

Utica Nebraska

Village Board of Trustees

October 2, 2023 Regular Meeting

The Village Board of Trustees met in regular session on October 2, 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, 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, Keno report, Sheriff's log, and payment of claims). RCV: Ayes: Powell, Olson, Micek, Ramsey & Swanson. Nays: None Abstain: Micek 6A. Carried

Public Comments: None

Fire Dept. Report: Deremer reports a number of fire & rescue calls this last month, 2 air monitors have been ordered, First Wireless has installed a new repeater on the tower for a new frequency to be used and that their Pork BBQ went well.

Sheriff Report: Was examined by the board. Deputy Grantski commented about trailer, 4-wheeler and occasionally a car being parked over the sidewalk on North D Street. A letter was sent, 2 Trustees have talked to him, and a citation has been written. If not removed by end of week, these things may be towed.

Zoning Inspector Report: Reports approving a permit for Staehr.

Chair Report: Reports he & Olson visited past due account and received ½ of the amount due. Clean up was done on house on house on South D street.

Park Report: Attached and made a part hereof.

Senior Center: Attached and made a part hereof.

Maintenance Report: Attached and made a part hereof. Motion Powell, seconded by Micek to approve the repair of the brakes on the JD 544H for the estimate and if any more problems are found, Dylan should contact the Chairperson. RCV: Ayes: Powell, Micek, Olson, 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, Olson & Swanson. Nays: None Abstain: None. Carried

Unfinished Business:

- 1) It was discussed and agreed that the new employee did not need to take a drug test as one was done at current job.
- 2) Mid-October a rep for meters will be out and Rita & Dylan will meet with him.
- 3) Wages were discussed in closed session.

New Business:

- 1) A) Dave Ziska discussed several funding options for paving F Street.
B) Dave also discussed the next steps for putting in the secondary waste line. He wants to have surveyors out soon.
- 2) A) Motion Powell, seconded by Olson to adopt Resolution 2023-13, Street program compliance. RCV: Ayes: Powell, Olson, Ramsey, Micek & Swanson. Nays: None Abstain: None. Carried
B) Motion Powell, seconded by Micek to adopt Resolution 2023-14 appointing Dave Ziska of Olssons as the Village Street Superintendent for 2024. RCV: Ayes: Powell, Micek, Olson, Ramsey & Swanson. Nays: None Abstain: None. Carried
- 3) Wiemer gave information on several street sweepers as the Villages' is getting quite old. Motion Olson, seconded by Powell to purchase a new street sweeper. RCV: Ayes: Olson, Powell, Ramsey, Micek & Swanson. Nays: None Abstain: None. Carried
- 4) Park budget and associated expenses were discussed. It was decided that guard incentives and other wanted items would come from their budget.
- 5) Motion Powell, seconded Ramsey to approve the design of a new swimming pool so fund raising can begin. RCV: Ayes: Powell, Ramsey, Olson & Swanson. Nays: Micek Abstain: None. Carried
- 6) Motion Micek, seconded by Powell to approve Resolution 2023-15 Sale of Personal Property of unused items. RCV: Ayes: Micek, Powell, Olson, Ramsey, & Swanson. Nays: None Abstain: None. Carried
- 7) Motion Powell, seconded Micek to approve payment of usual claims for October not yet received. RCV: Ayes: Powell, Micek, Ramsey, Olson & Swanson. Nays: None Abstain: None. Carried

Motion Powell, seconded by Micek to go into closed session at 9:29pm for the purpose of discussing employees' wages. RCV: Ayes: Powell, Micek, Olson, Ramsey, & Swanson. Nays: None Abstain: None. Carried

Motion Powell, seconded by Micek to adjourn the closed session at 9:55pm. RCV: Ayes: Powell, Micek, Ramsey, Olson & Swanson. Nays: None Abstain: None. Carried

Motion Micek, seconded by Powell to approve the list of employee wages set. RCV: Ayes: Micek, Powell, Olson, Ramsey, & Swanson. Nays: None Abstain: None. Carried

Motion Powell, seconded by Micek to adjourn at 9:59pm. RCV: Ayes: Powell, Micek, Ramsey, Olson & Swanson. Nays: None Abstain: None. Carried

Next meeting will be November 6, 2023, at 7:00 pm at the Utica Auditorium.

