

Utica Nebraska

Village Board of Trustees

May 2, 2022 Regular Meeting

The Village Board of Trustees met in regular session on May 2, 2022 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, Daehling, Baack, Powell and Micek.

The Pledge of Allegiance was recited.

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

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

Motion Baack, second Powell to accept minutes of the April 4, 2022 regular meeting. RCV: Ayes: Baack, Powell, Daehling, Micek & Swanson. Nays: None Abstain: none. Passed.

Public Comments: Joshua Ramsey who is running for Legislative District 24 introduced himself.

Old Business:

1) Chicken Ordinance. No residents were present to further their cause. Motion Baack, seconded by Daehling to leave the ordinance as is, as pertaining to chickens. RCV: Ayes: Baack, Powell, Daehling, & Swanson. Nays: Micek Abstain: none. Passed.

New Business:

- 1) Liz Cody, SENDD presented feedback from Mackenzie Waldron as to reasons our grant application was not selected for funding. Don Olson commented that if we wanted to be competitive on future grants for the ballpark concession stand and the park shelter, we would need Engineer plans. Motion Baack, seconded by Daehling that Don should go ahead with getting more Engineering bids on both projects.
- 2) Autumn Walford reported that to do plans for the ballfields and where the concession stand should be built, that an ARC survey needs to be done. The cost was estimated between \$5000-\$10,000. The UBO would pay \$1000 and Parks Board would pay \$1000. She asked if the Village could pay the rest? The board asked for more information and a more exact cost. No action taken.
- 3) Preston Stuhr came on behalf of UBO asking approval of a Special Designated License for liquor for a street dance fundraiser during Heritage Days. Motion Baack, seconded by Powell to approve application for a SDL. RCV: Ayes: Baack, Powell, Daehling, Micek & Swanson. Nays: None Abstain: none. Passed. Motion Powell, seconded by Baack to allow 1st street to be blocked off for street dance. It would be the west half of block between D and E. RCV: Ayes: Baack, Powell, Daehling, Micek & Swanson. Nays: None Abstain: none. Passed.
- 4) Motion Baack, seconded by Powell to allow helicopter landing east of tennis courts during Heritage Days. RCV: Ayes: Baack, Powell, Daehling, Micek & Swanson. Nays: None Abstain: none. Passed.

- 5) Motion Micek, seconded by Daehling to not accept Heyen offer and to leave lien as is. RCV: Ayes: Baack, Powell, Daehling, Micek & Swanson. Nays: None Abstain: none. Passed.
- 6) Motion Baack, seconded by Powell to sign engagement letter from attorney Kelly Hoffschnieder. RCV: Ayes: Baack, Powell, Daehling, Micek & Swanson. Nays: None Abstain: none. Passed.
- 7) Motion Powell, seconded by Baack to sign engagement letter with AMGL P.C. accounting to do our audit. RCV: Ayes: Baack, Powell, Daehling, Micek & Swanson. Nays: None Abstain: none. Passed.

Fire Dept. Report Curt Deremer reported on calls, working on budget, cadet program and that rescue squad builds are taking 18 month from order to completion. Motion Baack, seconded by Powell to accept the Fire Dept. report. RCV: Ayes: Baack, Powell, Daehling, Micek & Swanson. Nays: None Abstain: none. Passed.

Sheriff Report: Was examined by the board. Motion Daehling, seconded by Baack to accept the Sheriff report. RCV: Ayes: Baack, Powell, Daehling, Micek & Swanson. Nays: None Abstain: none. Passed.

Zoning Inspector Report: He approved 200 Montana Circle permit. Motion Powell, seconded by Daehling to application for Trailer Park expansion to the Board of Adjustment. RCV: Ayes: Baack, Powell, Daehling, Micek & Swanson. Nays: None Abstain: none. Passed. Motion Powell, seconded by Daehling to accept the Zoning report.

Chair Report: He reports that the FFA will arrange our planters and trees are ordered for the park. Motion Baack, seconded by Daehling to send a letter to a nuisance property on Centennial Ave. RCV: Ayes: Baack, Daehling, Micek & Swanson. Nays: None Abstain: Powell. Passed. Motion Powell, seconded by Baack to purchase Parcel 800100263 by ballfields for \$7500. RCV: Ayes: Baack, Powell, Daehling, Micek & Swanson. Nays: None Abstain: none. Passed. Motion Baack, seconded by Powell to accept the Chair report. RCV: Ayes: Baack, Powell, Daehling, Micek & Swanson. Nays: None Abstain: none. Passed.

