

Utica Nebraska

Village Board of Trustees

April 1, 2024 Regular Meeting

The Village Board of Trustees met in regular session on April 1, 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 Micek, seconded by Olson to approve consent agenda (includes agenda, Treasurer's report, Sheriff's log, and payment of claims). RCV: Ayes: Micek, Olson, Ramsey, Powell & Swanson. Nays: None Abstain: Micek 5A. Carried.

Randy Steinhausen had requested a change of wording for the 3/4/24 public comments. Motion Micek, seconded by Olson to leave the minutes as written and to approve them. RCV: Ayes: Micek, Olson, Ramsey, Powell & Swanson. Nays: None Abstain: None. Carried.

Public hearing was held on the application to divide Wrights 3rd addition, Block 41, Lots 7 & 8 into two parcels and also Utica Addition, Block 16, Lots 1, 2, & 3 into two parcels. After no public comments motion Olson, seconded by Powell to approve dividing Wrights 3rd addition, Block 41, Lots 7 & 8 into two Parcels. RCV: Ayes: Olson, Powell, Ramsey, Micek & Swanson. Nays: None Abstain: None. Carried.

Motion Powell, seconded by Olson to approve dividing Utica Addition, Block 16, Lots 1, 2, & 3 into two parcels. RCV: Ayes: Powell, Olson, Micek, Ramsey & Swanson. Nays: None Abstain: None. Carried

Public Comments: None

Fire Dept. Report: It was reported that the fundraiser had a good turnout, some new radios are needed, new bunker gear will be ordered, and they are doing a walk-through at Bayer.

Sheriff Report: Was examined by the board. Officer Grantski had questions about semi parking in residential areas. Letters will be sent by the Village.

Zoning Inspector Report: Approved new house on D street, fence on Montana Circle and shed on Centennial Ave.

Chair Report: He reports infrastructure of Bronco Heights should be starting April 8th and construction of the secondary sewer line should be starting April 22. He also passed out a form to look at as to the division of responsibilities of the Village and other entities.

Park Report: Their next board meeting will be April 21 and a Town Hall Meeting April 14. All of the lifeguards accepted their positions.

Senior Center: Attached and made a part hereof. Diane reports that she and several volunteers will be attending training on April 17, the potato bake was a success and that the new siding is going up.

Maintenance Report: Attached and made a part hereof.

Clerk Report: Attached and made a part hereof.

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) Randy Steinhausen brought up some points that should be considered in regard to the possible new swimming pool such as an impact study and economic study.
- 2) Randy Steinhausen asked about having some time at the Town Hall meeting on April 14 to present some of his findings. The Chairperson informed him to contact the Park Board Chairperson to see if he could be put on their agenda. It was also suggested that he may want to have his own meeting.
- 3) Melissa Grantski informed the Board that the Utica Clean Up day would be April 20th 1-3 pm at Fehlhafers. Motion Powell, seconded by Micek for the Village to pay up to \$500 towards the dumpster/roll off. RCV: Ayes: Powell, Micek, Olson, Ramsey, & Swanson. Nays: None Abstain: None. Carried
- 4) Melissa Grantski said that Utica Days will be July 26-28. Motion Powell, seconded by Micek that the Commercial Club can close streets and have use of parks, ballfields, and dumpsters as needed. RCV: Ayes: Powell, Micek, Ramsey, Olson & Swanson. Nays: None Abstain: None. Carried
- 5) Residents were present to discuss their concerns of notification for rezoning properties. They were disappointed that letters had not been sent. The Village will try to send letters in the future. Dylon Grantski was here to discuss his plans for diverting water runoff from the property and possible fence to separate areas. Motion Ramsey, seconded by Micek to leave the zoning as previously voted on as R2 with communication between the parties. RCV: Ayes: Ramsey, Micek, Ramsey, Olson, Powell & Swanson. Nays: None Abstain: None. Carried
- 6) Cody Nuttleman presented his reasons for asking for a variance to construct a building to store his semi tractors in when he was at home. Motion Olson, seconded by Micek to go with the Board of Adjustment's recommendation to deny the variance. RCV: Ayes: Olson, Micek, Ramsey, & Swanson. Nays: Powell Abstain: None. Carried
- 7) The Board discussed the request to install a stop sign at 3rd & B. Motion Powell to install stop signs at 3rd & B. Motion failed for lack of a second.
- 8) IT help and computer needs postponed until May meeting.
- 9) Discussed Invoice 392862 from Anthem Sports for \$255.15. Motion Micek, seconded by Powell to approve Anthem claim for the purchase of bases. RCV: Ayes: Micek, Powell, Ramsey, Olson & Swanson. Nays: None Abstain: None. Carried
- 10) Discussed bid that was given by Stolley Pest Services. Since it is more expensive it was decided to continue with our current company.
- 11) Motion Olson, seconded by Powell for the Clerk and Chairperson to pay claims not received yet. RCV: Ayes: Olson, Powell, Micek, Ramsey, & Swanson. Nays: None Abstain: None. Carried
- 12) Motion Powell, seconded by Olson to go into closed session at 8:34 pm to discuss person for part-time help. RCV: Ayes: Powell, Olson, Ramsey, Micek & Swanson. Nays: None Abstain: None. Carried
Chairperson adjourned the closed session at 8:45 pm.
Motion Powell, seconded by Olson to retain Rick Hemphill for part-time work. RCV: Ayes: Powell, Olson, Micek, Ramsey, & Swanson. Nays: None Abstain: None. Carried

