Utica Nebraska

Village Board of Trustees

#### August 7, 2023 Regular Meeting

The Village Board of Trustees met in regular session on August 7, 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, 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 Micek to approve consent agenda (includes agenda, minutes, Treasurer's report, Keno report, Sheriff's log, and payment of claims). RCV: Ayes: Powell, Micek, Ramsey & Swanson. Nays: None Abstain: Micek 6A. Carried.

Opened hearing for rezoning Wright's 2<sup>nd</sup> Addition Block 29, Lot 4, E24' Lot 5, & W31' Lot 3 (335 Ohio) from R2 to C-1. Todd Grantski presented the storage units he wants to build. Having no other public comments, the hearing was closed. Motion Powell, seconded by Ramsey to approved Planning Commission minutes from July 26, 2023. RCV: Ayes: Powell, Ramsey, Micek & Swanson. Nays: None Abstain: None Carried. Motion Micek, seconded by Powell to approve Planning Commission recommendation to adopt the change to zoning from R2 to C-1 for 335 Ohio. RCV: Ayes: Micek, Powell, Ramsey & Swanson. Nays: None Abstain: None. Carried

**Public Comments: None** 

Motion Powell, seconded by Micek to discuss item #4 first, so Michael Hobart could leave. RCV: Ayes: Micek, Powell, Ramsey & Swanson. Nays: None Abstain: None. Carried

Fire Dept. Report Had 2 potential members attend their meeting, and will be having grain bin training. Motion Powell, seconded by Micek to allow the fire dept. to have their annual banquet September 16 at the auditorium. RCV: Ayes: Powell, Micek, Ramsey & Swanson. Nays: None Abstain: None. Carried Sheriff Report: Was examined by the board.

Zoning Inspector Report: Reported approving Wilson, Obermier and Ford requests.

Chair Report: None

Park Report: Attached and made a part hereof. Motion Powell, seconded by Ramsey to send letter to D. Cast after editing that was discussed. RCV: Ayes: Powell, Ramsey, Micek & Swanson. Nays: None Abstain: None. Carried. Motion Powell, seconded by Micek to allow the Tim Gierhan memorial ball tournament to use the ballfields. RCV: Ayes: Powell, 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 Village will run a help wanted ad for a maintenance person until August 30, or until filled. Motion Ramsey, seconded by Powell to hire S. Toovey to ready meters at \$200 monthly beginning in August. RCV: Ayes: Ramsey, Powell, Micek & Swanson. Nays: None Abstain: None. Carried Motion Powell, seconded by Micek for Maintenance dept. to buy new cell phones per their best judgement. RCV: Ayes: Micek, Powell, Ramsey & Swanson. Nays: None Abstain: None. Carried. Discussed adding dirt & seeding grass where repair work was done in an easement. Agreed that the Village will do it this one time. Motion Powell, seconded by Ramsey to

buy 200 lbs of grass seed and an overseeder. RCV: Ayes: Powell, Ramsey, Micek & Swanson. Nays: None Abstain: None. Carried Motion Powell, seconded Micek to let Gierhan Concrete do some necessary street repair for \$18,080. RCV: Ayes: Powell, Micek, Ramsey & Swanson. Nays: None Abstain: None. Carried

Clerk Report: Attached and made a part hereof. Discussed Empower first day of Month for benefits to begin. Board agreed to leave it as is. Motion Powell, seconded by Micek to approve purchase of small console table. RCV: Ayes: Powell, Micek, Ramsey & 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 Ramsey to accept all of the reports. RCV: Ayes: Powell, Ramsey, Micek & Swanson. Nays: None Abstain: None. Carried

#### **Unfinished Business:**

 Motion Powell, seconded by Ramsey to sign Letter of Agreement with Olsson for the secondary lift station line. RCV: Ayes: Powell, Ramsey, Micek & Swanson. Nays: None Abstain: None. Carried