Claims: Black Hills Energy, services 322.79; Centennial Market, supplies 114.89; State Fire Marshal Training, services 50; D. Lurz, mileage 147.38; Pac N Save, meals 2040; Seward County Independent, services 219.07, subscription 86; NE Dept. of Revenue, fees 25, sales tax 635.58; Aqua-Chem, supplies 582.50; Olsson, services 4162.88; J & R Heating, services 625.00; Johnson Service Co., services 15185.30; First Bank, fee 9; Kinetic Leasing, loan 23839.66; Amazon, supplies 823.59; Sam's, supplies 63.88; USPS,

postage 7.41; Walmart, supplies 410.47; Dollar General, supplies 6.45; Tractor Supply, grass seed 1979.78; York Ace Hardware, supplies 152.92; Gierhan Concrete, services 18080.00; AMGL, services 4000; Barco Municipal Products, tools 474.53; One Call Concepts, services 53.10; Mierau & Co, services 110; Seward County Sheriff, services 504; Great Plains Pest, services 295; Kopchos, services 303; Advanced Office Automation, services 43.88; Verizon, services 255.12; John Deere Financial, loan 280.05; wages 17663.45; Benefits 1516.13; taxes 4297.85.

Submitted by

Rita Maier

Clerk/Treasurer

Utica, Nebraska
Parks & Pool Board Meeting Minutes
For September 17, 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, Megan Outhet, Tori Gierhan, Kenna Kucera, Danae Stuhr, Desi Perry, and Diana Tomes.
Supervising Village Board member Sharon Powell.

The monthly meeting of the Utica Parks & Pool Board was called to order at 6:30 pm on September 17, 2023 in the Village Auditorium by Autumn Walford. The chair stated that the open meetings act is located on the back wall for review.

.Approval of Agenda

Motion by Tori, second by Megan to accept the agenda. RCV: Autumn Walford, Megan Outhet, Tori Gierhan, Kenna Kucera, Danae Stuhr, and Desi Perry. All Ayes

II. Review of Previous Minutes

Motion by Kenna, second by Tori, to accept the minutes from the August board meeting. RCV: Autumn Walford, Megan Outhet, Tori Gierhan, Kenna Kucera, Danae Stuhr, and Desi Perry. All Ayes

III. Consideration of Public Comments

\There were no public comments made at the September board meeting.

IV. Consideration of Old Business

- Total from Tim Gierhan Memorial Tournament- \$630.50. Of that \$194 was from donations.
- Showcased the Park and Pool Logo that Bronson Gierhan Designed as a Donation to the Parks and Pool. The village board approved.

- Motion by Kenna, second by Tori to move forward with the current/final pool design. RCV: Autumn Walford, Megan Outhet, Tori Gierhan, Kenna Kucera, Danae Stuhr, and Desi Perry . All Ayes

V. Consideration of New Business

- Discussion was had and spreadsheet was created that will hold all of our funding resource discoveries and is shared with all board members to reference and add to as needed.
- Discussion was had about grain accounts for the Park and Pool Project this harvest. Will come back to this topic at a later date.
- Discussion was had about Sponsorship Levels for Pool Project. The committee agreed upon the following:
 - Diamond Level- \$100,000 and Up
 - Platinum Level- \$50,000-\$99,999
 - Gold Level- \$20,000-\$49,999
 - Silver Level- \$5,000-\$19,999
 - Bronze Level- \$1,000-\$4,999
 - Partners- \$500-\$999
 - Partners will be listed on a plaque with the name, business, etc. chosen by the donor. All other levels will be displayed at the pool in a way to be determined. Diamond and Platinum level Sponsor will be honored/recognized at ribbon cutting/pool opening.
- Discussion was had about the Fundraising Committee. Spreadsheet will be made that will be shared with all park and pool board members as well as fundraising committee members to reference and use as fundraising opportunities arise. Meeting with the fundraising committee was set for October 8, 2023 at 6:00pm at the Auditorium. Autumn will be sending out the invite to those committee members.
- Set November Meeting Date- November 12th

