

Utica Nebraska

Village Board of Trustees

**May 1 2023 Regular Meeting**

The Village Board of Trustees met in regular session on May 1, 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.

LB 840 Hearing was opened. Discussion about the funding changes to also include donations, grants, State funds, and Federal funds. No comments about adding additional funding methods. The board discussed the addition to the Ordinance to include verbiage that the donator can designate who the funds should go to. Also discussed that these changes are in accordance with state statutes. Motion Powell, seconded by Micek to table vote on Ordinance 791 until the next meeting. RCV: Ayes: Powell, Micek, Olson, Ramsey & Swanson. Nays: None Abstain: None. Carried.

Hearing was closed at 7:14pm.

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

**Public Comments:** None

**Fire Dept. Report:** Chief reported 3 fires, 8 squad calls; upcoming training and a presentation for the Senior Center.

**Sheriff Report:** Was examined by the board. Reported that the car in Conns Park parking would be moved in the next few days.

**Zoning Inspector Report:** None

**Chair Report:** Reported that the compost rent went up for the next 2 years.

**Park Report:** Motion Powell, seconded by Micek to approve hiring of lifeguard C. Stelling. RCV: Ayes: Powell, Micek, Ramsey, Olson & Swanson. Nays: None Abstain: None. Carried

**Senior Center:** New hot water heater was installed today. Motion Micek, seconded by Olson that the Village would pay for the water heater. RCV: Ayes: Micek, Olson, Ramsey, Powell & Swanson. Nays: None Abstain: None. Carried

**Maintenance Report:** Attached and made a part hereof. Motion Powell, seconded by Micek to approve purchase of 20 bags of street patch. RCV: Ayes: Powell, Micek, Olson, Ramsey & Swanson. Nays: None Abstain: None. Carried

**Clerk Report:** Attached and made a part hereof. Motion Powell, seconded by Olson to open a checking account for the public funds of the Rescue squad. RCV: Ayes: Powell, Olson, Micek, Ramsey & Swanson.

Nays: None Abstain: None. Carried. Motion Ramsey, seconded by Powell to deposit the donation money Village received to the Rescue Squad sinking fund. RCV: Ayes: Ramsey, Powell, Olson, Micek & Swanson. Nays: None Abstain: None. Carried. Motion Powell, seconded by Micek to continue with Trash Panda for recycling container at the Senior Center even though the price has gone up. RCV: Ayes: Powell, Micek, Olson, Ramsey & Swanson. Nays: None Abstain: None. Carried. Motion Olson, seconded by Powell to approve paying May's monthly bills that have not been received yet. RCV: Ayes: Olson, Powell, Micek, Ramsey & Swanson. Nays: None Abstain: None. Carried. Motion Powell, seconded by Micek to approve renewing QuickBooks. RCV: Ayes: Powell, Micek, Ramsey, Olson & Swanson. Nays: None Abstain: None. Carried

**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, Ramsey, Micek & Swanson. Nays: None Abstain: None. Carried

#### **Unfinished Business:**

#### **New Business:**

Added) Viking: Motion Powell, seconded by Micek to enter into contract with Viking Industrial Painting for maintenance on the water tower. RCV: Ayes: Powell & Swanson. Nays: Micek, Olson, Ramsey. Abstain: None. Failed

- 1) Melissa Money-Beecher presented information on a trap-neuter-return cats program for cats in the Village that are not owned by any individual. Board to seek individuals who could help feed and then trap feral cats and discuss the plan further.
- 2) Epp Concrete discussed a solution to the swimming pool joint problem. Motion Micek, seconded by Powell to approve Epp Concrete contract. RCV: Ayes: Micek, Powell, Micek, Ramsey, Olson & Swanson. Nays: None Abstain: None. Carried
- 3) Board of Adjustment recommended to allow property at Utica Addition, Block 16, lot 3 to be divided into 2 parcels with the new property line to be 25' north of rear of existing office/garage building and to allow a variance for the existing detached garage to be 3' from new property line. Motion Micek, seconded by Ramsey to approve division of property as recommended by the Board of Adjustment. RCV: Ayes: Micek, Ramsey, Olson & Swanson. Nays: None Abstain: Powell. Carried
- 4) The Planning Commission recommended combining parcels 800070046 (1055 G Str) and 800070054 (1085 G Str) into one parcel. Motion Micek, seconded by Olson to approve combining parcels as recommended by the Planning Commission. RCV: Ayes: Micek, Olson, Powell, Ramsey & Swanson. Nays: None Abstain: None. Carried
- 5) Discussion of Senior Center budget. Motion Micek, seconded by Olson to continue paying the Manager's salary and the utilities as was done 2022-2023 for the next budget year. RCV: Ayes: Micek, Olson, Ramsey & Swanson. Nays: Powell Abstain: None. Carried
- 6) Motion Micek, seconded by Olson, to change the next two meetings to the second Mondays, June 12 and July 10 due to missing staff and the holiday. RCV: Ayes: Micek, Olson, Ramsey, Powell & Swanson. Nays: None Abstain: None. Carried.