#### **New Business:**

- 1) Discussed the invoice for cleaning up at 440 4<sup>th</sup> street. Motion Micek, seconded by Powell to send them one final letter before sending them to collections. RCV: Ayes: Powell, Micek, Ramsey & Swanson. Nays: None Abstain: None. Carried
- 2) Discussed Advance Automation maintenance agreement. Motion Powell, seconded Micek to enter into the agreement with Advance Automation. RCV: Ayes: Powell, Micek, Ramsey & Swanson. Nays: None Abstain: None. Carried
- 3) Employee evaluations were discussed.
- 4) Wages and other needed expenses were discussed. The budget is ready to go the accountant.
- 5) Amanda Struble presented information on the new rescue unit. Motion Powell, seconded by Ramsey to enter into purchase agreement with American Emergency Vehicles. RCV: Ayes: Powell, Ramsey, Micek & Swanson. Nays: None Abstain: None. Carried
- 6) It was decided to have the next meeting September 11, 2023 due to Labor Day being the first Monday of the month.

Motion Micek, seconded by Powell to adjourn at 9:50 pm RCV: Ayes: Micek, Powell, Ramsey & Swanson. Nays: None Abstain: None. Carried

Next meeting will be September 11, 2023 at 7:00 pm at the Utica Auditorium.

Claims: Mid-American Research, supplies 970; Mierau & Co, services 110; Spickelmeir, services 8415; League on NE Municipalities, dues 3020; Aqua-Chem, supplies 2908.40; NE Public Health, services 270; Municipal Supply, supplies 2321.12; Heiman Fire Equipment, equipment 560; Midwest Laboratories, supplies 711.30; TNT grill, meals 1664; NE Dept. of Revenue, sales tax 1052.08; First Bank of Utica, fees 9; NE dept of Revenue, Keno tax 216; US Treasury, taxes 9; York Ace Hardware, supplies 8.58; Western Edge, uniforms 204.33; Microsoft, supplies 106.99, Amazon, supplies 84.87; Walmart, supplies 183.18; John Deere Financial Services, payment 280.05; S. Wiemer, services 50; Quadient Financial Services, postage 250; Advanced Office Automation, supplies 36.84; Great Plains Pest Management, services 295;

Kopcho, services 304; Central Valley Ag, fuel 694.59; Utica Parts & Services, services 1902.42; Seward County Independent, services 58.15; J. Springer, supplies 2302.50; D. Wiemer, mileage 59.61; J. Bargen, license 25; J. Fehlhafer, license25; A. Fischer, license 25; Windstream, services 1067.92; Centennial Market, supplies 608.55; Koranda Construction, services 6225; Seward Co. Sheriff, services 504; D. Soliz, supples 47.68; Verizon, services 165.47; Black Hills Energy, services 386.97; Trash Panda Refuse, services 45; Southeast Nebraska Development, dues 1575; JR's Bobcat Service, services 3200; Wages 25431.22; taxes 7730.52; Benefits 1950.31.

Submitted by Rita Maier Clerk/Treasurer

# Utica, Nebraska Parks & Pool Board Meeting Minutes For July 23, 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, and Stephanie Cradick.

Supervising Village Board member Sharon Powell.

The monthly meeting of the Utica Parks & Pool Board was called to order at 6;30 pm on July 23, 2023 in the Village Auditorium by Autumn Walford. The chair stated that the open meetings act is located on the back wall for review.

#### I. Approval of Agenda

Motion by Tori, second by Stephanie, to accept the agenda. RCV: Autumn Walford, Megan Outhet, Tori Gierhan, Kenna Kucera. All Ayes

### II. Review of Previous Minutes

Motion by Kenna, second by Tori, to accept the minutes from the June board meeting. RCV: Autumn Walford, Megan Outhet, Tori Gierhan, Kenna Kucera.. All Ayes

# III. Consideration of Public Comments

There were no public comments made at the July board meeting.