Next meeting will be held on October 8, 2023 @ 6:30, 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 @ PM **8:30** by Autumn Walford

Minutes submitted by: Kenna Kucera and Autumn Walford

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

UTICA AGING SERVICES COMMISSION

Sept. 13, 2023 @ 12:30 p.m. at the Utica Senior Center

PRESENT: Karon Rodgers, (Chairperson), Sandi Swanson, Jim Swanson, Jody Wiemer, Ken Baack, Linda Springer, Don Rut, Pat Koch, & Diane Lurz (manager)

ABSENT: Ron Erks. Becky Sandman

GUEST: Lyle Lurz

Karon called the meeting to order at 12:30 p.m.

Minutes of the August meeting were e-mailed to members prior to the meeting. A motion to approve the minutes was made by Linda and seconded by Pat.

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

- Open 9 days in August
- 265 congregate approved meals
- 29 "to go" meals that qualify as HDM congregate meals
- 1 "to go" meal non-approved as HDM
- 3 Senior Center meal non-approved (eat-in guest under 60)
- 298 total meals
- 135 Exercise hours (8 people)
- 284 Social hours (56 people)
- 100+ newsletters were distributed
- 8 Blood pressure checks
- 0 Rentals in August (1 September rental is scheduled)
- 71 Volunteer hours provided (averaging 8 per meal day)
- Diane presented a nutrition lesson Aug. 4th "How Long is Too Long"
- August programs included an interview with Loyd & Marlene Erks, Senator Jana Hughes presentation, open for cards & visiting, craft with Autumn, Bring an OLD item to share about, Horse Racing, a pitch tournament, A Sunday "Bill Giffin" presentation, and BINGO with Carla from Kinship Pointe.
- Diane reported on the Aging Partners Review & Monitoring information that Laura and Kathy Ruzicka came to review and monitor. We will know the results in a few months.
- Diane and Lyle did not attend any Village of Utica meetings in August.

- The Bill Giffin Presentation and meal on Sunday, August 20, 2023 was attended by 48 people for the program and meal. \$405 was raised after expenses. The brats, chips, sundaes, and desserts were wonderful.
- Pac N Save Deli started providing our meals on August 25, 2023. The cost is \$6.00 per meal and so far the quality has been good. Lyle and Diane are picking up the meals with their car. We are averaging 40 guests each Wednesday.
- The Seward County Aging Services Advisory Board will be up and running again according to Commissioner Raegan Hain. They are looking for volunteers to be on this board. Diane shared a copy of the Seward County Aging Services Advisory Board recently amended Bylaws.

FINANCIAL REPORT

Expenses Paid in August:

-Meals Purchased TNT	\$1,592.50
-Payroll Wages (cleaning)	109.66
-Payroll Taxes	18.18
-Activities	49.87
-Raw Food	795.33
-Supplies/Kitchen	101.25
-Supplies/printing	61.33
Expense Total	\$ 2,728.12

Income deposited in August:

-Meal Contributions	1,210.05
-Fundraiser Donations	463.00 (Bill Giffin meal)
-Rentals	200.00
-Aging Partners	1,500.00
- Income total	\$3,373.05

- Rita reported the ending balance in the Village Account on August 31, 2023
 \$ 22,023.04 in the Village Revolving Fund
 339.00 Debit Card
+ 15,806.35 Gift Trust/Savings Account (Memorials)
 \$ 38,168.39

\$ 67,400.13 in the Gift Trust (CD) account
 \$105,568.52

Following discussion about finances, Linda made a motion to take \$15,000 from the Gift Trust/Savings Account (memorials) and purchase a 9 month CD at 5% interest rate at First Bank of Utica. Don seconded the motion. Motion passed. Jody and Karon planned to go to the bank following the meeting.

*The CD was purchased on Sept. 13th. Rita and Jim Swanson signed on the transfer from the Gift Trust Savings account.

