

Utica Nebraska

Village Board of Trustees

April 3, 2023 Regular Meeting

The Village Board of Trustees met in regular session on April 3, 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.

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

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). RCV: Ayes: Powell, Micek, Olson, Ramsey & Swanson. Nays: None Abstain: Micek 5A. Carried.

Public Comments: None

Fire Dept. Report: Powell reported that calls were down in March and that the department is looking at 2 companies for the new squad.

Sheriff Report: Was examined by the board.

Zoning Inspector Report: Reports 2 permits approved, Brauer and Zegar. He has 2 new permits to look at. Talked about 2 trailers that will be moving into trailer park.

Chair Report: Time to renew contract for compost site, 650 Centennial property looks much better and board members should create a list of properties that need attention.

Park Report: Attached and made a part hereof. Motion Powell, seconded by Olson for Park Board to purchase a cash register for the swimming pool. RCV: Ayes: Powell, Olson, Micek, Ramsey & Swanson. Nays: None Abstain: None. Carried.

Senior Center: Attached and made a part hereof.

Maintenance Report: Attached and made a part hereof. The Board gave the okay to haul old sand spreader off for scrap. Motion Micek, seconded by Powell to enter into contract with Johnson Service to clean & inspect sewer system in 5 sections of the Village, paying the \$10319 fee and up to \$4681 in additional costs for this year and then to budget \$15,000 each year after for the remaining 4 sections to be done. RCV: Ayes: Micek, Powell, Ramsey, Olson & 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 Olson to accept all of the reports. RCV: Ayes: Powell, Olson, Micek, Ramsey & Swanson. Nays: None Abstain: None. Carried.

Unfinished Business:

- 1) Representative will come to the May meeting.
- 2) Motion Powell, seconded by Micek to approve Resolution 2023-3 Call-in policy. RCV: Ayes: Powell, Micek, Olson, Ramsey & Swanson. Nays: None Abstain: None. Carried.

New Business:

- 1) Olson reported talking to the State and to the League about accepting donations, grants, and other funds into the LB 840 account. This would require amending the original

ordinance, a public hearing, and the approval of the Board. Motion Olson seconded by Powell that we advertise for a public hearing at our May meeting to amend the LB 840 policy so other funds besides the sales tax that the Village receives can be accepted. RCV: Ayes: Olson, Powell, Ramsey, Micek & Swanson. Nays: None Abstain: None. Carried.

- 2) Motion Micek, seconded by Ramsey to approve Resolution 2023-8 with new information and to include 2 signers, one from the Village (Chair, clerk or alternate) and one from the Aging Commission (Chair or alternate). RCV: Ayes: Micek, Ramsey, Olson & Swanson. Nays: None Abstain: Powell. Carried.
- 3) Motion Micek, seconded by Powell to approve hiring of John Marsh as a co-ballfield manager. RCV: Ayes: Micek, Powell, Ramsey, Olson & Swanson. Nays: None Abstain: None Carried.
- 4) Motion Powell, seconded by Micek to have the Goodwill Truck come during Utica Days for pick up after garage sales with several locations suggested. RCV: Ayes: Powell, Micek, Olson, Ramsey & Swanson. Nays: None Abstain: None. Carried.
- 5) Motion Micek, seconded by Powell to have 501 G street pay for ½ of having water removed from the property and all of the capping of the sewer. RCV: Ayes: Micek, Powell, Ramsey, Olson & Swanson. Nays: None Abstain: None Carried.
- 6) Motion Olson, seconded by Powell to approve the audit for 2021-2022 by AMGL. RCV: Ayes: Olson, Powell, Micek, Ramsey & Swanson. Nays: None Abstain: None Carried.

Motion Powell, seconded by Micek to adjourn at 8:55. RCV: Ayes: Powell, Micek, Ramsey, Olson, & Swanson. Nays: None Abstain: None. Carried.

Next meeting will be May 1, 2023, at 7:00 pm at the Utica Auditorium.