# IV. Consideration of Old Business

Finalized the plans and activities for Friday Night of Utica Days at the Pool.

# V. Consideration of New Business

- Discussion was had about Steve Palandris request from the last board meeting. Last
  meeting Steve Palandri asked for the Utica Parks and Pool Board to consider working
  with him, cooperatively on betterment projects for the Village Of Utica.
  - Kenna motioned that partnering with Steve Palandri is beyond our scope and sequence as a park and pool board at this current time, second by Tori. RCV: Autumn Walford, Megan Outhet, Tori Gierhan, Kenna Kucera. All Ayes.

- The board accepted the resignation of Collete Stelling from the Utica Park and Pool Board
- We are aiming for the pool closing date to be August 6th, pending finding a manager for the last two days.
- Discussion was had about recent correspondence from Misty about grant work.
- The board listened to Sharon Powell's latest report on the Cast Property. Tori motioned to forgo the Cast property (Utica Recreational Complex) and focus on the pool project at this time, Kenna second. RCV: Autumn Walford, Megan Outhet, Tori Gierhan, Kenna Kucera, Desi Perry, band Danae Stuhr. All Ayes.
- The board discussed forming a fundraising committee to assist in fundraising efforts for our pool project.

Next meeting will be held on August 20, 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 July 12, 2023 @ 12:30 p.m. at the Utica Senior Center

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

**ABSENT:** Becky Sandman

Karon called the meeting to order at 12:33 p.m.

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

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

- Open 9 days in June
- 243 congregate approved meals
- 24 "to go" meals that qualify as HDM congregate meals
- 3 "to go" meal non-approved as HDM
- 1 Senior Center meal non-approved (eat-in guest under 60)
- 271 total meals
- 170 Exercise hours (12 people)
- 224 Social hours (49 people)
- 105 newsletters were distributed
- 6 Blood pressure checks
- 2 Rentals in June (3 rentals are planned for July.)
- 98 Volunteer hours provided (averaging 8 per meal day)
- Diane presented a nutrition lesson June 7th about hydration.
- June programs included Horse racing, Utica Fire Dept. presentation, making homemade ice cream with Jody Wiemer, Surprise Craft with Autumn Walford, Person, Place or Thing game with Jody Wiemer, share something red, white, or blue, and BINGO with Carla from Kinship Pointe.
- Utica Heritage Days activities on July 29th will include COFFEE and CARDS from 8:30-11:00 a.m. LUNCH (Pork burger or hot dog meal) 11:00-1:00, and a video about the North Platte Canteen to replace the scheduled presentation by Joyce Schriner that needed to be cancelled due to health issues.
- The new roof was installed on July 1 & 2 to avoid the activities during the week. This was installed due to hail damage in 2022.
- Tiffany is okay with the \$6.50 per meal she is receiving.

# **FINANCIAL REPORT**

#### Expenses Paid in June:

-Meals Purchased TNT	\$1,547.00
-Payroll Wages (cleaning)	109.66
-Payroll Taxes	18.18
-Activities	25.92
-Raw Food	227.04
-Repairs/Maintenance	6.97
-Supplies/Kitchen	105.09
-Supplies/printing	202.29
Expense Total	\$ 2,242.15

# Income deposited in June:

-Rentals	200.00
-Meal Contributions	2,104.50
-USDA reimbursement	215.60
-Interest on CDs	686.19
- Income total	\$3,206.29

Rita reported the ending balance in the Village Account on June 30, 2023
 \$ 17,504.78 in the Village Revolving Fund
 706.15 Debit Card

+ 15,756.35 Gift Trust/Savings Account (Memorials)

\$ 33,967.28

\$ 67,400.13 in the Gift Trust (CD) account \$101,367.41

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

#### **OLD BUSINESS:**

#### 1. Potato Bake July 9, 2023

-225 people attended (25 less than in March)

\$2,940 minus expenses made a profit of \$2,594.31

This exceeded March donations.)

