Swanson. Nays: None Abstain: None.

Carried

* 1. Motion Baack, seconded by Olson to increase Trustee payment to $100 per meeting and $135 to the Chairperson per meeting. RCV: Ayes: Baack, Powell, Olson, & Swanson. Nays: None Abstain: None. Carried
  2. Discussion about a communication tool was table until a future meeting when Micek can supply details.
  3. Motion Baack, seconded by Powell to leave the Lauterbach agreement as is until the date of the agreement or the ordinances on shouses and tiny houses are approved. RCV: Ayes: Baack, Powell, Olson, & Swanson. Nays: None Abstain: None. Carried
  4. Moved Baack, seconded by Powell to table discussion on changing the water tap fee until a

future meeting with Maintenance Supervisor present. RCV: Ayes: Baack, Powell, Olson, & Swanson. Nays: None Abstain: None. Carried

* 1. Moved Powell, seconded by Baack to approve the 2023 Olsson agreements for Street Superintendent and engineering services . RCV: Ayes: Baack, Powell, Olson, & Swanson. Nays: None Abstain: None. Carried
  2. Moved Olson, seconded by Powell to introduce and approve Resolution 2022-7 year-end certification of city street superintendent. RCV: Ayes: Baack, Powell, Olson, & Swanson.

Nays: None Abstain: None. Carried

* 1. It was reported by neighbors that the Brown dog problem has been solved for now. Moved Baack, seconded by Powell to cease the complaint citation at 901 Centennial Ave. RCV:

Ayes: Baack, Powell, Olson, & Swanson. Nays: None Abstain: None. Carried

* 1. Moved Olson, seconded by Powell to increase insurance liability from 3 million to 5 million and to increase deductible on autos from $500 to $1000. RCV: Ayes: Baack, Powell, Olson, & Swanson. Nays: None Abstain: None. Carried
  2. Moved Powell, seconded by Baack to allow training and burning of old Care Center and mitigate as much smoke as possible when weather permits. RCV: Ayes: Baack, Powell, Olson, & Swanson. Nays: None Abstain: None. Carried
  3. Moved Baack, seconded by Olson to have attorney write a letter to 650 Centennial about the trash in driveway & yard. RCV: Ayes: Baack, Powell, Olson, & Swanson. Nays: None Abstain: None. Carried

Fire Dept. Report Deremer reports that there were few calls, that several firefighters are taking a class in York. Moved Baack, seconded by Powell to accept Fire report. RCV: Ayes: Baack, Powell, Olson, & Swanson. Nays: None Abstain: None. Carried

Sheriff Report: Was examined by the board. Travis was present to answer any questions. None. Moved Olson, seconded by Baack to accept Sheriff report. RCV: Ayes: Baack, Powell, Olson, & Swanson. Nays: None Abstain: None. Carried

Zoning Inspector Report: Baack reported permits for Sheperd, Stroup & Grantski. Moved Powell, seconded by Olson to accept zoning report. RCV: Ayes: Baack, Powell, Olson, & Swanson. Nays: None Abstain: None. Carried

Senior Center report: Lurz reports annual review is done and she is expecting the state inspector to come anytime during mealtime. She said they had a good turnout for the potato bake and for the Cowboy songs event. Moved Baack, seconded by Olson to accept Senior Center report. RCV: Ayes:

Baack, Powell, Olson, & Swanson. Nays: None Abstain: None. Carried

Chair Report: Chair asks the board if they might want to consider having a Housing Authority

Committee to oversee the upkeep of houses. Moved Baack, seconded by Olson to explore the feasibility of having a Housing Authority Committee and what they do. RCV: Ayes: Baack, Powell, Olson, & Swanson. Nays: None Abstain: None. Carried Moved Baack, seconded by Powell to accept Chair report. RCV: Ayes: Baack, Powell, Olson, & Swanson. Nays: None Abstain: None. Carried

Park Report: Attached and made a part hereof. Moved Baack, seconded by Powell to allow the Park

