

Utica Nebraska

Village Board of Trustees

June 12, 2023 Regular Meeting

The Village Board of Trustees met in regular session on June 12, 2023 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.

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

Moved Powell, seconded by Ramsey to move AMGL, 1 & 6 hearing and Viking to commence after Public Comments. RCV: Ayes Powell, Ramsey, Micek & Swanson. Nays: None Abstain: none. Carried.

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

Public Comments: Bronson Chulata, 340 8th Street commented on letter received by trailer park residents.

Fire Dept. Report Powell reported resignation of Melissa Juarez and the Foundation's Tie One On proceeds will be given towards the new rescue squad. Motion Powell, seconded by Micek to accept resignation of Melissa Juarez. RCV: Ayes Powell, Ramsey, Micek & Swanson. Nays: None Abstain: none. Carried.

Sheriff Report: Was examined by the board.

Zoning Inspector Report: Reports permits approved Rodine, Swanson, Kmoch, Naber, Kucera, Bruce, Koski, Bremer, Wiemer, Baack, and Fox.

Chair Report: Discussed properties that need letters sent to owners about buildings and yards.

Park Report: Powell reported pool opening was delayed because of repairs, plans are being made for Friday Fun Night during Utica days, and the board is writing and applying for grants.

Senior Center: Attached and made a part hereof.

Maintenance Report: Attached and made a part hereof. Motion Micek, seconded by Powell for Dylan to get irrigation equipment for the ball fields. RCV: Ayes Micek, Powell, Ramsey, & Swanson. Nays: None Abstain: none. Carried. Motion Powell, seconded by Micek to add Omnimetrix Remote Monitoring to the water, fire department and shop generators. RCV: Ayes Powell, Micek, Ramsey & Swanson. Nays: None Abstain: none. Carried. Motion Powell, seconded by Micek to hire removal of trees in the South Park and stump grinding. RCV: Ayes Powell, Micek, Ramsey & Swanson. Nays: None Abstain: none. Carried. Motion Powell, seconded by Ramsey to hire Koranda Construction to shred drainage ditch and fix fencing. RCV: Ayes Powell, Ramsey, Micek & Swanson. Nays: None Abstain: none. Carried. Motion Micek, seconded by Powell for Dylan & Rick to rent equipment necessary to clean ditch by compost site and North drainage as they determine to be necessary. RCV: Ayes Micek, Powell, Ramsey & Swanson. Nays: None Abstain: none. Carried

Clerk Report: Attached and made a part hereof.

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

Keno 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: Motion Powell, seconded by Micek to adopt Ordinance 791, AN ORDINANCE OF THE VILLAGE OF UTICA, NEBRASKA AMENDING THE ECONOMIC DEVELOPMENT PLAN TO PROVIDE FOR ADDITIONAL SOURCES OF FUNDING FOR THE PLAN. RCV: Ayes Powell, Micek, Ramsey & Swanson. Nays: None Abstain: none. Carried. Motion Powell, seconded by Micek to forego the 3 readings of Ordinance 791. RCV: Ayes Powell, Micek, Ramsey & Swanson. Nays: None Abstain: none. Carried

New Business:

- 1) Michael Hoback from AMGL reviewed the annual audit that was done in November.
- 2) 1 & 6 year Street hearing was held. Dave Ziska from Olsson's presented 1 & 6 year plans for Utica streets.
- 3) Rick Penner presented contract from water tower maintenance and painting.
- 4) Motion Powell, seconded by Micek to release Mike Fehlhafer from the 1085 G street agreement. RCV: Ayes Powell, Micek, Ramsey & Swanson. Nays: None Abstain: none. Carried
- 5) Dylan to contact CBS signs about masonry work on the Utica sign.
- 6) Motion Powell, seconded by Micek to award scope of services to Olsson's for the secondary lift station line. RCV: Ayes Powell, Micek, Ramsey & Swanson. Nays: None Abstain: none. Carried
- 7) Resolution 2023-9 Adopting Updated Personnel Handbook table until next month
- 8) Discussed line items for 2023-24 budget.
- 9) Discussed water restrictions. The board decided to leave the watering recommendation in place and not adopt restrictions at this time.