Park Report: Attached and made a part hereof. Motion Baack, seconded by Powell to put the Park's Gmail address on the Village's website. RCV: Ayes: Baack, Powell, Daehling, Micek & Swanson. Nays: None Abstain: none. Passed. Motion Baack, seconded by Daehling to accept the Park report. RCV: Ayes: Baack, Powell, Daehling, Micek & Swanson. Nays: None Abstain: none. Passed.

Maintenance Report: Attached and made a part hereof. Discussed curb stop on Cradick property. No action taken. Motion Baack, seconded by Powell to order manhole riser ring. RCV: Ayes: Baack, Powell, Daehling, Micek & Swanson. Nays: None Abstain: none. Passed. Motion Baack, seconded by Daehling to accept the Maintenance report. RCV: Ayes: Baack, Powell, Daehling, Micek & Swanson. Nays: None Abstain: none. Passed.

Clerk Report: Attached and made a part hereof. Discussed Park Board using Debit Card to purchase concession snacks. Trustees suggest checking locally and charging items. Motion Powell, seconded by Daehling to approve the fireworks stand. RCV: Ayes: Baack, Powell, Daehling, Micek & Swanson. Nays: None Abstain: none. Passed. Motion Powell, seconded by Baack to send dog license letters to those who haven't renewed this year yet. RCV: Ayes: Baack, Powell, Daehling, Micek & Swanson. Nays: None Abstain: none. Passed. Motion Powell, seconded by Baack to accept the Clerk report.

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

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

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

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

Motion Daehling, seconded by Powell to adjourn at 9:35 pm. RCV: Ayes: Baack, Powell, Daehling, Micek & Swanson. Nays: None Abstain: none. Passed.

Claims: Quadient Finance, postage 500; M. Mullally, services 60; Windstream, services 973.60; Norris Public Power, services 4706.47; T. Carlson, refund 19.03; Junge Repair, services 483.85; Johnson Service, services 1775; Nebraska Municipal Power, services 797; Sandry Fire Supply, equipment 30,457; League Assoc. of Risk Management, services 591.21; Nebraska Public Health, services 450; NFS Fire Shop, repairs 579.84; Trash Panda Refuse, services 30; Pac N Save, supplies 99.02; St Paul Lutheran, meals 1681.68; TNT, meals 208; Centennial Public School, fees 200; Central Valley Ag, fuel 1605.15; Lincoln Winwater Works, repairs 261.16; Cordova Customs, services 230; Black Hills Energy, services 751.81; Beaver Hardware, supplies 240.55; Seward Independent, services 37.44; Advanced Office Automation, services 16.60; Orscheln, supplies 77.45; The Lifeguard Store, supplies 311.61; HomeDepot, supplies 286.93; Menard's, repairs 919.68; Walmart, supplies 340.61; Dollar General, supplies 4; USPS, postage 1.56; John Deere, repairs 141.34; Mierau & Co, services 100; Kopchos, services 177; Great Plains Pest, services 220; Jackson Services, services 51.29; Verizon, services 153.52; Seward Sheriff, services 517.80; AED Authority, services 195; Mid-American Research, supplies 1098.75; First Bank, fees 20; Utica Parts & Service, repairs 9.72; wages, 13226.51; benefits 2722.65; payroll taxes, 3162.35.

April 11,2022

Utica Parks & Pool Board Meeting/ OPEN TO PUBLIC MEETING - Seward Co Gives Event

The Utica Parks & Pool Board met on April 11,2022 at the Village of Utica Auditorium . In attendance were Desi Perry, Colette Stelling,Tori Gierhan, Danae Soliz, Autumn Walford, Megan Outhet, Kenna Kucera and Village Board member Sharon Powell. Also present was Diana Tomes, Stephanie Cradick (advisory volunteer).

Meeting was called by Autumn Walford after the Public meeting @ 8:50pm

Approval of minutes from previous meeting March 2022, Autumn made motion, Colette Second, All Ayes

Old Business:

1. Play it Forward all supplies were picked up at all locations.- Was completed
2. Utica "Unfundraier flyers" went out to all 68456 zip code -Look into rural route why some people didn't receive this mailing. (Nancy Ritchers, Alyson Krohe)
3. Life guards wages/ First aid and CPR class and positions where approved thru the village board. The Park Committee revisited all the wages and positions for this upcoming year passed 3-2 votes.