Motion Powell, seconded by Olson to offer Rick Hemphill \$25 per hour for part-time help when scheduled. RCV: Ayes: Powell, Olson, Ramsey, Micek & Swanson. Nays: None
Abstain: None. Carried

Motion Powell, seconded by Olson to adjourn at 8:50pm RCV: Ayes: Powell, Olson, Micek, Ramsey, & Swanson. Nays: None Abstain: None. Carried

Next meeting will be May 6, 2024 at 7:00 pm at the Utica Auditorium.

Claims: Advanced Office Automation, supplies 68.72; Quadiant Finance, postage 250; Central Valley Ag, fuel 506.12; Utica Parts and Service, parts 12.53; Seward County Independent, services 53.18; Centennial Public Schools, licenses 300; Pac N Save, meals 2004; Centennial Market, supplies 70.08; Shaffer Communications, equipment 92; Solheim Law Firm, services 1005; Mid-American Research, supplies 2061.34; Emergency Medical Products, supplies 50.14; Mierau & Co., services 207; Norris Public Power, services 4149.57; NE Dept of Revenue, sales tax 741.98; Dollar Tree, supplies 38.97; Belnick Retail, chairs 299.40; Blink, services 10.70; McDonalds, meal 19.22; Freddy's, meal 22.67; Big 10 Sport, meal 16.49; Menard's, uniform 27.82; Tractor Supply, uniform 105.45; Hy-Vee, meal 15.98; PepperJax Grill, meal 13.28; Culligan of Crete, services 170.98; Dollar General, supplies 19.10; Walmart, supplies 98.40, uniform 159.98; Amazon, equipment 614.70; Lee Enterprises, publishing 39.74; Ramada, education 495; Z. Crouch, mileage 140.03; Black Hills Energy, services 1083.02; Windstream, services 1461.71; Jefferson Community Health, supplies 80; R. Maier, mileage 57.62; York County Mutual Aid, fees 500; Complete Computer Services, service 182.75; NE Public Health, services 33; Kopchos, services 182.50; AT & T Mobility, services 40.04; Gierhan Concrete, services 650; Fairfield Inn, education 479.80; CNA Surety, fees 100; JR's Bobcat Service, services 1860.51; Greckel Construction, rock 1372.76; gWorks, services 6300; League of NE Municipalities, education 455; CNH Industrial, equipment loan 4883.23; R. Cradick, rent 1200; Great Plains Pest Management, services 220; John Deere Financial, equipment loan 280.05; Seward County Sheriff, services 504; Verizon, services 245.38; Wages 20086.32, Benefits 2454.92; Employee taxes 3453.33.