Motion Powell, seconded by Olson to adjourn at 9:30. RCV: Ayes: Powell, Olson, Ramsey, Micek & Swanson. Nays: None Abstain: None. Carried

Next meeting will be June 12, 2023, at 7:00 pm at the Utica Auditorium.

**Claims:** Central Valley Ag, fuel 569.88; Mid-American Research, supplies 1011.75; R. Cradick, rent 1350; M. Mueller, services 118; Sargent Drilling 1200; AED Authority, services 195; Municipal Supply, supplies 358.83; First Bank of Utica, TIF 216.69; NE Dept of Revenue, taxes 944.02; Norris Public Power, services 4259.02; First Bank of Utica, fee 20; Main Street Checks, supplies 71.95; TNT, meals 1143; Walmart, supplies 120.12; Dollartree, supplies 5.38; Amazon, supplies 217.39; Amazon, cash register 204.04; Bomgaars, supplies 149.25; Orscheln's, supplies 34.99; Great Plains Pest, services 220; Trash Panda, services 45; Mierau & Co, services 110; Seward County Sheriff, services 504; Quadient Finance, postage 250; Black Hills Energy, services 871.73; Centennial Market, supplies 120.06; Seward County Independent, services 30.77; Utica Parts & Service, repairs 241.65; Advanced Office Automation, services 68.45; Kopchos, services 375; York Ace Hardware, supplies 84.09; Lincoln Winwater Works, supplies 570; John Deere Financial, repairs 316.27; Faller Landscape, supplies 382.99; Windstream, services 1023.25; NE Rural Water Association, dues 300; Eco Water Systems, services 49; Centennial Public Schools, licenses 200; Verizon, services 165.44; Metallum Custom Egress, services 252; Greckel Construction, rock 2419.88; Volzke Corporation, supplies 41; NE Generator, services 936.60; NE Municipal Power, services 797.60; NE Salt & Grain, rock 1024.08; Jensen Lumber, supplies 338.52; Fehlhafers Inc, supplies 20; NE Public Health, services 33; Heiman Fire Equipment, equipment 1580.12 Wages,15671.76; Benefits, 1937.67; Taxes, 2867.63.

Submitted by

Rita Maier

Clerk/Treasurer

## **UTICA AGING SERVICES COMMISSION**

**Apr. 12, 2023 @ 12:30 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, Pat Koch, & Diane Lurz (manager)

**ABSENT:** Sandi Swanson

**GUEST:** Lyle Lurz

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

Minutes of the March meeting were e-mailed to members prior to the meeting. A motion to approve the minutes was made by Don and seconded by Ron. Motion passed.

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

- Open 10 days in March
- 281 congregate approved meals
- 27 "to go" meals
- 6 "to go" meal non-approved as HDM
- 0 Senior Center meal non-approved (eat-in guest under 60)
- 314 total meals
- 8 "Home Delivered Meals"
- 189 Exercise hours (13 people)
- 278 Social hours (64 people)
- 110 newsletters were distributed
- 5 Blood pressure checks
- 2 Rentals in March ( 0 rentals are planned for April.)
- 113 Volunteer hours provided (averaging 8 per meal day)
- Diane presented a nutrition lesson March 31st about changes to the Nutrition Facts Label
- Diane and Lyle attended the Heritage Days meeting on Mar. 16th.
- March programs included "Future Senior Care in Utica", Left, Center, Right game, Easter Card Craft with Autumn Walford, Share about a treasure, Stepping On infomercial presented by Four Corners Health Dept., Horse Racing, BINGO with Carla from Kinship Pointe, share an April Fools joke, and 2 days open for cards and games.
- TNT will provide our meals indefinitely. Barb Barth (from Centennial Market) will be available to prepare meals if needed on days when TNT is not available.