New Business:

1. OPEN TO PUBLIC MEETING (6:30-7:45pm)-25-30 people from the public attend
 - a. North/ Tower park presented
 - b. Baseball field / Park presented
 - c. Pool/Park presented
 - Notes were taken down from each presentation and the committee will review the comments and consider them in their final plans moving forward.
2. Seward County Gives Rep came to talk about this event and how it will benefit all of the Utica projects that applied. This event takes place May 1-5.
3. Committee decided to make a parks/pool "gmail" email account so the public can reach out to us anytime. The Pool/park Committee will maintain answering all the emails that come through this account. - Tori and Kenna will set this up
4. Get ½ page information to be put in the Centenaill semi annual mailing. Where we decided to put information on our projects and set up a new survey to allow more people to get feedback from. Ranking our projects to allow us to know what the community wants to move forward with first. QR code will be made and also a link to our survey will be posted in this mailing. We will also take that information and post to

the Utica Pool/Park facebook page. We will also make flyers with the same information and post them at the post office, store, bank and the Bronco Spur to allow those without social media to be involved. - Tori will get the information sent to the school (Nancy Ritchers) .

- a. Each committee is incharge of sending their ranking questions to Kenna to allow her to put the survey together.
5. Letters will be sent out to all the Managers and lifeguards will be sent out with their positions and their wage for the year. The letter of acceptance will be due by April 29th, 2022.
6. Colette made a motion and Autumn second- Traning lifeguards, village maintenance and such will need to be coordinated. We voted that Dene Soliz will be incharge of making all the decisions on life guards training schedule and making sure village maintenance is involved to make sure this all gets done before the upcoming swim season. – all ayes
7. Motion was made for the Baseball park committee to reach out to the architect that helped put the plan together to see what it would cost to have him come to Utica. The park/pool committee would like to go to the UBO board and ask if they would consider splitting the cost of this to happen.-- all ayes

8. Meeting Adjourned at 9:50pm

NEXT MEETING SCHEDULED FOR May 9th at 6:30pm

May 2, 2022 Board Meeting Maintenance Report

- Pool cleaning and prep work has begun; we will continue to work toward opening day.
- Park restrooms were de winterized and prepped for opening, we made any necessary repairs.
- Mowing has started. We will work on weed control/ spraying
- We are optimistic the work will begin soon on water tower painting project. Trial run of HSP pumps was conducted.
- Street sweeping is taking place and will continue.
- Sewer checks taking place throughout the collection system.
- Discuss meeting with Engineer.
- Discuss residents request to move water service.
- Work was done at ballfields to remedy issues with infield.
- Monthly reports were filled out and turned in.
- Pool operator training w/ Aqua chem is scheduled for May 24th

Action Items:

- Sewer Jetter nozzles
- Manhole riser

CLERK'S REPORT

5/2/2022

15 disconnect letters sent. 8 Owners & 7 renters.
6 Door hangers 0 disconnects

- 1) Clerk school was a good experience.
- 2) Park-Pool use Debit card for concession purchases.
- 3) Discovered Zito was not paying us rent since 2019.
- 4) Joann Reetz will have fireworks stand again this year.
- 5) Missed Audit deadline of March 30. Set for May 11.
- 6) May 17 meeting with Kelly Hoffschneider
- 7) Monthly village checks for unlicensed cars and nuisance properties
- 8) Dog licenses: 17 licenses from last year, but not this year. Send a letter.
- 9) Concerns

Village of Utica
 Profit & Loss
 April 2022

	<u>Apr 22</u>
Ordinary Income/Expense	
Income	
General Income	
Compost Sales	368.00
Bank Interest	439.05
County Treasurer	14,214.89
Franchise payments	66.50
Keno Proceeds	363.06
Licenses- Liquor, tobacco & dog	225.00
Miscellaneous Income	6.55
Sales Tax Collection Fee	18.07
Sales Tax revenue	10,843.47
TIF pass through	218.64
Zoning Permits	345.00
Auditorium Income	
Rent	75.00
Total Auditorium Income	<u>75.00</u>
Total General Income	27,183.23
Park Income	
Fund raiser	
Donation	130.00
RV camp fee	1,364.90
	<u>300.00</u>
Total Park Income	1,794.90
Pool Income	
County Treasurer-Bond	3,457.23
Total Pool Income	<u>3,457.23</u>
Senior Center Income	
Meal Contributions	1,123.00
Meals on Wheels	231.44
Memorials	25.00
Rental fees	200.00
USDA reimbursement	207.20
	<u>207.20</u>
Total Senior Center Income	1,786.64
Sewer Income	
Late Fee	130.00
Sewer Sales	7,824.00
	<u>7,824.00</u>
Total Sewer Income	7,954.00
Water Income	
Late Fee	130.00
Shut off	20.00
Water Bulk	40.00
Water-Commercial	1,181.52
Water Sales	15,427.23
	<u>15,427.23</u>
Total Water Income	16,798.75
Streets Income	
State Highway Allocation	10,775.14
Total Streets Income	<u>10,775.14</u>
Total Income	<u>69,749.89</u>
Gross Profit	69,749.89
Expense	
General	
Dues & Fees	270.00
Law Enforcement	517.80