Claims: Central Valley Ag, fuel 1785.96; Centennial Market, supplies 445.68; NE Rural Water Assoc., education 350; York county mutual aid, services 500; Filament Essential Services, services 2000; Solheim Law Firm, 150; Shaffer Communications, equipment 1656; One Call Concepts, services 17.94; TNT, meals 1631.50; McCormick's Heating & Air, services 1191.69; Advanced Office Automation, services 57.38; N. Baack, services 500; D Wiemer, services 729.69; R Hemphill, services 100; Norris Public Power, services 4042.02; Credit Card, meals at conference 71.24; Dollar General, supplies 23.60; Walmart, supplies 125.28; Amazon, supplies 95.66; Holiday Inn, room at conference 574.75; Mierau & Co, services 110; Great Plains Pest, services 220; Kopchos, services 142; Quadiant Finance USA, postage 250; Beaver Hardware, supplies 153.69; Seward County Independent, services 24.87; Utica Parts & Service, supplies 63.91; CNH Industrial Accounts, loan payment 4883.20; S. Cradick, repairs 114.52; Verizon, services 165.60; Seward County Sheriff, services 504; Black Hills Energy, services 1171.47; Windstream 1025.58; John Deere Financial, loan payment 280.05; Gierhan Concrete, services 1200; JR's Bobcat & Service, services 1300; G works, services 6300; NE Public Health, services 33; Municipal Supply, supplies 2084.69; Vesperis, supplies 535; Wages 14488.02; Benefits 2011.97; taxes 6997.71.

Submitted by
Rita Maier
Clerk/Treasurer

Minutes of the Utica Parks & Pool Board Meeting

Held on **March 26, 2023** in the Village of Utica Auditorium

Present: Autumn Walford, Kenna Kucera, Danae Soliz, Diana Tomes, Megan Outhet, Colette Stelling, Stephanie Cradick and Tori Gierhan

Supervising Village Board member Sharon Powell.

The monthly meeting of the Utica Parks & Pool Board was called to order at 6:40 pm on **March 26, 2023** in the Village Auditorium by **Autumn Walford**.

I. Approval of Agenda

Steph Cradick requested to be added to the agenda regarding the Play it Forward sports equipment. After doing so, the agenda for the meeting was distributed and approved by a majority of those present. All Ayes approved agenda.

II. Review of Previous Minutes

The minutes of the previous meeting were reviewed and unanimously approved.

III. Consideration Of Open Issues

- Discussion about Park/Pool/Ballfields location. Steph Cradick made the motion to apply for the Sunderland Foundation Grant for full project and then revote if denied. All Ayes.
- We are asking Village Board for a trailer load of free mulch to put around the merry-go-round and slides at the pool park.
- Kenna made a motion to up the cost of public swim lessons to \$30 a child and then \$20 for any additional children. As well as to open the pool from 12-1 for private swimming lessons by appointment only. All Ayes.
- Private swimming lessons will be kept at \$80 for 5 lessons, \$75.00 to the guard and \$5.00 to the Village.

- Autumn made a motion to request to use village debit card to purchase food/drink for pool concessions for \$1,000 or less and to eliminate punch cards for concessions. Danae Second. All Ayes..
- Autumn made a motion to keep public prices the same for the 2023 swim season. Kenna second. All Ayes.
- Autumn made a motion to request the purchase of 2 small and 1 medium life jacket, 1- 40 inch tube and 1-50 inch tube, whistles for all the guards, and 2 mesh chairs. Tori Second. All Ayes.
- Autumn made a motion to purchase a cash register for the pool for approximately \$150. Steph Second. All Ayes.
- The Park and Pool Board is asking to reserve the auditorium on May 3rd for an ice cream social from 5:30-7:30. With the hopes of working together with UBO, Utica Fire, and The Foundation to showcase their 501-3c projects they are promoting during the week of Seward County Gives week..
- The Park and Pool Board decided to forego moving forward with the street dance this year.

Next meeting will be held April 30th,2023 @6:30pm at the village auditorium.

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

Meeting was adjourned @ 9:30 pm by Autumn Walford. Minutes submitted by: Colette Stelling/
Kenna Kucera

UTICA AGING SERVICES COMMISSION

Mar. 15, 2023 @ 1:35 p.m. at the Utica Senior Center

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

GUEST: Lyle Lurz

Karon called the meeting to order at 1:35 p.m.