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

OLD BUSINESS:

1. Chairs with Armrests

It was decided that we need to purchase 2 of these chairs.

Diane will look for two that will closely match the ones we have.

2. Bill Giffin Bicycle Across America Presentation/Sunday Night Sundaes

This event was very informative and entertaining. The brat meal was great also. People donated amazing desserts.

3. Joyce's Utica Presentation

Joyce would like to do her presentation about Utica's early days on a Sunday night at a later date.

NEW BUSINESS:

1. Hot Boxes and Carts

Two hot boxes and carts were purchased for transporting food from Pac n Save. They work well with the disposable containers that the food is packed in. The food is staying hot. Many compliments on the food.

2. Mileage

It is 25 miles round trip to pick up meals. The IRS rate for mileage is \$0.655 per mile. The cost of meals at Pac N Save is \$6.00 per meal. This is 50 cents less than we were paying TNT. Adding the cost of mileage, is almost equal to the 50 cent difference in meal costs.

Sandi made a motion to pay this mileage cost to Diane Lurz. Linda seconded the motion. Motion carried.

3. Aging Partners Area Wide Meeting

This meeting has been cancelled. It had been planned for Sept. 21st.

4. Next Potato Bake is October 22, 2023

Members volunteered services and food items.

5. Desserts for Wednesday and Friday Meals

Following discussion, it was decided to continue allowing desserts to be donated for meals. If no one signs up for a certain day, it is just fine that no dessert will be served.

6. Kathy Ruzicka Retired:

Kathy retired on September 7th. We will begin sending Sandy Shaw the minutes from our meetings. Diane will send a retirement card to Kathy. The Aging Services offices will be moved to a different office.

MARK YOUR CALENDARS

September 21...Food Bank 3-4 p.m.

October 22.....Potato Bake

Pat made a motion to adjourn the meeting. Sandi seconded the motion. Motion passed. The meeting was adjourned at 1:45 pm.

The next meeting is scheduled for **Wednesday, October 11, 2023 at 12:30 at the Utica Senior Center.**

Respectfully Submitted,

Jody Wiemer, Secretary

October 2, 2023 Board Meeting Maintenance Report

- The first round of street repairs was completed. We will also work on patching and tarring as time and weather allow this fall.
- WTP computer/SCADA issue seems to be resolved. New battery backups were put in place.
- New employee to start Oct. 2
- Street sweeper update.
- All backup generators are now in service and remote monitoring is installed.
- Brakes on JD 544H repair quote.
- Auditorium wall was painted, may need additional coats.
- Insurance list was updated to include new water reel and backup generators.
- New safety lights that were purchased with LARM safety grant were installed on maintenance pickups.
- Winterization of parks/RR will take place once we reach freezing temperatures.
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Action Items:

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CLERK'S REPORT

October 2, 2023

29 disconnect letters sent. 21 Owners & 8 renters.
7 Door hangers 1 Disconnect.

1) Concerns

Village of Utica
 Profit & Loss
 September 2023

DRAFT

	Sep 23
Ordinary Income/Expense	
Income	
General Income	
Labor income	1,400.00
Compost Sales	388.25
Bank Interest	3,092.79
County Treasurer	52,478.15
County Treasurer-Bond	14,497.04
Franchise payments	22,982.61
Insurrance Claim	12,959.95
Licenses- Liquor, tobacco & dog	10.00
Sales Tax Collection Fee	19.78
Sales Tax revenue	10,566.30
State Equalization	7,971.01
TIF pass through	1,229.64
Zoning Permits	33.00
Auditorium Income	
Rent	75.00
Total Auditorium Income	75.00
Total General Income	127,703.52
Rural Fire District Income	
Fire District	15,342.86
Total Rural Fire District Income	15,342.86
Park Income-City	
RV camp fee	245.00
Total Park Income-City	245.00
Pool Income-Board	
Concessions	395.76
Donation	194.00
Total Pool Income-Board	589.76
Senior Center Income	
Fundraising - donations	30.00
Interest Earned-CD	679.55
Meal Contributions	2,548.00
Rental fees	100.00
USDA reimbursement	368.20
Total Senior Center Income	3,725.75
Sewer Income	
Late Fee	230.00
Tap Fee-S	200.00
Sewer Sales	8,209.00
Total Sewer Income	8,639.00
Water Income	
Late Fee	230.00
Tap Fee-W	400.00
Start up	20.00
Water-Commercial	1,321.41
Water Sales	21,566.81
Total Water Income	23,538.22
Streets Income	
County Motor Vehicle tax	2,573.01
Sales Tax revenue	2,368.70
State Highway Allocation	10,857.30