Village of Utica
Profit & Loss
 April 2022

	<u>Apr 22</u>
Bank & CC fees	29.00
Education	464.75
Office Supplies	196.35
Postage	50.00
Professional Services	323.45
Publishing / Printing	115.46
Rent - <i>computer site</i>	1,200.00
Return check for NSF	62.27
TIF pass-through	218.64
Utilities	301.78
Work by Others	2,000.00
Auditorium	
Supplies	20.88
Utilities	164.04
Total Auditorium	<u>184.92</u>
Library	
Utilities	168.54
Total Library	<u>168.54</u>
Senior Center-City paid	
Payroll	986.02
Payroll taxes	403.78
Profession Services	98.00
Utilities	432.04
Total Senior Center-City paid	<u>1,919.84</u>
Total General	<u>8,022.80</u>
Payroll	
Employee Benefits	3,333.85
Payroll Taxes	4,903.68
Payroll Wages	12,240.49
Total Payroll	<u>20,478.02</u>
City Fire Dept	
Dues	500.00
Professional Services	33.00
Repairs & Maintenance	1,528.00
Utilities	796.33
Total City Fire Dept	<u>2,857.33</u>
Rural Fire District	
Fuel	470.22
Repair and Maintenance	9.72
Total Rural Fire District	<u>479.94</u>
Park	
Professional Services	283.00
Signage	114.90
Supplies	95.80
Utilities	226.00
Total Park	<u>719.70</u>
Pool	
Supplies	2,633.95
Repairs & Maintenance	139.50
Utilities	71.48
Total Pool	<u>2,844.93</u>
Senior Center	
General Supplies/Printing	98.19

Village of Utica
Profit & Loss
April 2022

	Apr 22
Meals purchased	
Payroll Wages	2,145.00
Payroll Tax	141.42
Postage	23.42
Supplies/Kitchen	1.56
Raw Food	33.55
Repairs and maintainance	28.60
	0.00
Total Senior Center	2,471.74
Sewer Dept	
Chemicals	
Postage	1,594.00
Professional Services <i>1/2 G works</i>	100.00
Utilities	3,000.00
	307.62
Total Sewer Dept	5,001.62
Street Dept	
Automobile Expense	0.00
Equipment repair	0.00
Fuel	300.00
Professional Services	53.84
Street signs/markings	82.84
Supplies & Parts	210.82
Uniform-Rick	0.00
Utilities	1,714.62
Total Street Dept	2,362.12
Water Dept	
Chemicals	262.20
Postage	100.00
Professional Services <i>- 1/2 G works</i>	3,066.00
Supplies & parts	152.36
Travel-Mileage	54.99
Utilities	2,730.27
Work done by others <i>Sargent Drilling</i>	13,477.18
Total Water Dept	19,843.00
Total Expense	65,081.20
Net Ordinary Income	4,668.69
Net Income	4,668.69

Utica Keno
March, 2022

Gross Sales	<u>100.00%</u>	<u>\$11,860.10</u>
Prizes (Payouts)	<u>82.9388%</u>	<u>\$9,836.63</u>
Operator Commission	<u>14.0000%</u>	<u>\$1,660.41</u>
Add'l Amt. owed oper....		\$0.00
City Share	<u>3.0612%</u>	<u>\$363.06</u>
Uncollected Winnings	<u>0.0000%</u>	<u>\$0.00</u>
State+Uncoll.+City Total to city		<u>\$363.06</u>
To RESERVE FUND>	<u>\$0.00</u>	
Amount avail in reserve...	\$0.00	
Amt. prev owed oper..	\$0.00	
amt.paid back this month...	<u>\$0.00</u>	
Amt. now owed operator....	\$0.00	