Submitted by

Rita Maier

Clerk/Treasurer

UTICA AGING SERVICES COMMISSION
MARCH 13, 2024, AT 12:30pm at the Senior Center

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

GUESTS: Lyle Lurz and Randy Steinhausen

Karon called the meeting to order at 12:36pm.

Minutes of the February meeting were emailed to all members prior to the meeting. Ron moved and Sandi seconded a motion to approve the minutes. M/C.

February Manager's Report presented by Diane Lurz:

- The Center was open for 8 days in February for meals and activities.
- 235 congregate approved meals were served.
- 10 to-go meals that qualified as HDM congregate meals were served.
- 2 to-go meals served that were non-approved as HDM congregate meals.
- 6 meals non-approved as congregate served (eat-in guests under 60)
- 273 total senior meals were served.
- 149 exercise units (13 people doing the total 149 units of exercise)
- 7 blood pressure checks were done.
- 214 social units (52 people participating in programs & activities)
- 119 volunteer hours provided during regular meal days (averaging 8 people volunteering per meal day)
- February activities were Crafts with Autumn; Share a Valentine's Day memory or item & a party; Retired Centennial bus drivers telling their stories; Bingo; and a presentation from Utica Parks & Pool on a proposed new pool. The activity for one day in February was cancelled.
- The nutrition lesson was on "Fiber".
- Exercise band classes were held on Feb 1-8-22-29.
- Attended the Utica Town Hall meeting on the proposed new pool.
- 5 rentals were booked in February, and 1 is scheduled in March.
- Denny Conell has graciously given his Thrivent card for printer ink. Thank you very much, Denny.

FINANCIAL REPORT:

<u>Income:</u>	Income from meal contributions	\$1,677.52
	Income from rentals	500.00
	Income from fundraiser donations	0.00
	Income from USDA reimbursements	184.80

CD interest	0.00
Total income	\$3,962.32

<u>Expenses:</u>	Pac-N-Save for meals	\$1,524.00
	Raw Food	37.66
	Supplies-office (printer ink)	18.82
	Postage	0.00
	Supplies-kitchen	17.37
	Activities	21.40
	Mileage (delivering meals)	131.00
	Repairs/Maint.	0.00
	Payroll wages (cleaning)	92.35
	Payroll taxes	15.30
	Miscellaneous	0.00
	Total expenses	\$1,857.90

Resulting in a net income of **\$2,104.42.**

- Rita reported the ending balance in the Village Account on Feb 29, 2024
 - \$27,012.51 in the Village Revolving Fund
 - 967.72 Debit card
 - 1,000.19 Gift Trust/Aging Services (Memorials)
 - \$28,980.42
 - 83,945.58 Gift Trust cd's
 - \$112,926.00

Diane S. moved and Pat seconded a motion to approve the Manager's Report. M/C.

OLD BUSINESS

1. The Kiosk is being programmed and software installed. No word yet on when it will be delivered and set up.
2. A group visited Centennial Schools to look at the cafeteria flooring. The brand that was used there was called "Interface" and Tyler Brandt has used that product. (Mohawk was another brand that was used, and it is more rigid) Tyler is working on an estimate for the flooring costs now.
3. The water heater control unit was malfunctioning and was replaced. The water temperature should be in the 160* range, and instead it is less than 120*. Dave Dey is working on it as it is still under warranty.
4. The March 10th Potato Bake was a success. Nearly 300 people signed in. 280 potatoes were ordered and only 27 were left. Chili and stroganoff were all used, and the salads were also all gone. Sandi had purchased broccoli and very little was left. Spoons will be made available for young eaters. Next time we will ask for ten more salads and three more desserts. The net proceeds were \$4,415.51. Thank you again to Joyce Schriener for sponsoring this fundraiser.