- Stepping On class has 18 participants. It will begin April 18<sup>th</sup> from 1-3 pm, and every Tuesday thereafter for 7 weeks. The class is presented by Four Corners Health Department with instructors Barb and Sim.
- Utica Heritage Days activities on July 29<sup>th</sup> will include COFFEE and CARDS from 8:30-11:00 a.m. LUNCH (Pork burger or hot dog meal) 11:00-1:00, and UTICA HISTORY (PART 2) presentation by Joyce Schriener at 1:00.
- The POTATO BAKE held March 12<sup>th</sup> had 179 people in attendance. Pat Koch provided a Thrivent Card which left \$364.88 in expenses for the Senior Center to cover. This resulted in \$2,439 profit from donations.
- Discussion took place about the rental fee of \$100. It was decided to leave the fee as it currently is.

Correspondence: A thank you was shared from Eileen Campbell (our Culligan lady).

### FINANCIAL REPORT

#### Expenses Paid in March:

-Meals Purchased TNT	\$2,496.00	(1 1/2 months)
-Payroll Wages (cleaning)	103.90	
-Payroll Taxes	17.20	
-Activities	60.63	
-Raw Food	154.45	
-Repairs/Maintenance	1,822.54	(RO Culligan \$1,623.04; Lawn contract \$199.50)
-Supplies/Kitchen	115.22	
-Supplies/printing	93.86	
Expense Total	\$ 4,863.80	

#### Income deposited in March:

-Rentals	200.00	
-Meal Contributions	2,017.00	
-Meals on Wheels	120.00	
-Fundraiser	2,813.75	(Potato Bake)
-USDA reimbursement	328.30	
-Interest on CDs	-141.01	cash in older CDs & used funds to issue 2 new CD's at 4%
- Income total	\$5,338.04	

- Rita reported the ending balance in the Village Account on Mar. 31, 2023  
 \$ 16,688.43 in the Village Revolving Fund  
     750.00 Debit Card  
+ 13,624.65 Gift Trust/Savings Account (Memorials)  
 \$ 31,063.08

\$ 66,727.38 in the Gift Trust (CD) account  
 \$ 97,790.46

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

#### **OLD BUSINESS:**

1. Hail Damage to Sign/Message Board Repairs  
 Diane has received an estimate for insurance. It will cost \$255 each to replace the 21 damaged tiles. The total cost is \$5,355.00. Diane has given the information to Rita to submit to insurance.
2. Update Diane's June vacation days  
 Diane will be gone June 12-20 and 22-23<sup>rd</sup>.  
 June 14<sup>th</sup>...Jody will lead "Ice Cream in a Bag" activities Pat will open.  
 June 16<sup>th</sup>...open for cards and games  
 June 23<sup>rd</sup>...Jody will lead "Person, Place, or Thing" game
3. July Heritage Days July 29,2023 Schedule Review  
 Byron Wiemer will grill pork burgers & hot dogs  
 Volunteers may provide cinnamon rolls/bars/cookies.  
 Joyce will present "Utica Part 2" program at 1:00 pm.

4. CD's Update (Issued March 22, 2023)

Diane, Jody, and Don met with First Bank of Utica to discuss the advantages of cashing in our old CD's which had low interest rates (highest was .95%) and issuing new CD's at a 4% rate. These are 21 month CD's.

The penalty was \$141.01.

- It was decided to create 6 CD's valued at \$5,000 each using money in our checking account. (\$30,000)

- Two CD's were created from the money from our low interest CD's.

\$18,000.00 for 21 months at 4%

\$18,727.38 for 21 months at 4%

Karon and Jody signed forms at the Village Office as Aging Commission officers. Jim and Rita signed forms at the Village Office as representatives of the Village of Utica.

These representatives would need to be involved if/when anything is changed with the CD's.

