

Utica Nebraska

Village Board of Trustees

**February 5, 2024 Regular Meeting**

The Village Board of Trustees met in regular session on February 5, 2024 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, Olson and Ramsey.

The Pledge of Allegiance was recited.

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

Moved by Powell, seconded by Olson to approve consent agenda (includes agenda, minutes, Treasurer's report, Sheriff's log, and payment of claims). RCV: Ayes: Powell, Olson, Micek, Ramsey & Swanson.

Nays: None Abstain: Micek 6A and Powell 6B Carried.

Hearing about the rezoning of lots 5, 6, & 7 Zima Subdivision from R1 to R2 was opened. There were no public comments made. Motion Powell, seconded by Micek to close the hearing at 7:02. RCV: Ayes: Powell, Olson, Micek, Ramsey & Swanson. Nays: None Abstain: None Carried.

- 1) Motion Powell, seconded by Micek to introduce Ordinance 793, An Ordinance amending the zoning regulations for the Village of Utica, Nebraska. RCV: Ayes: Powell, Micek, Ramsey, Olson & Swanson. Nays: None Abstain: None Carried. Motion Powell, seconded by Olson to forego the 3 readings of Ordinance 793. RCV: Ayes: Powell, Olson, Micek, Ramsey, & Swanson. Nays: None Abstain: None Carried.
- 2) Motion Powell, seconded Micek to approve the Planning Commission's recommendation that Dylon Grantski submit a drainage plan when applying for the zoning permit. RCV: Ayes: Powell, Micek, Olson, Ramsey & Swanson. Nays: None Abstain: None Carried.
- 3) The TIF attorney expense will be discussed at the next meeting.

**Public Comments:** None

**Fire Dept. Report:** Curt reported they had 101 calls for 2023, 76 rescue and 25 fire. They will be conducting EMT CPR renewals, Curt attended the Hazard Mitigation meeting in Seward and that new hoses have been ordered.

**Sheriff Report:** Was examined by the board.

**Zoning Inspector Report.** He received a permit request from C. Nuttleman. This will be denied and have to go before the Board of Adjustment.

**Chair Report:** None

**Park Report:** Pool Office position was discussed. More information is needed. No action taken.

**Senior Center:** Attached and made a part hereof.

**Maintenance Report:** Attached and made a part hereof. Dylan would like to continue with last year's ballfield personnel. The Board agreed with this. Motion Powell, seconded by Ramsey for Dylan to purchase oil & filters while on sale for the equipment. RCV: Ayes: Powell, Ramsey, Micek, Olson, & Swanson. Nays: None Abstain: None Carried. Motion Powell, seconded by Ramsey to approve Olsson's

to have an on-site supervisor for the 2<sup>nd</sup> sewer line project. RCV: Ayes: Powell, Ramsey, Olson, Micek, & Swanson. Nays: None Abstain: None Carried.

**Clerk Report:** Attached and made a part hereof. Motion Powell, seconded by Olson to allow the sale of Girl Scout cookies in the library parking lot. RCV: Ayes: Powell, Olson, Ramsey, Micek & Swanson. Nays: None Abstain: None Carried. Clerk reported the Elsbury contract is ready to be signed.

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

Motion Powell, seconded by Olson to accept all of the reports. RCV: Ayes: Powell, Olson, Micek, Ramsey, & Swanson. Nays: None Abstain: None Carried.