Motion Powell, seconded by Micek to adjourn at 10:11pm. RCV: Ayes Powell, Micek, Ramsey & Swanson. Nays: None Abstain: none. Carried

Next meeting will be July 10, 2023, at 7:00 pm at the Utica Auditorium.

Claims: Mid-American Research, supplies 3082.50; MacQueen Equipment, services 1461.25; Spickelmier & Sons, services 475; Aqua-chem, supplies 3292.40; Jensen Lumber, supplies 36.62; Norris Public Power, services 7650.04; Fehlhafers Inc, services 355.56; First Bank, services 9; TNT Grill, services 1105; Walmart, supplies 316.64; Amazon, equipment 259.95; Orscheln, supplies 128.99; The Lifeguard Store, supplies 771.99; York Ace, supplies 20.79; The Home Depot, supplies 84.53; DHHS, services 5; Dollar General, supplies 9.47; USPS, supplies 359.05; Quadiant Financial, postage 360.37; Lincoln Winwater Works, supplies 400; Advance Office Automation, services 28.87; Nebraska Volunteer Firefighters, dues 540; Nebraska Fire Chief Association, dues 75; Beaver Hardware, supplies 338; Centennial Market, supplies 378.66; Central Valley Ag, fuel 693.21; Great Plains Pest, services 295; Utica Parts & Service, services 519.75; R. Maier, mileage 42.49; Verizon, services 165.44; Seward County Independent, services 42.98; Seward County Sheriff, services 504; Windstream, services 1024.21; Black Hill Energy, services 544.57; Leak Investigators, services 1200; Atlas Automation, services 784; Solheim Law Firm, services 37.50; J & R heating, services 26170; Nebraska Generator, Equipment 21781, services 1876.78; Epp Foundation, services 8676; Fastenal, supplies 22.88; Cornhusker Press, supplies 157.60; NE Public Health, services 33; B Wiemer, equipment 150; Kopchos, services 303; Summit Fire Protection, services 1409.50; NE dept of Revenue, sales tax 602.46; Wages 28155.55; Benefits 6453.82; Payroll taxes,3914.49

Submitted by
Rita Maier
Clerk/Treasurer

Utica, Nebraska
Parks & Pool Board Meeting Minutes
For May 21, 2023 @ 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, Tori Gierhan, Danae Soliz, Megan Outhet, Desi Perry.

Supervising Village Board member Sharon Powell.

The monthly meeting of the Utica Parks & Pool Board was called to order at 6:30 pm on May 21, 2023 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 Danae, to accept the agenda. RCV: Ayes: Autumn, Tori, Desi, Danae, Megan, Nays: None, Abstain: none

II. Review of Previous Minutes

THERE WERE NO MINUTES AVAILABLE FROM April 30, 2023 MEETING TO APPROVE

III. Consideration of Public Comments

None made

IV. Consideration of Old Business

1. Pool rental time and prices were determined, Saturday 10:30AM to 12:00PM \$150.00, Saturday and Sunday 6:30 PM to 8 PM \$150.00. Monday through Friday 8 PM to 9 PM \$100. There is also a \$100 damage deposit which is refundable if no damage occurs.
2. autumn reported that the play it forward equipment that was taken to play it again sports brought us \$250.00
3. Autumn reported that the Seward County Gives total before matching funds are given amounted to \$4973.02. A total of 46 donations were made during the Seward County Gives donation week 25 of those donations came from our ice cream social
4. We finalize needs and wants for the 23-24 budget year request

V. Consideration of New Business

1. discussed Olsen engineering cost.
2. Discussion was had on pool project. Motion was made by Danae second by Tori to add the \$70,000 boiler to the total pot cost of the pool. RCV: Ayes: Autumn, Tori, Desi, Danae, Megan, Nays: None, Abstain: none
3. Worked on grant information for Misty

4. Tori will make Google Doc forms for public and private, swimming lessons sign-up links that will be posted on the Utica Parks and pool Facebook page as well as the Utica website. As of the writing of these minutes public swim lessons have been tentatively scheduled for June 19 through the 30th and July 10 through the 21st. These dates are contingent on the pool being ready.
5. Private lessons are now paid by the individual lesson, and will no longer be sold as groups of five. The first lesson will be \$25 with five dollars going towards the use of the pool each lesson after will be \$15.