Minutes of the February meeting were e-mailed to members prior to the meeting.

A motion to approve the minutes was made by Ron and seconded by Becky. Motion passed.

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

- 232 congregate approved meals
- 16 "to go" meals
- 6 "to go" meal non-approved as HDM
- 1 Senior Center meal non-approved (eat-in guest under 60)
- 255 total meals
- 8 "Home Delivered Meals"
- Open 8 days for meals and activities
- 164 Exercise hours (13 people)
- 302 Social hours (64 people)
- 110 newsletters were distributed
- 12 Blood pressure checks
- 4 Rentals in February (2 rentals are planned for March.)
- 91 Volunteer hours provided (averaging 8 per meal day)
- Diane presented a nutrition lesson Feb 24th about Nuts for Nutrition
- Diane and Lyle attended the Village Board meeting Feb 6th
- Diane and Lyle attended the Heritage Days meeting on Feb. 23rd.
- February programs included "Dealing with Dementia" by Sue Ann Henning from Angel Care, Kindergarteners make Valentines for Veterans, Share a Valentine memory, future Senior Care in Utica presentation, Caroline Heidorn interview, BINGO with Carla from Kinship Pointe, and Sunday program by Michael Forsberg with Soup and Sundaes following.
- TNT will provide our meals through August 2023 and possibly longer.

- Mr. Brauer reported that the new cook at St. Paul's is not prepared to take on our Senior Center meals and may not be staying on for the next school year.
- April 19th Bronco Spur is donating pizza. Diane will be gone for a Food Handler's certification training. She encouraged all who volunteer in the kitchen to also attend.
- April 21st will be "Crazy Tacos" with the hamburger being prepared by TNT.
- Aging Partners Annual Budget proposal for fiscal year 2023-2024 has been completed, submitted, and accepted.
- Sunday Night Program (Michael Forsberg) with Soup & Sundaes was February 26th. 110 people attended the program and meal. Jerry & Linda Springer provided a Thrivent Card which left only \$100 in expenses to cover. After expenses, \$992.00 was raised in donations.
- Correspondence: A thank you was shared from Diane Lurz.

- **FINANCIAL REPORT**

- Expenses Paid in February:

-Meals Purchased TNT	\$ 845.00	(1/2 month)
-Payroll Wages (cleaning)	57.72	
-Payroll Taxes	9.56	
-Activities	2.44	
-Raw Food	34.07	
-Repairs/Maintenance	85.00	(Refrigerator ice maker repair)
-Supplies/Kitchen	107.40	
-Supplies/printing	66.46	
<u>Expense Total</u>	<u>\$ 1,207.65</u>	

- Income deposited in February:

-Rentals	500.00	
-Meal Contributions	1,154.50	
-Fundraiser	982.00	(+10 received earlier for Forsberg Program)
-Memorials	372.50	
-USDA reimbursement	388.50	
-State/Federal Payment	1,500.00	
- <u>Interest on CDs</u>	<u>47.80</u>	
- Income total	\$4,945.30	

- Rita reported the ending balance in the Village Account on Feb. 28, 2023
 \$ 46,411.06 in the Village Revolving Fund
 412.12 Debit Card
+ 13,624.65 Gift Trust/Savings Account (Memorials)
 \$ 60,447.83

\$ 34,046.45 in the Gift Trust (CD) account
 \$ 94,494.28

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

OLD BUSINESS:

1. Hail Damage to Sign/Message Board Repairs
 Nothing new to report
2. Aging Commission Annual Budget
 Diane presented the budget which had been accepted by Aging Partners.
 Thank you to Diane for all of your hard work!
3. Updated Rental Information Sheet
 Diane shared the rental agreement and information sheet with the board.
4. Ice Maker Repaired
 Appliance Medic LLC repaired the kitchen refrigerator ice maker. The cost was \$85.00
5. Culligan Reverse Osmosis Installed
 The reverse osmosis was installed on February 17th. The cost was \$1,623.04.
 It is working well.
6. 2022 Memorial Donations List
 Diane provided a list of memorial donations totaling \$1,025.00.