Thank you to all who helped make this happen, and to Jody for providing the Thrivent Action Team grant.

### 2. Heritage Days 2023 Schedule:

- -Sandi and Barb Rhodes will provide rolls for the morning.
- -Byron will grill 130 pork burgers and 5 packages of hot dogs.
- Diane will order 2 cases of potato chips (208)
- -Diane will order buns, & 3 jars of dill pickle chips.
- Diane will order 2 relish bottles, ketchup, mustard, & plates.
- -Sandi will bring onions.
- Sandi will see if we can get 144 bottles of water from Boomgaars.
- -At 1:00 the North Platte Canteen video will be shown to replace the previously scheduled presentation by Joyce Schriner.
- -Ron Erks volunteered to donate a sound bar for the TV.
- -Bars/Cookies for Heritage Days will be donated by:

Jody 3 dozen brownies

Pat 3 dozen bars

Karon 3 dozen bars

Becky 3 dozen cookies

-The meal price will be \$6.00 per meal. Additional water, chips, cookies, or bars will be \$1.00. Additional pork burgers or hot dogs will be \$3.00 each.

# 3. Depot Sign:

-Thanks to Neal and Lyle for hanging the sign and photos.

# 4. What to do under the Senior Center sign?

Following discussion, Pat made a motion to Pramitol the soil under the sign. This will sterilize the soil. Put black fabric down. Top with black rubber chunky mulch with a few rocks. Linda seconded the motion. Motion passed. Linda, Sandi, Pat, and Karon will organize this project. Jim will see if the village has the material to sterilize the soil.

# Corn Hole Boards

Thanks to Neal for completing these boards.

6. Jana Hughes visit

Jana Hughes will visit the senior center on Wed. August  $2^{nd}$ . She will eat lunch with us.

#### 7. Diane Gone Friday, July 21st

Karon is planning to cover Diane's duties on that date. Diane's son is getting married. There is no activity planned for that day.

#### **NEW BUSINESS:**

# 1. Need for more chairs with arm rests

Don suggested that we purchase 4 more armed chairs that are currently on sale. Sandi moved that we approve the purchase of the 4 armed chairs. Ron seconded the motion. Motion passed.

#### 2. Bill Giffin Presentation:

Stan Erks had suggested that we invite Chuck Evans' son-in-law to do a presentation about his adventures bicycling across the United States. Linda contacted Bill and arranged for him to come on Sunday, August 20<sup>th</sup> at 4:00. At 5:30, we will serve 100 brats, chips, and condiments and ice cream sundaes (with desserts that may arrive by volunteers) following his presentation. Jody received a Thrivent Action Team Grant to cover \$250. Jody and Linda will coordinate the event.

#### MARK YOUR CALENDARS:

July 20...Food Bank 3:00-4:00 pm July 29...Utica Heritage Days meal at the Senior Center Aug. 20...Bill Griffin presentation and Sunday Night Sundaes

Don made a motion to adjourn the meeting. Ron seconded the motion. Motion passed. The meeting was adjourned at 1:25 pm.

The next meeting is scheduled for Wednesday, August 9th, 2023 at 12:30 at the Utica Senior Center.

Respectfully Submitted,

Jody Wiemer, Secretary

# Village of Utica

#### **Planning Commission**

Chairman Alan Koski called the Village of Utica Planning Commission meeting to order at 7:00 pm, on July 26th, 2023.

Members present were: Andy Fehlhafer, Rick Micek, Jay Stelling, Al Koski & Lynn Hoops. Absent: Eric Peeks, Mitch Stuhr, Ron Tomes & Sterling Winkelmann. Don Olson was present representing the Village Board. The Chairman determined that a quorum was present.

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, published in town & posted at the property site.

Lynn Hoops read the minutes from the April 27th, 2023 meeting. Al Koski stated that upon no corrections, the minutes would stand as read.

