

Utica Nebraska

Village Board of Trustees

February 7, 2022 Regular Meeting

The Village Board of Trustees met in regular session on February 7, 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, 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 Micek second Baack. RCV: Ayes: Baack, Powell, Micek & Swanson. Nays: None Abstain: none. Passed.

Motion Baack, second Powell to accept minutes of the January 3, 2022 regular meeting. RCV: Ayes: Baack, Powell, Micek & Swanson. Nays: None Abstain: none. Passed.

Public Comments: None

Old Business: None

The board received an application from Brent Daehling to fill the trustee vacancy of Greg Ohlsen. Motion Powell, seconded by Baack to accept the application. Daehling was asked if he is a registered voter living in the city limits of Utica, NE. He answered that he is. Motion Baack, seconded by Micek to appoint Brent Daehling to the board of trustees for the rest of Ohlsen's term. RCV: Ayes: Baack, Powell, Micek & Swanson. Nays: None Abstain: none. Passed. Oath of office was taken by Daehling and he signed the roll call and joined the board.

New Business:

- 1) Jim Avery told the board that the ditch from his place towards the lagoon is silted in. It was last cleaned out by the county about 2009. Swanson to talk to county about cleaning it out again.
- 2) Motion Baack, seconded by Powell to approve the Special Designated License for St. Patrick's fish fry March 25, 2022. RCV: Ayes: Baack, Powell, Micek, Daehling & Swanson. Nays: None Abstain: none. Passed.
- 3) Motion Baack, seconded by Micek to approve Ordinance No 779, to accept the 2021 Nebraska Basic Code of Ordinances. RCV: Ayes: Baack, Powell, Micek, Daehling & Swanson. Nays: None Abstain: none. Passed.
- 4) Motion Baack, seconded by Micek to approve Natalie Wiemer as the corporate manager for Bronco Spur with the Nebraska Liquor Control Commission. RCV: Ayes: Baack, Powell, Micek, Daehling & Swanson. Nays: None Abstain: none. Passed.
- 5) Discussion of Annual Audit: Mierau will not be able to do our annual audit this year. Board looked at 3 possible firms to do the audit. Motion Powell, seconded by Baack to go with AMGL

to do our audit for this year and if necessary to sign a 3-year agreement. RCV: Ayes: Baack, Powell, Micek, Daehling & Swanson. Nays: None Abstain: none. Passed.

- 6) Powell told the board about Seward County Give Day May 1-5. Any non-profit group or government entity planning a project for the good of the community may apply by March 1 to receive matching funds.
- 7) Board discussed Park Shelter and Ball Park concession grant and funds needed. Motion Baack, seconded by Daehling to use \$50,000 from Keno, \$10,000 from Betterment and \$15,000 from LB840 for building. Betterment and LB840 monies need to be paid back. RCV: Ayes: Baack, Powell, Micek, Daehling & Swanson. Nays: None Abstain: none. Passed.
Motion Baack, seconded by Powell to allow Swanson or Rita Maier permission to produce and forward any documents needed to proceed with the grant. RCV: Ayes: Baack, Powell, Micek, Daehling & Swanson. Nays: None Abstain: none. Passed. Board decided to create a concession stand committee. Members to be Jim Avery, Don Olson, Jim Swanson and 2 UBO members.
- 8) Motion Baack, seconded by Powell to sign new letter of intent and verification of funds. RCV: Ayes: Baack, Powell, Micek, Daehling & Swanson. Nays: None Abstain: none. Passed.
- 9) Swanson advised board he would work on regulations for Solar, Wind, short term rentals, container homes, shouses, and cat regulations.

Fire Dept. Report Curt Deremer reported that the fire department sent several people to EMS training, CPR recertification is coming up and they are working on getting burn permit for nursing home.

Motion Baack, seconded by Micek to accept the Fire Dept. report. RCV: Ayes: Baack, Powell, Micek, Daehling & Swanson. Nays: None Abstain: none. Passed. Motion Powell, seconded by Baack to accept all new firefighters. RCV: Ayes: Baack, Powell, Micek, Daehling & Swanson. Nays: None Abstain: none. Passed.

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

Zoning Inspector Report: Reports that he received a curb cut request and there are a few projects being worked on without a permit. Motion Powell, seconded by Daehling to accept the report. RCV: Ayes: Baack, Powell, Micek, Daehling & Swanson. Nays: None Abstain: none. Passed.