Diane has copies of the CD documents and a copy will be kept with the minutes from this meeting.

**NEW BUSINESS:**

1. Date for next Potato Bake

The next potato bake will be Sunday, July 9<sup>th</sup>.

2. Old Computer in Nurse's Room

Barb Rhodes suggested that we get rid of this computer.

Jody made a motion to get rid of the computer in the nurse's room. Pat seconded the motion. Motion passed.

Following discussion, it was decided to have Diane take it to the upcoming Seward County Clean-up day on April 15<sup>th</sup>.

\*Diane looked over the computer and found that it had nothing saved on it, and it still worked using Windows 7. Diane talked with Joyce, who said she would see if the Seward County Historical Society would like the computer use at the museum in Goehner. She will take the computer for that purpose. If her board decides not to utilize it, she will take care of the disposal.

3. Possible Purchase of Corn Hole Game

Diane mentioned how much fun the seniors had playing Corn Hole. She suggested that we purchase one more set. (We currently have one game in the shed.) Pat volunteered Neal to create the boards. Linda volunteered to make the bean bags.

4. Date Changes for May & June Aging Commission Meetings

Due to Diane's plans to be gone on our scheduled 2<sup>nd</sup> Wednesday of the month meetings, we will plan to meet on Wednesday, May 17<sup>th</sup> and Wednesday, June 7<sup>th</sup>.

MARK YOUR CALENDARS:

April 18...Step-on classes begin

April 19...Aging Training in Seward 9:30-3:15

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

Don made a motion to adjourn the meeting. Becky seconded the motion. Motion passed. The meeting was adjourned at 1:30 pm.

The next meeting is scheduled for **Wednesday, May 17th, 2023 at 12:30 at the Utica Senior Center.**

Respectfully Submitted,

Jody Wiemer, Secretary

\*Addendum to give the unused computer to Joyce for use at the Goehner Museum. If they cannot use it, Joyce will dispose of it.



## **May 1, 2023 Board Meeting Maintenance Report**

- Work is taking place on swimming pool; we are doing what we can until crack and seam issue is addressed. We have sealed in the ceiling on the pump/filter canopy. The welding of the stainless-steel return gutter was done.
- Mowing season has begun, we will be spraying the parks soon.
- Started spraying parking lots, will continue.
- Many repairs were made to the drip line for the 1<sup>st</sup> street landscape. The area was weeded, pruned, and trimmed up before the Centennial students put down all the new mulch. Many thanks to those students.
- No new damage from most recent hail storm, work is beginning on the buildings from last storm. Windows are being replaced on well houses and storage buildings.
- We are working on the score board at the ball fields, parts are ordered.
- All park restrooms were De-winterized and are open for the season.
- Discuss Viking Maintenance Program

### **Action Items:**

- Order street patch
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## CLERK'S REPORT

May 1, 2022

22 disconnect letters sent. 15 Owners & 7 renters.  
5 Door hangers, No disconnects

- 1) I attended the Fire Dept. meeting about State Statute 35-901 and being compliant with it.
- 2) Donation from resident-not specified for what use?
- 3) Thank you to Centennial for mulching the landscaping on 1<sup>st</sup>.
- 4) About ½ of cross connect forms back.
- 5) Correspondence

Utica Keno  
March, 2023

Gross Sales	<u>100.00%</u>	<u>\$5,710.35</u>
Prizes (Payouts)	<u>76.7102%</u>	<u>\$4,380.42</u>
Operator Commission	<u>14.0000%</u>	<u>\$799.45</u>
Add'l Amt. owed oper....		\$0.00
City Share	<u>9.2373%</u>	<u>\$527.48</u>
Uncollected Winnings	<u>0.0525%</u>	<u>\$3.00</u>
State+Uncoll.+City Total to city		<u>\$530.48</u>
To RESERVE FUND>	<u>\$0.00</u>	
Amount avail in reserve...	\$0.00	
<b>Amt. prev owed oper..</b>	\$0.00	
amt.paid back this month...	<u>\$0.00</u>	
Amt. now owed operator....	<b>\$0.00</b>	