The public hearing was opened to review a request by Melissa Grantski to rezone property located at 335 Ohio Street from Residential R2 to Commercial C1.

Todd Grantski stated that they plan to construct 2 storage buildings for campers on this site and provided drawing of the proposed building layout. Alan Koski noted that storage units would require a special use permit.

Motion was made by Lynn Hoops and seconded by Rick Micek to recommend to the Village of Utica that the request by Melissa Grantski to rezone the property from R2 Residential to Commercial C1 be accepted.

Motion was made by Lynn Hoops and seconded by Andy Fehlhafer to amend the motion to add the following language "with the understanding that Todd & Melissa Grantski would be asking for a special use permit for future storage units." The Motion to amend the original motion passed unanimously.

Motion was made by Lynn Hoops and seconded by Alan Koski to approve the amended motion that reads "to recommend to the Village of Utica that the request b Melissa Grantski to rezone the property from R2 Residential to Commercial C1 be accepted with the understanding that Todd & Melissa Grantski would be asking for a special use permit for future storage units." Motion passed unanimously.

Motion was made by Rick Micek and seconded by Jay Stelling to adjourn the meeting. Motion carried. Meeting was adjourned at 7:24 pm.

Submitted by Lynn Hoops Secretary

# **August 7, 2023 Board Meeting Maintenance Report**

- Parking lines were painted at the senior center and in the business district.
- We have had several water meters starting to fail the past few months, I have ordered a few more to keep in stock.
- New street lights for 8<sup>th</sup> street came in, we will work with Norris to get those installed.
- We are working on updated list of equipment to submit to insurance for coverage.
- Discuss maintenance personnel.
- Discuss water meter reading.
- Issues with Cell Phones. Discuss upgrade.
- Discuss residents request for lawn service to do repairs on easement/lawn, after main break.
- Discuss street repairs needing done.

#### **Action Items:**

- Street Repairs

#### **ACLERK'S REPORT**

#### August 7, 2023

21 disconnect letters sent. 15 Owners & 6 renters. 4 Door hangers 0 Disconnects.

- 1) Hunter with Aflac will be at auditorium Thursday 8/10 10am-1pm
- 2) Empower: Leave first day of the month as is? Any changes to the employees plan will not take effect until the 1<sup>st</sup> of the month.
- 3) Purchase a console table for the office. Around \$150.00
- 4) Southern 7 meeting August 17 in Dorchester.
- 5) Goodwill thank you.
- 6) Concerns

# Village of Utica Profit & Loss July 2023



	Jul 23
Ordinary Income/Expense	
Income General Income	
Compost Sales	379.00
Bank Interest	2,587.00
County Treasurer	3,605.35
County Treasurer-Bond	996.01
Keno Proceeds	856.50
Sales Tax Collection Fee Sales Tax revenue	32.61
Auditorium Income	21,128.39
Rent	75.00
Total Auditorium Income	
Total General Income	75.00
	29,659.86
Rural Fire District Income Seward Co. Rural	20,000,00
Total Rural Fire District Income	28,000.00
	28,000.00
Rural Fire Rescue Fire District	
	10,000.00
Total Rural Fire Rescue	10,000.00
Park Income-City RV camp fee	192.00
Total Park Income-City	192.00
Park Income-Board Donation	2,510.00
Total Park Income-Board	2,510.00
Pool Income-City	
Admisssions	472.92
Lessons	190.00
Lessons-Private	1,040.00
Private Parties	200.00
Total Pool Income-City	1,902.92
Pool Income-Board	
Concessions	337.51
Donation	309.25
Total Pool Income-Board	646.76
Senior Center Income	
Fundraising - donations	4,088.00
Meal Contributions	1,415.00
Memorials USDA reimbursement	50.00
	142.80
Total Senior Center Income	5,695.80
Sewer Income	
Late Fee Sewer Sales	280.00 8,024.00
Total Sewer Income	8,304.00
Water Income	5,554.00
Late Fee	280.00
Start up	100.00
Water-Commercial	1,130.20
	1,100.20