Chair Report: Senior Center has ordered their sign and hand delivered a partial check. Motion Baack, seconded by Powell to accept the report RCV: Ayes: Baack, Powell, Micek, Daehling & Swanson. Nays: None Abstain: none. Passed.

Park Report: Attached and made a part hereof. Motion Micek, seconded by Baack to advertise for lifeguards in paper. RCV: Ayes: Baack, Powell, Micek, Daehling & Swanson. Nays: None Abstain: none. Passed. Motion Micek, seconded by Baack to purchase speakers & a booster for the pool. RCV: Ayes: Baack, Powell, Micek, Daehling & Swanson. Nays: None Abstain: none. Passed. Motion Powell, seconded by Baack for the Park Board to hold a Town Hall meeting April 11 at the auditorium. RCV: Ayes: Baack, Powell, Micek, Daehling & Swanson. Nays: None Abstain: none. Passed. Motion Baack, seconded by Daehling to approve same hiring bonus for lifeguards as last year. RCV: Ayes: Baack, Powell, Micek, Daehling & Swanson. Nays: None Abstain: none. Passed. Motion Baack, seconded by

Micek to accept the Park report. RCV: Ayes: Baack, Powell, Micek, Daehling & Swanson. Nays: None Abstain: none. Passed.

Maintenance Report: Attached and made a part hereof. Motion Powell, seconded by Baack to send Dylan & Rick to the free wastewater training in Ashland. RCV: Ayes: Baack, Powell, Micek, Daehling & Swanson. Nays: None Abstain: none. Passed. Motion Micek, seconded by Powell to replace 8 holiday pole decorations. RCV: Ayes: Baack, Powell, Micek, Daehling & Swanson. Nays: None Abstain: none. Passed. Motion Baack, seconded by Powell to accept the Maintenance report. RCV: Ayes: Baack, Powell, Micek, Daehling & Swanson. Nays: None Abstain: none. Passed.

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

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

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

Claims were reviewed. Motion Powell second Baack to approve all claims.

Motion Baack, seconded by Powell to adjourn at 9:27

Claims Jackson Services, services 51.29; Great Plains Pest, services 220; Advanced Office Automation, services 17; Trash Panda Refuse, services 30; Seward County Sheriff 517.80, Pac N Save, supplies 55.64; Cordova Customs, sign 185; St Paul Lutheran, meals 1435.50, Verizon, services 153.57; CNA Surety, dues 100; Seward Independent, services 37.33; Mierau, services 100; John Deere Financial, supplies 773.63; J. Schriener, services 96; TNT, meals 198; Utica Parts & Service, services 2056.71; Kopchos, services 177; Shaffer Communications, services 586.25; American Legal Publishing, publishing 50; Breeza Industrial, repairs 300; Midwest Auto Parts, repairs 92.49; Olsson, services 77; NE Public Health, services 49; USPS, postage 3.75; Northshore Door, parts 60.78, University of NE, education 82.20; Seward County Clerk, fees 30; Norris Public Power, services 4203.37; Wages 18730.86, Benefits 1947.69; taxes 5436.18.

January 24, 2022

Utica Parks & Pool Board Meeting

The Utica Parks & Pool Board met on January 24, 2022, at the Utica Auditorium. In attendance were Desi Perry, Colette Stelling, Danae Soliz, Autumn Walford, Kenna Kucera, Tori Gierhan and Village Board member Sharon Powell. Also present was Diana Tome as an advisory volunteer.

Meeting was called by Autumn Walford @ 6:40

Old Business:

1. Information on funds raised to date from the Un-fundraiser conducted by board is \$630.00. This was just from the village residence. Colette is getting rural route village members mailings out now.
2. Update on Play it forward fundraiser. Totes with flyers for collection of equipment have been placed at Pac & Save, Utica, Beaver Hardware, Signature Salon, Waco, A. Walford Studio, Gresham until February 28th.