Board to request bids for a land survey for future ball park/ pool project. RCV: Ayes: Baack, Powell, Olson, & Swanson. Nays: None Abstain: None. Carried Moved Baack, seconded by Olson to accept the

Park report. RCV: Ayes: Baack, Powell, Olson, & Swanson. Nays: None Abstain: None. Carried

Maintenance Report: Attached and made a part hereof. Moved Baack, seconded by Olson to purchase another set of rims for skid steer and mount old tires for use in the summertime. RCV: Ayes: Baack, Powell, Olson, & Swanson. Nays: None Abstain: None. Carried Moved Baack, seconded by Powell to accept the Maintenance report. RCV: Ayes: Baack, Powell, Olson, & Swanson. Nays: None Abstain: None. Carried

Clerk Report: Attached and made a part hereof. Motion Powell, seconded by Olson for Village to participate in Operation Green Light for Veterans. RCV: Ayes: Baack, Powell, Olson, & Swanson. Nays:

None Abstain: None. Carried Motion Olson, seconded by Powell to accept Clerk report. RCV: Ayes: Baack, Powell, Olson, & Swanson. Nays: None Abstain: None. Carried Treasurer's Report: Attached and made a part hereof.

Keno Report: Attached and made a part hereof.

Motion Baack, seconded by Olson to adjourn at 8:20pm RCV: Ayes: Baack, Powell, Olson, & Swanson. Nays: None Abstain: None. Carried

Claims: Mid-American Research, supplies 190; Lincoln Winwater Works, supplies 779.11; Windstream, services 1024.91; Black Hills Energy, services 348.76; R. Maier, mileage 58.75; Trash Panda Refuse, services 30; C Fehlhafer, services 25; JR's Bobcat Service, services 1675; Hoffschneider Law, services 537.50; Iowa Pump Works, services 1964; Aqua-Chem, supplies 521.30; Advance Office Automation, supplies 54.04; NE Public Health, services 33; Kopchos, services 282; Centennial Market, supplies 652.25; J&R Heating, repairs 318; Utica Parts & Service, tires 1779, supplies 73.94; Norris Public Power, services 7567.48; TNT, meals 819; St Paul Lutheran, meals 1044; Seward Independent, services 70.16; Beaver

Hardware, supplies 272.28; ebay, supplies 731.49; Walmart, supplies 368.76; Amazon, supplies 106.36;

Metallum Custom Egress, repairs 825; Central Valley Ag, fuel 272.51; Seward County Sheriff, services

504; Eco Water system, services 60; Quadient Finance, postage 250; Verizon, services 165.70; Holiday Outdoor Décor, lights 5285.22; 34 Electric, services 150; Mierau, services 110; Wages 14856.35; Benefits

1905.43; employee taxes 2680.84.

Submitted by

Rita Maier

Clerk/Treasurer

Village of Utica Parks & Pool Board

Pool/Parks Meeting Regular Meeting

October 9th, 2022 @ Village Auditorium @ 6:30pm

Minutes

6:30pm Roll call

Autumn Walford- yes

Colette Stelling- yes

Desi Perry- yes

Megan Outhet-no

Tori Gierhan-yes

Diana Tomes-no

Stephine Cradick-no

Danae Soliz- yes

Kenna Kuchera- yes

Sharron Powell-yes

Approve Agenda-

Approve minutes from September 11th 2022- 1st Colette 2nd Tori Gierhan Public Comments- NONE

UNFINISHED BUSINESS:

Pool and Ball field revisions/discussion - picked out a plan to move forward with (see attachment) - vote was unanimous

NEW BUSINESS:

Kenna made a motion / Colette 1st and Autumn second:Plan for moving forward. We discussed and decided that the pool/park committee would move forward with the plan to try and get the ball fields and pool together. vote was unanimous

Fundraising and Grants were brought up. The next plan is to apply for a Grant that helps us with the planning part of the project.

Also to have Autumn and Sharron meet with Doug Cast about the questions we have regarding the land and show him the plan.