**New Business:**

- 1) Motion Powell, seconded by Olson to introduce Ordinance 792, An Ordinance amending the zoning regulations for the Village of Utica, Nebraska. RCV: Ayes: Powell, Olson, Ramsey, Micek & Swanson. Nays: None Abstain: None Carried. Motion Powell, seconded by Ramsey to forego the 3 readings of Ordinance 792 RCV: Ayes: Powell, Ramsey, Olson, Micek, & Swanson. Nays: None Abstain: None Carried.
- 2) Motion Powell, seconded by Micek to approve the Planning Commission's recommendation to combine Parcels 800226790 and 80070909 on D street into one parcel. RCV: Ayes: Powell, Micek, Ramsey, Olson & Swanson. Nays: None Abstain: None Carried.
- 3) Motion Powell, seconded by Olson to approve the Special Designation Liquor license for St Patrick's Fish Fry on February 23, 2024. RCV: Ayes: Powell, Olson, Ramsey, Micek & Swanson. Nays: None Abstain: None Carried.
- 4) Trustee Powell explained about a county-wide grant writer. The Board was in favor of pursuing more information and costs of this position.
- 5) Motion Powell, seconded by Micek to approve Resolution 2024-2 to accept the Nebraska Basic Code of Ordinances. RCV: Ayes: Powell, Micek, Olson, Ramsey, & Swanson. Nays: None Abstain: None Carried.
- 6) Several health Insurance plans were discussed. Motion Micek, seconded by Olson to continue with the \$1200 Insurance stipend and the TASC plan, but to annually check the cost of insurance plans. RCV: Ayes: Micek, Olson, Ramsey, Powell & Swanson. Nays: None Abstain: None Carried.
- 7) After further investigation into several of our zoning regulations, they do have the 'Special Permit' clause in them as suggested by Hanna-Keelan. No action needed.
- 8) Motion Powell, seconded Ramsey to move the old park shelter to the ballfields if appropriate. RCV: Ayes: Powell, Ramsey, Micek, Olson, & Swanson. Nays: None Abstain: None Carried.
- 9) Discussed car parked on 3<sup>rd</sup> street. Check with some other villages about towing ordinances.

Motion Micek, seconded by Ramsey for expenses to be covered for Powell at attend the Mid-Winter Conference if she is able. RCV: Ayes: Micek, Ramsey, Olson, Powell & Swanson. Nays: None Abstain: None Carried.

Motion Powell, seconded by Micek to adjourn at 8:26 PM RCV: Ayes: Powell, Micek, Olson, Ramsey, & Swanson. Nays: None Abstain: None Carried.

Next meeting will be March 4, 2024 at 7:00 pm at the Utica Auditorium.

**Claims:** League of Risk Management, insurance 130.17; NE Dept of Revenue, sales tax 643.11; Harre Seed & Services, equipment 575; First Bank of Utica, fee 9; Blink, services 10.70; Bronco Spur, fuel 42.04, Eileen's Cookies, fundraiser 165; Bomgaars, uniform 94.41; Bizchair, chairs 133.53; US Postal Service, postage 244.06, supplies 378.20; Kopchos, services 182.50; John Deere Financial, loan payment 280.05; Bel-con refuse, services 45; Pac N Save, meals 1524; Great Plains Pest, services 220; Central Valley Ag, fuel 1593.22; AT & T Mobility, services 50.48; Centennial Market, supplies 86.15; Utica Parts & Service, supplies 75.51; Windstream, services 1421.19; Municipal Supply, supplies 2461.32; Lincoln Winwater Works, supplies 839.44; Mierau & Co, services 110; Walmart, supplies 75.81; Amazon, equipment 503.03, supplies 135.35; Advanced Office Automation, services 32.80; Quadiant Financial, postage 200; CNA Surety, fees 100; Black Hills Energy, services 1757.10; Centennial Public Schools, fees 20; Seward County Sheriff, services 504; D. Lurz, mileage 131; Verizon, service 255.50; A. Walford, supplies 35.13; American Legal Publishing, services 610.72; Seward County Independent, services 62.84; NE Dept of Environmental, permits 140; Greg Hartman Photography, services 1000; Fehlhafer's Inc, supplies 26.65; Wages 23181.30; Benefits 2351.97; Taxes 5469.85.

Submitted by

Rita Maier

Clerk/Treasurer

## Village of Utica Planning Commission

Chairman Alan Koski called the Village of Utica Planning Commission meeting to order at 7:03 pm, on January 31st, 2024.

Members present were: Rick Micek, Eric Peeks, Jay Stelling, Ron Tomes, Sterling Winkelman, Al Koski & Lynn Hoops. Don Rut was present representing the Board of Adjustments. Absent: Mitch Stuhr

The Chairman determined that a quorum was present.

The chairman noted that Don Olson was present to represent the Village Board of Trustees.