NEW BUSINESS:

1. Donation Jar for Appreciation of Michael & Patty Forsberg Presentation
 Following discussion, it was decided to not accept donations at this time.
 Jody made a motion to make Michael Forsberg books available for purchase

at the Senior Center. Also included in this motion was to purchase several of Michael Forsberg's books to be included in the Senior Center Library. Pat seconded the motion. Motion passed. Linda will bring books to the Senior Center.

2. Meals Covered

April 19th and 21st meals have been covered. (See Manager's Report)

3. Lyle and Diane will be gone June 22-23

for Diane's Mom's memorial in Colorado.

They will also be gone July 21st for son's wedding in South Dakota.

4. Merle's Garden Center Lawn Treatment Contract (5 treatments for \$199.50

Following discussion, Linda made a motion to keep the lawn service with Merle's Garden Center. Don seconded the motion. Motion passed.

5. CD Update

Jody shared information sent by Rita at the Village Office regarding CD #15410. This CD may have been inaccurately written in the name of "Village of Utica" rather than "Utica Aging Services Gift Trust Account" on March 23, 2005. After looking up the minutes and financial report from the Aging Commission board minutes from March 10, 2005 and Utica Senior Center Financial Report dated March 31, 2005, it appears that a CD was to have been purchased for \$2,000. This information has been shared with Rita and also with First Bank of Utica.

Discussion took place regarding the low interest rates on our current CDs. First Bank of Utica is currently offering a 21 month CD at 4% with a minimum of \$5,000.

Following discussion, Linda made a motion to move \$30,000 from our checking account to 6 CD's at \$5,000 each. Sandi seconded the motion. Motion passed.

Jody, Don, and Diane made an appointment with Keaton Kucera at First Bank of Utica, to meet with him about possibly taking a penalty on the current CD's (which are all under 1% interest) and writing new CD's to receive the 4% rate. (see addendum for results of this meeting)

MARK YOUR CALENDARS:

March 22...sign-up and infomercial for Step-on class beginning April 18th

March 24...Lincoln Food Bank in parking lot by the fire department

July 29.....Utica Heritage Days meal at the Senior Center

Sandi made a motion to adjourn the meeting. Ron seconded the motion.
Motion passed. The meeting was adjourned at 3:00 pm.

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

Respectfully Submitted,

Jody Wiemer, Secretary

*Addendum: The meeting at First Bank of Utica resulted in a \$111.15 penalty for cashing in the current CDs early. However, that penalty will be made up in less than one quarter by converting those CDs to 2 - \$18,000 CDs at 4% rate for 21 months.

Don, Jody, and Diane recommend the following:

- Purchase 6 CD's valued at \$5,000 each from our checking account (\$30,000)
- Purchase 2 CD's valued at \$18,000 each from our current CDs (\$36,000)
- Take the \$111.15 penalty to cash in the current CDs.

Interest earned over the 21 months should be approximately \$4,800.

April 3, 2023 Board Meeting Maintenance Report

- Crushed rock as ordered and delivered to South ball field parking area; we will be getting more for the North parking.
- Tree/brush pile was burnt.
- Concrete from street and other projects was hauled out along with the street sweepings and ash pile.
- We had an issue with the level sensor probe in the recycle basin at the treatment plant, it needed to be replaced.
- CCR report was sent out.
- We would like to haul in the sand spreader for scrap, the entire bottom and sides are rusted through now.
- Lawn mowers and power equipment is being serviced and prepped for upcoming season.
- West well drip line needed to be repaired as it had several leaks.
- Discuss water/sewer bill.
- Discuss over seeding ballfields

Action Items:

- Johnson Service Quote
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CLERK'S REPORT

April 3, 2022

18 disconnect letters sent. 14 Owners & 4 renters.