Next meeting will be held on June 25, 2023 at 6:30 PM in the village auditorium.

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

Meeting was adjourned @ 9:00PM by Autumn Walford

Minutes submitted by: Colette Stelling and or Kenna Kucera

Minutes to be approved by: The Village of Utica Board of Trustees

UTICA AGING SERVICES COMMISSION

May 17, 2023 @ 12:30p.m. at the Utica Senior Center

PRESENT: Karon Rodgers (Chairperson), Jim Swanson, Sandi Swanson, Ron Erks, Ken Baack, Linda Springer, Becky Sandman, and Diane Lurz (manager).

ABSENT: Pat Koch, Don Rut, and Jody Wiemer

GUESTS: Lyle Lurz and Joyce Schriener

Karon called the meeting to order at 12:32p.m.

Minutes of the April meeting were e-mailed to members prior to the meeting. A motion to approve the minutes was moved by Linda and seconded by Ron. Motion passed.

April Manager's Report presented by Diane Lurz (manager):

- Open 7 days in April
- 200 congregate approved meals
- 4 "to go" meals approved as HDM meals
- 3 "to go" meals non-approved as HDM
- 0 Senior Center meal non-approved (eat-in guest under 60)
- 207 total meals
- 160 exercise hours (13 people)
- 167 social hours (40 people participating)
- 100 newsletters either handed out or mailed
- 7 blood pressure checks
- 1 Rental in April and 1 scheduled for May
- 73 volunteer hours (averaging 8 people per meal day)
- Nutrition lesson on April 12th was "Fuel for the Future"
- Lyle & Diane attended the Utica Days planning meeting on Apr 24th
- Stepping On class presented by Four Corners Health Department started on April 18 with 18 signed up. The class meets every Tuesday for 7 weeks, and the final class will be May 30th.
- Utica Heritage Days activities for July 29th are: COFFEE & CARDS from 8:30am-11am; LUNCH (Pork burger or Hot Dog meal) 11am-1pm; UTICA HISTORY (PART 2) by Joyce Schriener at 1pm. Diane has not advertised any cinnamon rolls or donuts, but if anyone wants to donate them that will be fine.
- On April 26th the water heater was found to be leaking. The plumber determined a new water heater was needed, and it was installed on May 1st. (The Village approved payment at their May 1st meeting from Village funds.)

FINANCIAL REPORT

Expenses paid in April:

TNT meals	\$1,143.00
Payroll wages (cleaning)	118.32
Payroll taxes	19.62
Activities	71.20
Raw Food	418.12 (including Potato bake food)
Repairs/Maint.	0.00
Supplies/Kitchen	58.62
Supplies-office/printer ink	<u>73.27</u>
Expense Total	\$1,902.15

INCOME-for April:

Rentals	\$ 100.00
Meal contributions	1,351.95
Donation	2,000.00 (V. Neujahr)
USDA reimb.	0.00
CD interest	0.00
State/federal payment	0.00
Memorials	<u>0.00</u>
Total income 0.00	\$3,451.95
Net income	<u>\$1,549.80</u>

- Rita reported the ending balance in the Village Account on April 30, 2023 was
\$16,361.28 (Village revolving fund)
626.95 (debit card)
15,632.91 Gift trust/Savings account (Memorials)
\$32,621.14

\$66,727.38 Gift Trust account (CD's)
\$99,348.52

Sandi made a motion to accept the Manager's Report and Financial Report.
Linda seconded the motion. Motion passed.

OLD BUSINESS:

1. Diane's vacation days in June will be covered by Jody. The activity for June 14 will be "Ice Cream in a Bag". June 16th will be an open day for cards and games. On June 23, Jody will lead the "Person, Place or Thing" game.
2. The Potato Bake is scheduled for Sun, July 9th. Sign-up for food and work schedules will be available soon.