The Chairman noted that the terms of the Open Meeting Act is posted in the back of the Village auditorium. The notice of public meeting was published in the newspaper, posted in town & posted at the property site requested for re-zoning.

Lynn Hoops read the minutes from the July 26th, 2023 meeting. Al Koski stated that upon no corrections, the minutes would stand as read.

Al Koski requested nominations for officers. Motion was made by Rick Micek and seconded by Jay Stelling to nominate Al Koski as Chairman. Motion was approved. Motion was made by Jay Stelling and seconded by Rick Micek to nominate Lynn Hoops as secretary. Motion was approved.

### **The meeting was opened for:**

- 1) Request from Matt & Chelsea Robinson to combine 2 parcels
- 2) Request from Dylon Grantski to rezone 3 lots from R1 to R2 residential
- 3) Review 10 year plan

Matt & Chelsea requested to combine their 2 properties located at 370 D Street in hopes of putting up a fence that would sit on both properties and in the event they ever sold the property, the property could be sold as one unit. A survey, site map & dimensions were provided.

Motion was made by Rick Micek and seconded by Jay Stelling to recommend to the Village of Utica that at the request of the property owners, Matt & Chelsea Robinson, parcels 800226790 and 800070909 be combined into one parcel and, upon approval, that the request be submitted to the County of Seward to be properly modified and recorded as one parcel. Motion passed unanimously.

Dylon Grantski was present to request rezoning 3 lots from R1 to R2 residential for the purpose of constructing a duplex on each lot. A proposed duplex floor plan was provided. Each lot has about a 9,133 square feet lot area and the proposal would have a 25' front yard and 17'8" rear yard. This request is being made because R1 for two family dwellings requires a 12,000 square feet lot area and a 25' rear yard. R2 requires a lot area of 6,000 square feet and a 15' rear yard requirement. Eugene Hinze, a property neighbor, discussed his present neighborhood water drainage issues that impact his property and his concerns of the proposed construction possibly sending additional rain water runoff into his back yard. A lengthy discussion was held about how the proposed duplex site water runoff could be handled.

Motion was made by Rick Micek and seconded by Jay Stelling to recommend to the Village of Utica that the request by Dylon Grantski to rezone Lots 5, 6 & 7 of Utica Zima Subdivision from R-1 residential to R-2 residential be accepted. Discussion was then held whether the drainage issues should be addressed before this request is approved.

Motion was made by Sterling Winkelman and seconded by Eric Peeks to amend the motion to add the following language to recommend to the Village of Utica the approval "with the recommendation that drainage issues be resolved with the Village prior to construction." The motion to amend the original motion passed unanimously.

The amended motion that reads "to recommend to the Village of Utica that the request by Dylon Grantski to rezone Lots 5, 6 & 7 of Utica Zima Subdivision from R-1 residential to R-2 residential be accepted with the recommendation that drainage issues be resolved with the Village prior to construction. Motion passed unanimously.

The Chairman discussed reviewing our 10 year plan. The commission members discussed various zoning issues that could be reviewed and the commission agreed to review the present zoning requirements at a future meeting.

Motion was made by Rick Micek and seconded by Jay Stelling to adjourn the meeting. Motion carried.  
Meeting was adjourned at 8:10 pm.

Submitted by Lynn Hoops  
Secretary

## **Jan. 10, 2024 @ 12:30pm at the Senior Center**

**PRESENT:** Karon Rodgers (Chairperson), Lyn Hemphill, Diane Steinhausen, Pat Koch, Becky Sandman, Ron Erks, Don Rut, Ken Baack, Diane Lurz (Manager).

**ABSENT:** Jim and Sandi Swanson. They joined the meeting at 12:45pm.

**GUEST:** Lyle Lurz

Karon called the meeting to order at 12:32pm.

Minutes of the December meeting were emailed to members prior to the meeting. Diane L. wanted to clarify that the time she expects to save by using the KIOS system will be related to reports needed. A motion was made by Pat and seconded by Diane S. to approve the minutes. Motion carried.