New Business:

3. Autumn thanked and welcomed new members Kenna, Tori, and Diana to the board
4. Autumn read and reviewed the Village ordinance and responsibilities of the park and pool board
5. Discussion held to set meeting dates for the 2nd Monday of each month at 6:30 in the auditorium unless adjusted due to holiday by the Parks and Pool board. Scheduled dates on the Village calendar are Feb. 21 @ **St. Paul's fellowship hall**, March 14th, April 11, May 9th at the auditorium
6. Autumn made a motion to appoint Colette Stelling as Utica Parks & Pool Board Secretary responsible for taking minutes of meetings, emailing those to each member and advisor as well as filing with the Village Clerk by the last Wednesday of the month. Accepted by Colette, Second by Kenna, All ayes.
7. Discussed terms of new members and Desi Perry. Autumn, Colette, and Desi term expires December 2022. Danae, Tori, Megan, Kenna term expires December 2023
8. Discussion of a date for Play It Forward Sale Fundraiser. All will push flyer to their social media. Autumn made a motion to set the date for March 27th from 10am to 1pm in auditorium. Set up will be Saturday 26th at 3pm Colette second, All ayes
9. Discussion was held about the holding a Village Public Meeting to gain input from the community as to what project they wish us to pursue and plan first. Autumn spoke to the need of having the community be involved in what their parks contain, and the boards need to hear from them, their wants and needs. Sharon will ask Village Board permission to have meeting and if Chairman Swanson can attend on April 11, 2022, @ 7pm in the Village Auditorium. The Park and Pool Board will meet briefly before this at 6pm.
10. Discussion was had about sending a Survey Monkey survey out to acquire input from community. Board members committed to emailing Autumn survey questions they feel would be important by January 31st. Autumn will gather and send these to Sharon to produce survey and push out through Village social media on February 7th through 18th. Then Sharon will send

the results to each member to review for discussion in February meeting. Tori will create a business Facebook page for the Parks & Pool Board. She explained that this would be the easiest way to reach our community when sharing or obtaining information to and from them. The survey will be shared there as well.

11. Danae will create letters to be mailed out to last years pool manager inviting her to return for the 2022 season and letters for the guards inviting them to apply for the 2022 season. Rita will post add in paper that we are accepting applications and deadline for applying is February 28th
12. Sharon will ask Village Board to approve providing \$45.00 to purchase 1 suit (tax and shipping) and a whistle as they did last year and ½ the cost of any certification or recertification fee. ¼ at beginning of season and ¼ at the end of the season
13. Discussed providing pool with a Bluetooth speaker system requested by last year's staff. Autumn made a motion to ask the Village Board to approve the purchase of a set of speakers and long-range blue tooth transmitter for the cost of 192.68. Colette second. All ayes.
14. The question was raised as to what funds were in the budget for the parks and pool.

Sinking Fund from prior year	\$14,204.71
Remaining funds from pool lift chair	\$ 2,368.46
Budgeted 2022	\$10,000.00
Total Availability	\$26,573.17
15. Sharon Powell shared information regarding the Seward Co. Shares Program and how the funds have no expiration date of use if they are used for parks/pool/community improvement. Autumn will go online and apply.
16. Autumn motioned to adjourn 9pm Colette second. All ayes

February 7, 2022 Board Meeting Maintenance Report

- Cummins Central power will be out to do a site visit and give a bid for generator.
- Spoke with Brandon at Viking industrial Painting, they will work on a proof and get it sent over to us for final water tower design approval.
- Dylan attended pesticide recertification program, new license will be mailed out.
- New sign for shop is done, will install soon.
- Update on HSP at water treatment plant.
- 08 Chevy pickup was repaired/serviced and new tires were installed.
- Our automation Engineer is Leaving Olssons, so we will be working with someone new on our SCADA systems in the future.
- Sewer checks taking place throughout the collection system.
- Monthly reports were filled out and turned in.
- 4th quarter 2021 DMRS were filled out and sent in.

Action Items:

- Permission to attend FREE wastewater training course in Ashland on 2/16/22.
- Holiday Decor

CLERK'S REPORT

25 disconnect letters sent. 20 Owners & 5 renters.
7 Door hangers 0 disconnects.