3. The Senior Center's participation in the Utica Days activities was reviewed: Byron will grill the pork burgers and hot dogs. Joyce will present Utica, Part 2 at 1pm. People are welcome to donate cinnamon rolls, bars, or cookies.
4. Stepping on Class-participation has been good.

NEW BUSINESS:

1. Joyce Schriener showed several items she bought on E-Bay. She framed a few of the prints, and others were done by Hobby Lobby. The purchase of the items and framing costs were around \$600. Chris Simonsen contributed \$300 toward her expenses. When she presents Utica, Part 2, she will mention that any donations for the Goehner Museum's expenses will be appreciated. A heavy wooden plank from the old Utica Depot was also shown. It is not ready for hanging, but Joyce would like to see it hung prior to Utica Days in July. The other items will be displayed at the Senior Center.
2. The Lincoln Aging Commission requested the Utica Aging Commission consider getting an electronic check-in system for meals and activities. Our cost would be \$675 per year. After discussion, Linda moved, and Ron seconded a motion to deny the request for an electronic check-in system.
3. Jim Bulgrin sprayed bindweed under the Senior Center sign. Once the bindweed has been removed, flowers can be planted. No action was taken at this time.
4. The Village Board may be changing how they pay claims for Senior Center bills. Jim reported a decision will be made by July 1st.

MARK YOUR CALENDARS:

May 18-Food Bank, 3pm-4pm
June 15-Food Bank, 3pm-4pm
July 9-Potato Bake
July 20-Food Bank, 3pm-4pm
July 29-Utica Heritage Days

The next meeting will be Wednesday, **JUNE 7, 2023, at 12:30pm at the Utica Senior Center.**

Respectfully submitted,
Becky Sandman

June 12, 2023 Board Meeting Maintenance Report

- Work on swimming pool was completed: pool was filled and chemical started on 6/2.
- Started spraying parking lots, will continue.
- Several new windows are going in to replace from last years hail storm
- New A/C condenser units were installed at the Senior center to replace hail damaged units.
- Back-up generator was installed at the Village auditorium, Lift station Generator will be in soon. (Discuss Omnimetrix Remote Monitoring)
- Discuss trees in South park.
- Discuss liftstation
- Discuss secondary sewer force main.
- Discuss Fence repairs at laggons and drainage ditch.

Action Items:

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CLERK'S REPORT

April 3, 2022

21 disconnect letters sent. 14 Owners & 7 renters.
10 Door hangers, 0 disconnects.

- 1) QuickBooks license expires. To get a Desktop Pro Plus version \$799.00 per year. Otherwise, they want on-line versions at a monthly rate.
- 2) Off 6/26-7/4
- 3) Next meeting 7/10/23
- 4) Concerns
 - A) Semi parking & dollied down

Utica Keno
April, 2023

Gross Sales	<u>100.00%</u>	<u>\$3,549.13</u>
Prizes (Payouts)	<u>74.8288%</u>	<u>\$2,655.77</u>
Operator Commission	<u>14.0000%</u>	<u>\$496.88</u>
Add'l Amt. owed oper....		\$0.00
City Share	<u>10.7909%</u>	<u>\$382.98</u>
Uncollected Winnings	<u>0.3804%</u>	<u>\$13.50</u>
State+Uncoll.+City Total to city		<u>\$396.48</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>	