### December Manager's Report presented by Diane Lurz (Manager):

- The center was open for 8 days in December.
- 212 congregate approved meals were served.
- 40 to-go meals that qualified as HDM congregate meals were served.
- 11 non-approved meals as congregate meals were served to guests under age 60.
- 263 total senior meals were served.
- 138 exercise units (11 people doing the total 138 units of exercise).
- 10 blood pressure checks were done.
- 232 social hours: 45 people participated in scheduled programs or games.
- 100 or more newsletters with monthly menus and programs were handed out or mailed.
- 102 volunteer hours provided at the senior center during regular meal days (which averaged 7 people volunteering on meal days).
- December activities: Don & Ardee Rut interview, Centennial preschool students sang Christmas songs; Cookie exchange; Christmas craft with Autumn Walford; Centennial Kindergarten students singing, crafting, and eating cookies; Bingo with Carla from Kinship Pointe; Left-Center-Right game. The center was closed two days for a funeral and bad weather.
- The nutrition lesson was "Expanding your Palate".
- The exercise band class was held every Thursday in December (except for the 28<sup>th</sup>).
- No meetings were attended in December.
- There were six rentals in December, and two are scheduled for January.

## FINANCIAL REPORT:

<u>Income:</u>	Income from meal contributions	\$1,456.50
	Income from rentals	200.00
	USDA reimbursement payment	402.50
	CD interest	866.76
	Miscellaneous	<u>4,768.78</u>
	<b>Total income</b>	<b>\$7,694.54</b>

Note: the miscellaneous income was from restitution for a stolen check to pay for the outdoor sign. That amount was then paid back to the insurance company.

<u>Expenses:</u>	PAC-N-SAVE for meals	\$1,692.00
	Raw Food	185.44
	Supplies-office/printer ink	98.18
	Supplies-kitchen	52.84
	Activities	3.21
	Mileage-for meal pickup & delivery	131.00
	Payroll wages-cleaning	75.04
	Payroll taxes	12.42
	Miscellaneous	<u>4,768.78</u>
	<b>Total expenses</b>	<b>\$7,018.91</b>

Resulting in a Net Income of **\$675.63**

- Rita reported the ending balance in the Village Account on Dec. 31, 2023:  
\$25,519.10 in the Village Revolving Fund  
705.22 Debit Card  
870.19 Gift Trust/Savings Account (Memorials)  
\$27,094.51  
83,945.58 Gift Trust Account-CDs  
\$111,040.09

Ron moved and Diane S. seconded a motion to approve the Manager's report. Motion carried.

## OLD BUSINESS:

1. Two chairs with arms were ordered. They were scheduled to be delivered by the end of the business day today (1-10-24).
2. The KIOS funding is in place, and the equipment is expected to be delivered in late January or early February.

## **February 5, 2024 Board Meeting Maintenance Report**

- Sand and salt mix was delivered, we will utilize this when needed.
- Rear cameras and LED light upgrades were done to equipment to provide more visibility to operator and others.
- Water line to the shop was repaired, and a new yard hydrant was put in.
- Zach is at water training this week, will test on final day.
- Rick was back to work 2/1 with restrictions.
- New Neptune software was implemented for meter reading, transition seemed to go smoothly.
- 

### **Action Items:**

- Purchase Oil and filters for lawn equipment while on special.



CLERK'S REPORT

February 5, 2024

25 disconnect letters sent. 17 Owners & 8 renters.  
5 Door hangers, 0 Disconnects

- 1) Girl scout cookie sales in Library parking lot Feb.18. 3-5 pm
- 2) Elsbury contract is here to be signed.