- 1) Roaming cats still a problem.
- 2) Citation
- 3) Concerns

Village of Utica
Profit & Loss
 January 2022

	Jan 22
Keno Tax	676.32
Licenses	64.66
Miscellaneous Expense	0.00
Postage	53.75
Professional Services	463.00
Publishing / Printing	35.18
Utilities	335.84
Auditorium	
Supplies	17.51
Utilities	101.89
	119.40
Total Auditorium	119.40
Library	
Utilities	138.00
	138.00
Total Library	138.00
Senior Center-City paid	
Payroll taxes	0.00
Profession Services	98.00
Utilities	458.00
	556.00
Total Senior Center-City paid	556.00
Total General	2,998.95
Payroll	
Employee Benefits	1,445.89
Payroll Taxes	4,103.05
Payroll Wages	12,076.13
	17,625.07
Total Payroll	17,625.07
City Fire Dept	
Professional Services	33.00
Repairs & Maintenance	70.00
Utilities	686.74
	789.74
Total City Fire Dept	789.74
Rural Fire District	
Fuel	264.15
Repair and Maintenance	385.12
	649.27
Total Rural Fire District	649.27
Park	
Professional Services	33.00
Utilities	233.00
	266.00
Total Park	266.00
Pool	
Utilities	66.36
	66.36
Total Pool	66.36
Senior Center	
Meals purchased	1,633.50
Miscellaneous	4,250.00
Payroll Wages	106.78
Payroll Tax	17.70
Supplies/Printing	33.51
Raw Food	35.54
	6,077.03
Total Senior Center	6,077.03
Sewer Dept	
Chemicals	1,884.50
Postage	100.00

Village of Utica
Profit & Loss
 January 2022

	<u>Jan 22</u>
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Licenses	64.66
Miscellaneous Expense	0.00
Postage	53.75
Professional Services	463.00
Publishing / Printing	35.18
Utilities	335.84
Auditorium	
Supplies	17.51
Utilities	101.89
Total Auditorium	<u>119.40</u>
Library	
Utilities	138.00
Total Library	<u>138.00</u>
Senior Center-City paid	
Payroll taxes	0.00
Profession Services	98.00
Utilities	458.00
Total Senior Center-City paid	<u>556.00</u>
Total General	2,998.95
Payroll	
Employee Benefits	1,445.89
Payroll Taxes	4,103.05
Payroll Wages	12,076.13
Total Payroll	<u>17,625.07</u>
City Fire Dept	
Professional Services	33.00
Repairs & Maintenance	70.00
Utilities	686.74
Total City Fire Dept	<u>789.74</u>
Rural Fire District	
Fuel	264.15
Repair and Maintenance	385.12
Total Rural Fire District	<u>649.27</u>
Park	
Professional Services	33.00
Utilities	233.00
Total Park	<u>266.00</u>
Pool	
Utilities	66.36
Total Pool	<u>66.36</u>
Senior Center	
Meals purchased	1,633.50
Miscellaneous	4,250.00
Payroll Wages	106.78
Payroll Tax	17.70
Supplies/Printing	33.51
Raw Food	35.54
Total Senior Center	<u>6,077.03</u>
Sewer Dept	
Chemicals	1,884.50
Postage	100.00

Village of Utica
Profit & Loss
January 2022

	<u>Jan 22</u>
Utilities	293.16
Total Sewer Dept	<u>2,277.66</u>
Street Dept	
Fuel	289.00
Office Supplies	13.99
Professional Services	1,325.21
Repairs and Maintenance	442.25
Small Tools	60.78
Utilities	1,782.30
Total Street Dept	<u>3,913.53</u>
Water Dept	
Education & Licenses	232.20
Postage	100.00
Professional Services	82.00
Repairs - Maint.	42.80
Supplies & parts	667.43
Utilities	2,215.35
Total Water Dept	<u>3,339.78</u>
Total Expense	<u>38,003.39</u>
Net Ordinary Income	<u>50,278.68</u>
Net Income	<u><u>50,278.68</u></u>

Utica Keno
December, 2021

Gross Sales	<u>100.00%</u>	<u>\$13,556.75</u>
Prizes (Payouts)	<u>76.0453%</u>	<u>\$10,309.27</u>
Operator Commission	<u>14.0000%</u>	<u>\$1,897.95</u>
<u>Add'l Amt. owed oper....</u>		\$0.00
City Share	<u>9.9547%</u>	<u>\$1,349.54</u>
Uncollected Winnings	<u>0.0000%</u>	<u>\$0.00</u>
State+Uncoll.+City Total to city		<u>\$1,349.54</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....	<u>\$0.00</u>	