Village of Utica  
 Profit & Loss  
 April 2023

**DRAFT**

	Apr 23
Ordinary Income/Expense	
Income	
General Income	
Compost Sales	377.50
Bank Interest	1,566.64
County Treasurer	13,824.57
Franchise payments	20.43
Keno Proceeds	530.48
Licenses- Liquor, tobacco & dog	40.00
Miscellaneous Income	3,450.00
Rent-Zito	150.00
Sales Tax Collection Fee	20.12
Sales Tax revenue	8,680.78
TIF pass through	119.46
Zoning Permits	29.00
Total General Income	28,808.98
Park Income	
Donation	229.00
RV camp fee	60.00
Total Park Income	289.00
Pool Income	
County Treasurer-Bond	3,818.57
Total Pool Income	3,818.57
Senior Center Income	
Fundraising - donations	2,000.00
Meal Contributions	1,351.95
Rental fees	100.00
Total Senior Center Income	3,451.95
Sewer Income	
Late Fee	240.00
Sewer Sales	7,994.00
Total Sewer Income	8,234.00
Water Income	
Late Fee	240.00
Water-Commercial	1,081.89
Water Sales	14,954.73
Total Water Income	16,276.62
Streets Income	
County Motor Vehicle tax	1,768.42
Sales Tax revenue	3,347.89
State Highway Allocation	11,769.31
Total Streets Income	16,885.62
Total Income	77,764.74
Gross Profit	77,764.74
Expense	
General	
Law Enforcement	504.00
Bank & CC fees	29.00
Education	574.75
Keno Tax	299.00
Office Supplies	203.36
Postage	50.00
Professional Services	2,293.00
Publishing / Printing	24.87

Village of Utica  
 Profit & Loss  
 April 2023

	<u>Apr 23</u>
TIF pass-through	119.46
Utilities	312.56
Auditorium	
Supplies	19.47
Utilities	154.15
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Total Auditorium	173.62
Library	
Utilities	177.98
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Total Library	177.98
Senior Center-City paid	
Payroll	917.43
Payroll taxes	770.16
Profession Services	98.00
Repairs & Maint.	0.00
Utilities	503.51
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Total Senior Center-City paid	2,289.10
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Total General	7,050.70
Payroll	
Employee Benefits	2,017.87
Payroll Taxes	4,800.97
Payroll Wages	14,636.01
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Total Payroll	21,454.85
City Fire Dept	
Dues	500.00
Professional Services	33.00
Utilities	902.72
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Total City Fire Dept	1,435.72
Rural Fire District	
Fuel	232.95
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Total Rural Fire District	232.95
Park	
Mower Loan Payment	280.05
Professional Services	33.00
Repairs and Maintenance	114.52
Supplies	70.85
Utilities	382.00
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Total Park	880.42
Pool	
Supplies	204.04
Utilities	74.30
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Total Pool	278.34
Senior Center	
Activities	71.20
General Supplies/Printing	73.27
Meals purchased	1,143.00
Payroll Wages	118.32
Payroll Tax	19.62
Supplies/Kitchen	58.62
Raw Food	418.12
Repairs and maintenance	0.00
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Total Senior Center	1,902.15
Sewer Dept	

Village of Utica  
Profit & Loss  
April 2023

	<u>Apr 23</u>
Education & Licenses	175.00
Postage	100.00
Professional Services	3,150.00
Repairs and Maintenance	31.98
Utilities	293.66
<b>Total Sewer Dept</b>	<b>3,750.64</b>
<b>Street Dept</b>	
Equipment repair	114.87
Fuel	1,553.01
Office Supplies	0.00
Professional Services	33.00
Repairs and Maintenance	1,324.99
Small Tools	34.99
Supplies & Parts	559.26
Uniform-Dylan	0.00
Uniform-Rick	0.00
Utilities	1,658.84
<b>Total Street Dept</b>	<b>5,278.96</b>
<b>Water Dept</b>	
Education & Licenses	304.69
Postage	100.00
Professional Services	3,216.00
Supplies & parts	2,155.44
Utilities	2,282.51
Work done by others	1,300.00
<b>Total Water Dept</b>	<b>9,358.64</b>
<b>Total Expense</b>	<b>51,623.37</b>
<b>Net Ordinary Income</b>	<b>26,141.37</b>
<b>Net Income</b>	<b>26,141.37</b>