Village of Utica  
Profit & Loss  
January 2024

**DRAFT**

	Jan 24
Ordinary Income/Expense	
Income	
General Income	
Compost Sales	342.25
Bank Interest	2,069.46
County Treasurer	16,969.20
County Treasurer-Bond	4,687.94
Franchise payments	2,661.89
Labor income	2.76
Licenses- Occupation, dog, cigs	205.00
Traffic Tickets-Centennial	20.00
Rent-Zito	150.00
Sales Tax Collection Fee	20.01
Auditorium Income	
Rent	75.00
Total Auditorium Income	75.00
Total General Income	27,203.51
Pool Income-Board	
Fund raiser	506.00
Total Pool Income-Board	506.00
Senior Center Income	
Meal Contributions	1,863.50
Memorials	30.00
Rental fees	500.00
USDA reimbursement	200.20
Total Senior Center Income	2,593.70
Sewer Income	
Late Fee	290.00
Sewer Sales	7,329.00
Total Sewer Income	7,619.00
Water Income	
Late Fee	290.00
Start up	20.00
Water-Commercial	1,113.14
Water Sales	13,868.86
Total Water Income	15,292.00
Streets Income	
Supplies sold	1.44
County Motor Vehicle tax	1,631.24
State Highway Allocation	24,544.35
Total Streets Income	26,177.03
Total Income	79,391.24
Gross Profit	79,391.24
Expense	
General	
Law Enforcement	504.00
Bank & CC fees	9.00
Centennial Public Pass-through	20.00
Insurance Expense	130.17
Licenses	75.64
Office Supplies	91.45
Postage	50.00
Professional Services	1,640.50
Publishing / Printing	121.04
Utilities	282.86

Village of Utica  
**Profit & Loss**  
 January 2024

	Jan 24
Auditorium	
Supplies	39.31
Utilities	274.36
	313.67
<b>Total Auditorium</b>	
Library	
Utilities	159.81
	159.81
<b>Total Library</b>	
Senior Center-City paid	
Payroll	830.47
Payroll taxes	736.73
Profession Services	111.00
Repairs & Maint.	38.50
Utilities	610.47
	2,327.17
<b>Total Senior Center-City paid</b>	
<b>Total General</b>	5,725.31
Payroll	
Employee Benefits	2,472.71
Payroll Taxes	8,350.79
Payroll Wages	24,199.08
	35,022.58
<b>Total Payroll</b>	
City Fire Dept	
Professional Services	33.00
Utilities	946.22
	979.22
<b>Total City Fire Dept</b>	
Rural Fire District	
Pager service	25.00
Fuel	168.84
Repair and Maintenance	2,421.68
	2,615.52
<b>Total Rural Fire District</b>	
Park-City	
Mower Loan Payment	280.05
Professional Services	33.00
Utilities	205.00
	518.05
<b>Total Park-City</b>	
Park-Board	
Fundraiser expenses	165.00
Supplies	658.58
	823.58
<b>Total Park-Board</b>	
Pool-City paid	
Supplies	0.00
Utilities	74.46
	74.46
<b>Total Pool-City paid</b>	
Senior Center	
Activities	2.94
General Supplies/Printing	0.00
Meals purchased	1,608.00
Mileage	114.62
New purchases	133.53
Payroll Wages	101.01
Payroll Tax	16.74
Postage	391.40
Supplies/Kitchen	381.47

Village of Utica  
**Profit & Loss**  
 January 2024

	<u>Jan 24</u>
Raw Food	62.50
Repairs and maintainance	0.00
<b>Total Senior Center</b>	<b>2,812.21</b>
<b>Sewer Dept</b>	
Chemicals	1,893.00
Postage	100.00
Professional Services	150.00
Repairs and Maintenance	0.00
Travel-mileage	58.30
Utilities	247.75
<b>Total Sewer Dept</b>	<b>2,449.05</b>
<b>Street Dept</b>	
Automobile Expense	52.74
Equipment Purchase	575.00
Equipment Rental	0.00
Equipment repair	654.80
Fuel	1,256.68
Maintenance wage	8,227.23
Office Supplies	10.70
Professional Services	233.00
Repairs and Maintenance	503.03
Small Tools	0.00
Supplies & Parts	279.73
Uniform-Dylan	124.98
Uniform-Rick	0.00
Uniform-Zach	0.00
Utilities	1,892.62
<b>Total Street Dept</b>	<b>13,810.51</b>
<b>Water Dept</b>	
Postage	118.26
Professional Services	232.00
Repairs - Maint.	20,600.00
Supplies & parts	0.00
Utilities	2,499.64
<b>Total Water Dept</b>	<b>23,449.90</b>
<b>Total Expense</b>	<b>88,280.39</b>
<b>Net Ordinary Income</b>	<b>-8,889.15</b>
<b>Net Income</b>	<b>-8,889.15</b>