# Village of Utica Profit & Loss July 2023

	Jul 23	
Total Water Income	24,766.76	
Streets Income	24,700.70	
County Motor Vehicle tax Sales Tax revenue State Highway Allocation	1,519.82 1,943.01 12,726.09	
Total Streets Income	16,188.92	
Total Income	127,867.02	
Gross Profit	127,867.02	
Expense	121,007.02	
General Law Enforcement Bank & CC fees Computer Repairs Keno Tax Office Supplies Postage	504.00 9.00 106.99 216.00 49.07 50.00	
Professional Services Publishing / Printing Utilities Work by Others	240.50 27.16 238.46	
Auditorium Utilities	400.00 174.02	
Total Auditorium	174.02	
Library Utilities		
Total Library	120.30	
Senior Center-City paid Payroll Payroll taxes Profession Services Repairs & Maint.	120.30 873.99 754.66 98.00 33.19	
Utilities	349.03	
Total Senior Center-City paid	2,108.87	
Total General	4,244.37	
Payroll Employee Benefits Payroll Taxes Payroll Wages	2,472.79 6,962.48 14,651.03	
Total Payroll	24,086.30	
City Fire Dept Professional Services Utilities	48.00 601.63	
Total City Fire Dept	649.63	
Rural Fire District Insurance	2,106.00	
Total Rural Fire District	2,106.00	
Park-City Improvements & Equipment Mower Loan Payment Payroll wages Professional Services Repairs and Maintenance	61.57 560.10 48.48 48.00 139.16	

# Village of Utica Profit & Loss

July 2023

	Jul 23
Supplies	90.18
Utilities	448.00
Work by others	75.00
Total Park-City	1,470.49
Pool-City paid	
Chemicals	811.79
Payroll Wages	9,865.81
Repairs & Maintenance	185.97
Utilities	1,050.47
Total Pool-City paid	11,914.04
Senior Center	
Activities	26.31
General Supplies/Printing	70.20
Meals purchased	1,716.00
Miscellaneous	0.00
Payroll Wages	80.81
Payroll Tax	
Supplies/Kitchen	13.38
Raw Food	79.54
Repairs and maintanance	144.80
Total Senior Center	8.58
Total Sellor Center	2,139.62
Sewer Dept	
Chemicals	2,133.00
Postage	100.00
Repairs and Maintenance	538.59
Utilities	243.36
Total Sewer Dept	3,014.95
Street Dept	
Equipment repair	66.38
Fuel	326.85
Office Supplies	
Professional Services	66.21
Repairs and Maintenance	48.00
Sand/gravel	901.68
Supplies & Parts	235.80
Uniform-Dylan	696.03
Utilities	204.23 1,448.25
Total Street Dept	
	3,993.43
Water Dept	
Postage	100.00
Professional Services	81.00
Repairs - Maint.	158.63
Supplies & parts	14.15
Utilities	2,164.56
Total Water Dept	2,518.34
Total Expense	56,137.17
Net Ordinary Income	71,729.85
Net Income	71,729.85

Utica Keno June, 2023

Gross Sales	100.00%	<u>\$4,175.50</u>
Prizes (Payouts)	<u>65.4875%</u>	\$2,734.43
Operator Commission Add'l Amt. owed oper	14.0000%	<u>\$584.57</u> \$0.00
City Share	20.4766%	\$855.00
Uncollected Winnings	0.0359%	<u>\$1.50</u>
State+Uncoll.+City Total to city		\$856.50
To RESERVE FUND> Amount avail in reserve	<b>\$0.00</b> \$0.00	
Amt. prev owed oper amt.paid back this month Amt. now owed operator	\$0.00 \$0.00 <b>\$0.00</b>	