Door hangers

- 1) 1st Street landscaping.
 - A) Have 1 volunteer to weed this summer.
 - B) Preen in beds.
 - C) Mulch for 4/14 help from Centennial students
- 2) 1st street pots
 - A) order direct-sun plants
 - B) Have businesses that will water.
- 3) Spring newsletter
- 4) Backflow letter
- 5) Concerns

Utica Keno
February, 2023

Gross Sales	<u>100.00%</u>	<u>\$3,624.60</u>
Prizes (Payouts)	<u>50.6762%</u>	<u>\$1,836.81</u>
Operator Commission	<u>14.0000%</u>	<u>\$507.44</u>
Add'l Amt. owed oper....		\$0.00
City Share	<u>31.4820%</u>	<u>\$1,141.10</u>
Uncollected Winnings	<u>3.8418%</u>	<u>\$139.25</u>
State+Uncoll.+City Total to city		<u>\$1,280.35</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
 March 2023

	Mar 23
Ordinary Income/Expense	
Income	
General Income	
Compost Sales	396.75
Bank Interest	1,595.53
County Treasurer	7,748.24
Franchise payments	27,824.41
Keno Proceeds	1,280.35
Licenses- Liquor, tobacco & dog	480.00
Miscellaneous Income	186.97
Sales Tax Collection Fee	19.31
Sales Tax revenue	10,078.13
State Equalization	7,676.57
Zoning Permits	50.00
Total General Income	57,336.26
Pool Income	
County Treasurer-Bond	1,715.87
Total Pool Income	1,715.87
Senior Center Income	
Fundraising - donations	2,813.75
Interest Earned-CD	-141.01
Meal Contributions	2,017.00
Meals on Wheels	120.00
Rental fees	200.00
USDA reimbursement	328.30
Total Senior Center Income	5,338.04
Sewer Income	
Late Fee	20.00
Sewer Sales	8,359.00
Total Sewer Income	8,379.00
Water Income	
Late Fee	20.00
Start up	20.00
Water-Commercial	1,403.03
Water Sales	17,020.70
Total Water Income	18,463.73
Streets Income	
Sales Tax revenue	3,977.01
State Highway Allocation	10,669.39
Total Streets Income	14,646.40
Total Income	105,879.30
Gross Profit	105,879.30
Expense	
General	
Dues & Fees	100.00
Law Enforcement	504.00
Bank & CC fees	9.00
Education	276.73
Miscellaneous Expense	20,000.00
Office Supplies	21.58
Postage	19.19
Professional Services	180.50
Publishing / Printing	227.04
Utilities	320.29
Work by Others	1,200.00

**Village of Utica
Profit & Loss
March 2023**

	Mar 23
Auditorium	
Utilities	141.76
Total Auditorium	141.76
Library	
Utilities	155.19
Total Library	155.19
Senior Center-City paid	
Payroll	1,292.61
Payroll taxes	763.10
Profession Services	98.00
Repairs & Maint.	1,226.68
Utilities	500.49
Total Senior Center-City paid	3,880.88
Total General	27,036.16
Payroll	
Employee Benefits	2,463.85
Payroll Taxes	5,596.03
Payroll Wages	20,445.09
Total Payroll	28,504.97
City Fire Dept	
Professional Services	33.00
Utilities	864.08
Total City Fire Dept	897.08
Rural Fire District	
Equipment Purchase	1,817.50
Total Rural Fire District	1,817.50
Park	
Mower Loan Payment	280.05
Professional Services	33.00
Utilities	242.00
Total Park	555.05
Pool	
Permits	80.00
Utilities	66.58
Total Pool	146.58
Senior Center	
Activities	60.63
General Supplies/Printing	93.86
Meals purchased	2,496.00
Miscellaneous	0.00
Payroll Wages	103.90
Payroll Tax	17.20
Supplies/Kitchen	115.22
Raw Food	154.45
Repairs and maintenance	1,822.54
Total Senior Center	4,863.80
Sewer Dept	
OMR Contribution	360.00
Postage	38.39
Supplies & Parts	1,382.50
Utilities	277.73
	2,058.62

Village of Utica
Profit & Loss
March 2023

	Mar 23
Total Sewer Dept	2,058.62
Street Dept	
Equipment repair	382.00
Fuel	151.00
Professional Services	33.00
Utilities	1,680.22
Total Street Dept	2,246.22
Water Dept	
Chemicals	1,066.28
Postage	38.39
Professional Services	66.00
Repairs - Maint.	2,950.00
Utilities	2,160.32
Total Water Dept	6,280.99
Total Expense	74,406.97
Net Ordinary Income	31,472.33
Net Income	31,472.33