DRAFT

Village of Utica
Profit & Loss
September 2023

	Sep 23
Total Streets Income	15,799.01
Total Income	195,583.12
Gross Profit	195,583.12
Expense	
General	
Dues & Fees	25.00
Law Enforcement	504.00
Bank & CC fees	18.00
Insurance Expense	-105.27
Insurance repairs	12,959.95
Office Supplies	345.76
Postage	77.17
Professional Services	158.00
Publishing / Printing	117.58
Repairs & Maintenance	21.95
TIF pass-through	1,229.64
Utilities	274.28
Work by Others	1,380.00
Auditorium	
Repairs and Maintenance	130.97
Utilities	211.47
Total Auditorium	342.44
Library	
Utilities	112.30
Total Library	112.30
Senior Center-City paid	
Payroll	884.02
Payroll taxes	819.32
Profession Services	98.00
Repairs & Maint.	0.00
Utilities	435.53
Total Senior Center-City paid	2,236.87
Total General	19,697.67
Payroll	
Employee Benefits	1,492.43
Payroll Taxes	6,376.10
Payroll Wages	14,666.32
Total Payroll	22,534.85
City Fire Dept	
Professional Services	48.00
Utilities	636.44
Total City Fire Dept	684.44
Rural Fire District	
Equipment Purchase	17,039.75
Fuel	95.59
Total Rural Fire District	17,135.34
Park-City	
Improvements & Equipment	53.71
Payroll wages	200.87
Professional Services	48.00
Repairs and Maintenance	1,979.78
Supplies	131.00
Utilities	490.00

Village of Utica
Profit & Loss
 September 2023

	<u>Sep 23</u>
Total Park-City	2,903.36
Pool-City paid	
Chemicals	0.00
Supplies	0.00
Repairs & Maintenance	3,000.00
Utilities	199.92
	<u>3,199.92</u>
Total Pool-City paid	3,199.92
Pool-Board paid	
Concession supplies	-15.68
	<u>-15.68</u>
Total Pool-Board paid	-15.68
Senior Center	
Activities	3.94
General Supplies/Printing	95.86
Meals purchased	474.00
Mileage	32.75
Payroll Tax	0.00
Postage	2.31
Supplies/Kitchen	787.17
Raw Food	183.01
Repairs and maintenance	625.00
Utilities	44.00
	<u>2,248.04</u>
Total Senior Center	2,248.04
Sewer Dept	
Chemicals	1,901.00
OMR Contribution	360.00
Postage	144.15
Professional Services	4,162.88
Repairs and Maintenance	55.00
Supplies & Parts	120.64
Utilities	219.99
Work by others	13,840.35
	<u>20,804.01</u>
Total Sewer Dept	20,804.01
Street Dept	
Automobile Expense	29.21
Equipment repair	156.77
Fuel	1,932.86
Office Supplies	107.66
Paving Project contribution	13,000.00
Professional Services	48.00
Repairs and Maintenance	0.00
Sand/gravel	14.00
Uniform-Dylan	39.96
Uniform-Rick	80.54
Utilities	1,725.21
	<u>17,134.21</u>
Total Street Dept	17,134.21
Water Dept	
Chemicals	582.50
Postage	144.15
Professional Services	81.00
Supplies & parts	132.18
Utilities	1,625.03
Work done by others	1,200.00
	<u>3,764.86</u>
Total Water Dept	3,764.86
Total Expense	<u>110,091.02</u>
Net Ordinary Income	<u>85,492.10</u>