Village of Utica
 Profit & Loss
 May 2023

DRAFT

	May 23
Ordinary Income/Expense	
Income	
General Income	
Compost Sales	403.50
Bank Interest	1,979.35
County Treasurer	67,273.91
Keno Proceeds	396.48
Licenses- Liquor, tobacco & dog	80.00
Traffic Tickets-Centennial	20.00
Sales Tax Collection Fee	18.86
Sales Tax revenue	9,730.96
TIF pass through	4,251.38
Zoning Permits	656.00
Total General Income	84,810.44
Park Income-City	
RV camp fee	50.00
Total Park Income-City	50.00
Pool Income-City	
County Treasurer-Bond	18,584.49
Total Pool Income-City	18,584.49
Pool Income-Board	
Concessions	66.60
Reimbursement	88.50
Total Pool Income-Board	155.10
Senior Center Income	
Fundraising - donations	20.00
Meal Contributions	1,074.50
Memorials	110.00
Rental fees	100.00
State/Federal	1,500.00
USDA reimbursement	179.20
Total Senior Center Income	2,983.70
Sewer Income	
Late Fee	200.00
Sewer Sales	8,514.00
Total Sewer Income	8,714.00
Water Income	
Late Fee	200.00
Start up	40.00
Water-Commercial	1,283.67
Water Sales	18,652.44
Total Water Income	20,176.11
Streets Income	
Sales Tax revenue	4,964.17
State Highway Allocation	10,017.22
Total Streets Income	14,981.39
Total Income	150,455.23
Gross Profit	150,455.23
Expense	
General	
Law Enforcement	504.00
Bank & CC fees	9.00

Village of Utica
 Profit & Loss
 May 2023

	<u>May 23</u>
Centennial Public Pass-through	200.00
Improvements	251.36
Office Supplies	134.93
Postage	50.00
Professional Services	268.00
Publishing / Printing	30.77
Rent	1,350.00
TIF pass-through	4,251.38
Utilities	307.74
Auditorium	
Utilities	115.87
Total Auditorium	115.87
Library	
Utilities	144.98
Total Library	144.98
Senior Center-City paid	
Payroll	880.68
Payroll taxes	1,193.29
Profession Services	143.00
Repairs & Maint.	2,071.11
Utilities	403.74
Total Senior Center-City paid	4,691.82
Total General	12,309.85
Payroll	
Employee Benefits	3,029.46
Payroll Taxes	9,758.71
Payroll Wages	15,093.19
Total Payroll	27,881.36
City Fire Dept	
Professional Services	48.00
Repairs & Maintenance	272.18
Utilities	769.52
Total City Fire Dept	1,089.70
Rural Fire District	
Equipment Purchase	1,580.12
Fuel	272.13
Total Rural Fire District	1,852.25
Park-City	
Improvements & Equipment	229.98
Mower Loan Payment	280.05
Payroll wages	259.53
Professional Services	48.00
Repairs and Maintenance	699.26
Supplies	65.30
Utilities	568.00
Total Park-City	2,150.12
Pool-City paid	
Chemicals	1,852.25
Permits	5.00
Supplies	621.06
Repairs & Maintenance	2,864.57
Utilities	78.30
Total Pool-City paid	5,421.18

Village of Utica
Profit & Loss
May 2023

	<u>May 23</u>
Pool-Board paid	
Concession supplies	609.53
Guard uniforms	479.49
Supplies	84.53
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Total Pool-Board paid	1,173.55
Senior Center	
Activities	9.47
General Supplies/Printing	0.00
Meals purchased	1,196.00
Payroll Wages	60.62
Payroll Tax	10.02
Postage	359.05
Supplies/Kitchen	49.57
Raw Food	77.22
Repairs and maintenance	118.00
Utilities	49.00
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Total Senior Center	1,928.95
Sewer Dept	
Postage	100.00
Professional Services	548.80
Repairs and Maintenance	842.18
Supplies & Parts	1,011.75
Utilities	268.52
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Total Sewer Dept	2,771.25
Street Dept	
Equipment repair	241.65
Fuel	74.00
Office Supplies	0.00
Professional Services	48.00
Sand/gravel	3,484.96
Small Tools	95.35
Supplies & Parts	347.95
Uniform-Dylan	0.00
Uniform-Rick	128.99
Utilities	1,523.05
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Total Street Dept	5,943.95
Water Dept	
Chemicals	501.25
Postage	100.00
Professional Services	629.80
Repairs - Maint.	392.24
Supplies & parts	358.83
Utilities	1,913.72
Work done by others	1,200.00
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Total Water Dept	5,095.84
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Total Expense	67,618.00
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Net Ordinary Income	82,837.23
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Net Income	<u>82,837.23</u>