Colette made a motion Danae 2nd to have the land surveyed and will ask the village board if they are ok with this process moving forward in getting a bid to have a land survey.

Next meeting is November 20th @ 6:30pm at the Village auditorium meeting with the other committees. UBO,Utica Foundation and Parks committee to discuss the future of the project collaborating funds,people and ideas on how we need to get things moving forward.

Adjourn.9:00pm

November 7, 2022 Board Meeting Maintenance Report

* New Tires were installed on skid steer.
* Concrete work on streets will begin week of Nov. 7th
* Water service was replaced to The Bindery property where it was leaking under the street (2 nd & F st).
* Old ramp was removed at the library, and work on new concrete ramp is taking place.
* Windows at the library were sealed and painted.
* New toilets were installed at Fire Hall.
* Compost site haul out pile was taken out; we will work to haul out ash pile as well. The grass and leaves pile will be spread on the field when we are able.
* New lawn mower was delivered.
* New Christmas pole lights have arrived; we will be changing out brackets to fit the new lights.

-Iowa pump was out to do annual inspections of the lift station pumps. Everything was working properly.

* The East well was having high voltage issues and alarming out; I contacted Sargent Drilling and 34 Electric. They were able to adjust and get everything going again. - Sewer checks are taking place throughout the collection system.

-Monthly reports were filled out and turned in.

* Discuss renewal of NDEE community burn permit at compost site brush pile.
* Discuss water and sewer tap fees and who can do the work.

Action Items:

* Skid Steer

# CLERK'S REPORT

November 7, 2022

30 disconnect letters sent. 21 Owners & 9 renters.

10 Door hangers O disconnects

1. December 5 6:00pm open meeting
2. December 5 7:00pm organizational meeting
3. At the December meeting will discuss Centennial Market liquor license after publishing in paper.
4. NMPP ideas.
5. Operation green light

Utica Keno

September, 2022

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| Gross Sales | 100.00% | $4,109.15 |
| Prizes (Payouts) | 80.1606% | $3,293.92 |
| Operator Commission | 14.0000% | $575.28 |
| Add'l Amt. owed oper.... |  | $0.00 |
| City Share | 5.0485% | $207.45 |
| Uncollected Winnings  State+Uncoll.+City | o. 7909% | $32.50 |
| Total to city |  | $239.95 |
| To RESERVE FUND> | $0.00 |  |
| Amount avail in reserve... | $0.00 |  |
| Amt. prev owed oper.. | $0.00 |  |
| amt.paid back this month.. | $0.00 |  |
| Amt. now owed operator.... | $0.00 |  |

Cash Basis

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| --- | --- |
| Ordinary Income/Expense  Income  General Income |  |
| Compost Sales | 371.00 |
| Bank Interest | 994.22 |
| County Treasurer | 6,543.49 |
| Grants | 500.00 |
| Keno Proceeds | 239.95 |
| Miscellaneous Income | 16.00 |
| Sales Tax Collection Fee | 17.55 |
| Sales Tax revenue | 10,543.70 |
| Traffic Tickets | 75.00 |
| Zoning Permits  Auditorium Income | 1,115.00 |
| Rent | 650.00 |

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| --- | --- |
| Total General Income  Park Income | 21,065.91 |
| RV camp fee | 90.00 |

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| Total Park Income  Pool Income |  | 90.00 |
| County Treasurer-Bond | 1,807.67 |  |

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| Total Pool Income  Senior Center Income | 1,807.67 |
| Fundraising - donations | 4,633.68 |
| Interest Earned-CD | 19.19 |
| Meal Contributions | 1 ,493.oo |
| Rental fees | 100.00 |
| State/Federal | 1 ,500.oo |
| USDA reimbursement | 219.80 |

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| Total Senior Center Income  Sewer Income | 7,965.67 |
| Tap Fee-S | 100.00 |
| Late Fee | 120.00 |
| Sewer Sales | 7,864.00 |