NEW BUSINESS

1. The dishwasher had been malfunctioning, so the repair service was called. There were two vacuum leaks in the system which have been repaired.
2. Runza provides a discounted meal to approved senior centers. Utica has requested that they be included in the agreement in place with Seward Aging Services.
3. The Fire Department requested a rental for a soup dinner. Since this will be a fundraiser for new equipment and because they are part of the Village, there will be no charge for this rental.
4. Heritage Days will be held July 26 through 28th. After discussion, Diane S. moved and Pat seconded a motion to serve a lunch on the Saturday of Heritage Days, provided we can get a grill, and to offer coffee/rolls & cards in the morning and serve pork burgers and hot dogs for lunch. M/C.
5. Jim reported on the repairs to hail damage. The Village Board has upgraded the siding, and it will look very similar to what is on the building now. This new siding should reduce hail damage from future storms.
6. Volunteer appreciation will be done in the 1st or 2nd week of April.

MARK YOUR CALENDARS

March 21 Food truck from 2-3 pm in the parking lot by the Fire Hall
April 17 Food Safety training in Lincoln

The meeting was adjourned at 1:50pm on a motion moved by Lyn and seconded by Sandi. M/C.

The next meeting will be **APRIL 10, 2024, at 12:30pm at the Senior Center.**

Respectfully submitted,
Becky Sandman, Secretary

BOARD OF ADJUSTMENT MEETING FOR MARCH 7, 2024

The meeting was called to order by chairman Don Rut at 7:00 pm.

Board members; Todd Hemphill, Jim Bulgrin, Dave Donahue & Stan Etko were present.

Visitors; Dylan Wiemer: maintenance Supervisor
Josh Ramsey; Town Board Member

Motion by; Donahue to elect Don Rut chairman
2nd by; Bulgrin motion carried

Motion by; Donahue 2nd by; Bulgrin to elect Stan Etko as
Secretary motion carried

Discussion was held to allow Cody Nettleman @
1175 F St. to build a storage shed.

This is at Wright ^{3rd} addition Block 36
10 of 12 = E 13 lot 11

Neighbors were not happy about the shed which would
48 feet by 48 feet 14 feet side walls

Motion by; Donahue 2nd by; Hemphill to deny the building
due to distance by property line & not enough
green space
Motion Carried

Motion by Donahue 2nd by Bulgrin to deny height variance
request motion Carried (over)

Motion by Bulgrin to adjourn Andy Donahue
motion carried

Meeting ended at 7:20 p.m.

Stan Eds
Secretary

April 1, 2024 Board Meeting Maintenance Report

- Work to begin soon on the secondary force main.
- Water service was dug up and repaired in the street. Concrete has been poured back.
- Work is to begin on the "Bronco Heights" infrastructure the week of April 8th.
- New chairs were ordered for the board members meetings, they should be in before next meeting.
- Senior center siding will be replaced soon by contractor, materials are in.
- Lead line surveys went out and are still slowly making there way back in.
- Street name signs were ordered, no ETA yet on those.
- New flow switches were ordered for the pool, those will be installed before opening.
- New torsion springs were installed on the shop overhead door, we had one break.
- New sweeper is supposed to be in in April, not sure on an exact date yet.

Action Items:

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CLERK'S REPORT

April 1, 2024

19 disconnect letters sent. 12 Owners & 7 renters.
Door hangers and Disconnects are Pending April 3.

- 1) Thank you to Sharon & Jim for helping out in the office while I was gone.
- 2) Please learn all you can about the EPIC tax. This will have a big impact on the Village's financial situation. January 25th I emailed some information. If you need this information printed or sent again, let me know.