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| Total Sewer Income  Water Income | 8,084.00 |
| Tap Fee-W | 400.00 |
| Late Fee | 120.00 |
| Start up | 20.00 |
| Water-Commercial | 1 ,273.22 |
| Water Sales | 19,494.47 |

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| Total Water Income  Streets Income | 21,307.69 |
| County Motor Vehicle tax | 2,074.07 |
| Sales Tax revenue | 10,932.01 |
| State Highway Allocation | 12,016.32 |

Total Auditorium Income 650.00

Total Streets Income 25,022.40

Total Income 85,343.34 Gross Profit 85,343.34

Expense

Special Expense

Cash Basis

ARPA Funds 16,780.47

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| Total Special Expense  General | 16,780.47 |
| Dues & Fees | 6,465.00 |
| Law Enforcement | 504.00 |
| Insurance Expense | 54,676.00 |
| Keno Tax | 503.00 |
| Office Supplies | 227.17 |
| Postage | 50.00 |
| Professional Services | 4,058.00 |
| Publishing I Printing | 535.40 |
| Utilities  Auditorium | 374.33 |
| Supplies | 417.39 |
| Utilities | 43.00 |

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| Total Auditorium  Library |  | 460.39 |
| Repairs & Maintenance | 2,100.00 |  |
| Utilities | 103.48 |  |

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| Total Library  Senior Center-City paid | 2,203.48 |
| Payroll | 1,012.77 |
| Payroll taxes | 579.48 |
| Profession Services | 98.00 |
| Repairs & Malnt. | 7,051.94 |
| Utilities | 324.84 |

Total Senior Center-City paid 9,067.03

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| Total General  Payroll | 79,123.80 |
| Employee Benefits | 1,985.63 |
| Payroll Taxes | 4,471.02 |
| Payroll Wages | 13,728.14 |

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| Total Payroll  City Fire Dept | 20,184.79 |
| Professional Services | 48.00 |
| Repairs & Maintenance | 317.96 |
| Utilities | 596.87 |

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| Total City Fire Dept  Rural Fire District |  | 962.83 |
| Fuel | 433.73 |  |
| Repair and Maintenance | 0.00 |  |

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| Total Rural Fire District  Park |  | 433.73 |
| Professional Services | 48.00 |  |
| Supplies | 451.50 |  |
| Utilities | 431.00 |  |

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| Total Park  Pool |  | 930.50 |
| Supplies | 0.00 |  |
| Repairs & Maintenance | 236.00 |  |
| Utilities | 73.58 |  |

Total Pool 309.58

Cash Basis

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| --- | --- |
| Activities | 156.57 |
| General Supplies/Printing Meals purchased | 93.14 |
| Payroll Wages | 2,271.00 |
| Payroll Tax | 115.44 |
| Supplies/Kitchen | 0.00 |
| Raw Food | 162.53 |
| Repairs and maintanance | 81.49  0.00 |

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| Total Senior Center  Sewer Dept | 2,880.17 |
| Chemicals | 809.50 |
| LP Bulk-propane | 514.60 |
| Postage | 100.00 |
| Professional Services | 180.21 |
| Repairs and Maintenance | 266.49 |
| Utilities | 283.67 |
| Vac-con truck loan | 23,839.66 |

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| Total Street Dept  Water Dept | 3,768.98 |
| Postage | 100.00 |
| Professional Services | 714.00 |
| Supplies & parts | 976.52 |
| Utilities | 2,169.13 |

Senior Center

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| --- | --- |
| Total Sewer Dept  Street Dept | 25,994.13 |
| Automobile Expense | 73.94 |
| Equipment repair Fuel | 0.00 |
| Office Supplies | 170.99  10.99 |
| Professional Services | 48.00 |
| Small Tools | 1 ,284.69 |
| Supplies & Parts | 728.37 |
| Uniform-Dylan | 41.67 |
| Uniform-Rick | 0.00 |
| Utilities | 1.410.33 |

Total Water Dept 3,959.65

Total Expense

155,328.63

Net Ordinary Income

-69,985.29

Net Income

-69,985.29