Village of Utica
 Profit & Loss
 March 2024

DRAFT

	<u>Mar 24</u>
Ordinary Income/Expense	
Income	
General Income	
Compost Sales	372.00
Bank Interest	2,647.15
County Treasurer	6,258.28
County Treasurer-Bond	1,728.90
Donation	958.00
Franchise payments	24,067.37
Insurrance Claim	32,165.97
Licenses- Occupation, dog, cigs	345.00
Licenses for Centennial	300.00
Sales Tax Collection Fee	22.39
Sales Tax revenue	8,663.16
State Equalization	7,664.62
Zoning Permits	78.80
Auditorium Income	
Rent	150.00
Total Auditorium Income	<u>150.00</u>
Total General Income	85,421.64
Pool Income-Board	
Donation	841.11
Total Pool Income-Board	<u>841.11</u>
Senior Center Income	
Fundraising - donations	4,443.25
Interest Earned-CD	875.96
Meal Contributions	1,402.50
Memorials	25.00
Rental fees	100.00
USDA reimbursement	176.40
Total Senior Center Income	<u>7,023.11</u>
Sewer Income	
Late Fee	190.00
Sewer Sales	7,924.00
Total Sewer Income	<u>8,114.00</u>
Water Income	
Late Fee	190.00
Start up	40.00
Water-Commercial	1,211.49
Water Sales	14,762.33
Total Water Income	<u>16,203.82</u>
Streets Income	
County Motor Vehicle tax	1,625.07
Sales Tax revenue	1,812.37
State Highway Allocation	11,108.14
Total Streets Income	<u>14,545.58</u>
Total Income	<u>132,149.26</u>
Gross Profit	132,149.26
Expense	
Special Expense	
ARPA Funds	1,882.50
Total Special Expense	<u>1,882.50</u>
General	

Village of Utica
Profit & Loss
March 2024

	Mar 24
Computer software & fees	0.00
Law Enforcement	504.00
Bank & CC fees	9.00
Education	217.55
Insurance Expense	1,243.17
Office Supplies	754.09
Postage	140.99
Professional Services	10,440.00
Publishing / Printing	24.54
Utilities	421.42
Auditorium	
Supplies	0.00
Utilities	211.11
Total Auditorium	211.11
Library	
Repairs & Maintenance	209.99
Utilities	183.71
Total Library	393.70
Senior Center-City paid	
Payroll	1,052.10
Payroll taxes	765.37
Profession Services	111.00
Repairs & Maint.	0.00
Utilities	637.33
Total Senior Center-City paid	2,565.80
Total General	16,925.37
Payroll	
Employee Benefits	2,739.38
Payroll Taxes	7,176.85
Payroll Wages	14,709.73
Total Payroll	24,625.96
City Fire Dept	
Professional Services	33.00
Repairs & Maintenance	3,175.50
Utilities	1,015.68
Total City Fire Dept	4,224.18
Park-City	
Mower Loan Payment	280.05
Professional Services	33.00
Utilities	274.00
Total Park-City	587.05
Pool-City paid	
Supplies	0.00
Repairs & Maintenance	463.88
Utilities	79.20
Total Pool-City paid	543.08
Senior Center	
Activities	66.26
General Supplies/Printing	32.44
Meals purchased	1,440.00
Mileage	131.00
Payroll Wages	92.35
Payroll Tax	15.30
Supplies/Kitchen	233.52
Raw Food	172.67

Village of Utica
Profit & Loss
 March 2024

	<u>Mar 24</u>
Repairs and maintenance	669.88
Total Senior Center	2,853.42
Sewer Dept	
Chemicals	2,246.25
OMR Contribution	360.00
Postage	281.99
Repairs and Maintenance	28.63
Utilities	239.60
Total Sewer Dept	3,156.47
Street Dept	
Repair labor	35.00
Automobile Expense	40.00
Equipment Rental	0.00
Equipment repair	929.90
Fuel	200.41
Maintenance wage	4,416.84
Office Supplies	59.48
Professional Services	43.70
Repairs and Maintenance	1,851.29
Sand/gravel	468.76
Small Tools	0.00
Street signs/markings	66.88
Supplies & Parts	38.13
Uniform-Dylan	0.00
Uniform-Rick	322.25
Uniform-Zach	0.00
Utilities	2,011.13
Total Street Dept	10,483.77
Water Dept	
Chemicals	901.66
Education & Licenses	172.54
Postage	281.99
Professional Services	66.00
Repairs - Maint.	1,405.49
Supplies & parts	349.11
Utilities	2,381.35
Work done by others	2,125.00
Total Water Dept	7,683.14
Total Expense	72,964.94
Net Ordinary Income	59,184.32
Net Income	59,184.32