

**Village Of Manley
Board of Trustees Regular Meeting
December 10, 2020**

The Regular Meeting of the Village of Manley Board of Trustees was called to order on December 10, 2020 by Chairman Denise Swenson at 7:05 PM. Roll call was taken and members present were Denise Swenson, Tim Glas, and Rebecca Goble, along with Village Clerk Jolene Dalton, Streets Maintenance Supervisor Adam Goble & new elected Board members Patricia Gruber & Phillip Tapp. Outgoing Board members Adam Zierott & Mickey Dalton were not present. A copy of the Open Meeting Act is posted in the meeting room for review. The Code of Conduct for Municipalities was read by Chairman DSwenson. Notice of this meeting was posted on the Village website and in the bulletin boards on the Fire House & Post Office.

Agenda TGlas moved & RGoble seconded to approve the Agenda. Roll call vote: All approved. Motion carried.

Consent Agenda items approved:

*November 12, 2020 **Minutes**

*November 2020 **Water Clerk's Report**

*November 2020 **Treasurer's Report**

*November 2020 **Village Clerk's Report** - Sent 2019-20 Audit Waiver Request to the State Auditor's Office; Prepared & submitted insurance audit worksheet to Bitco Insurance (workman's comp); Gave welcome materials to new residents, Hayden Ruge & Reecie Earith, renting 217 South Street; Gave welcome letter & meeting materials to new Board members, Patricia Gruber & Phillip Tapp.

*November 2020 **Misc Monthly Reports** –

Water Specialist - Jack Faubion

The results of the water sample for the month of November had no violations.

Wastewater Specialist – Ed Blunt

11/16 & 11/27 – Checked lagoons; Pumps #1 and 2 are working in auto

811 Digger Calls - Received 2 locate requests this month.

Audit Committee - Tim Glas, Mickey Dalton and Adam Zierott met 11/17/2020 to audit the Village financial books from June 2020 thru October 2020. All books were found to be in order.

New Playground - The playground border was laid by Curb It/Nate Colgrove.

TGlas moved & RGoble moved that we table the Claims until we have a quorum. Roll call vote: All approved. Motion carried.

Installation of New Board Members – DSwenson reported that official results from the November 10, 2020 General Election have been received. Patricia Gruber & Phillip Tapp were elected & Denise Swenson was reelected as members of the Village Board of Trustees. Chairman DSwenson distributed the Oath of Office & the three newly-elected members read & signed the Oath of Office.

Election of Board officers. TGlas nominated Denise Swenson for Board Chairman. There being no other nominations, nominations were closed & a unanimous ballot was cast for DSwenson as Board Chairman. Roll call vote: All approved. Motion carried.

PGruber nominated Tim Glas & DSwenson nominated RGoble for Vice-Chairman. Nominations were closed & paper ballots were cast for the office. RGoble was declared the winner. The new Board members & officers were congratulated.

TGlas moved & PGruber seconded to destroy the ballots. Roll call vote: All approved. Motion carried.

DSwenson appointed TGlas in charge of Nuisances & Ordinances and RGoble in charge of Insurance Issues. She explained the duties of a new position: Community Center Coordinator. The many duties performed by former Board member, Mickey Dalton, were discussed. At the present time the positions to replace MDalton's

duties have not been appointed. DSwenson asked the Board members to review the list & the positions will be discussed at the next meeting.

Remaining Reports

***Claims** – Black Hills Energy for CommCtr-\$107.04 & Fire House-\$91.54; DHHS for water testing-\$15.00; OPPD for CommCtr-\$66.03, Fire House-\$62.88, Sewer-\$43.42, Water-\$34.29 & Street Lights-\$354.67; RWD #3 for water-\$705.00; Windstream for CommCtr-\$96.58 and Fire House-\$99.45; WireBuilt for website maint-\$50.00; Manley Hwy Acct for matching trsf from Sewer Acct-\$138.00 & Water Acct-\$138.00; JFaubion for Dec water wages & postage-\$126.75; EBlunt for Nov wastewater specialist-\$175.00; CurbIt East for playground border-\$932.25; Mowen Owen for Nov mowing-\$140.00; City of Weeping Water for ½ firefighter’s life insurance-\$273.00; Cass County Treasurer for 2020 election charges-\$200.00; Meeske Auto Parts for hydraulic hose & fitting for tractor-\$68.04; JEO for 2020 Road Program-\$600.00; Grainger for street sign brackets-\$61.75; Cornhusker State Industries for street signs-\$24.00; JDalton for Nov Village Clerk-56 hr-\$694.60; DSwenson for bottled water for shelter use-\$14.95; JDalton for CC supplies-\$33.78; and Office Depot for copy machine/printer & extra ink-\$380.52.

TGlas moved & PGruber seconded to approve the Claims. Roll call vote: DSwenson-abstain, TGlas-yes, RGoble-yes, PGruber-yes, PTapp-yes. Motion carried.

Unfinished Business

Building Permits –

After discussion, TGlas moved & PTapp seconded that the Board affirm the building permit granted by our Zoning Administrator, DSwenson, to Mike McGuire for changing his fence line. Roll call vote: All approved. Motion carried.

There was no update on discussions with Dan Houchin about the permit for 112 Cherry Street & Randy Abbott about the permit for 107.5 Main Street work. A report will be given next month.

Nuisance Violations – TGlas reported that several attempts to deliver a letter in person to 106 Broadway were unsuccessful, which forced the letter to be left at the residence of 106 Broadway with documentation. The owner has until January 13, 2021 to rectify the vehicles nuisance or show cause why not. TGlas distributed letters he composed for residents of 202 Cherry & the owner of the garage immediately west of the Manley Hide-Away Bar regarding nuisance violations. The letters were approved & JDalton was directed to send them out.

Animal Violations – TGlas reported that the letter mentioned above that was left at 106 Broadway also addressed the situation of an unlicensed dog. He also composed a letter to send to the owner of 201 Cherry regarding an unlicensed dog. It was approved by the Board to be sent out. DSwenson will discuss the unlicensed dog at 112 Cherry when she talks to the owner about the needed building permit.

Park projects –

*Park Benches – Discussions are still being held on the design of the benches.

*Picnic Shelter – DSwenson will get with Jessie Stallings this winter on finishing the murals. The west end gable & shelter poles need to be painted yet. PTapp will be working on the electrical.

*Playground – DSwenson moved the chips on the west side of the playground & leveled the surface. Don Colbert will move & level the dirt in the Park in the near future.

*DSwenson will get the donor plaques for the picnic shelter, playground & picnic tables made this month.

Tornado Shelter in the Community Center – DSwenson is still looking for the correct weather radio. All other necessary items are in place (signs, chairs, flashlights).

Culvert at Manley Lane & Hwy 1 – DSwenson talked to the NE Dept of Roads. Mike Moore, from Plattsmouth, will look at it & get back to DSwenson.

Insurance – RGoble has been working with Erin Ball to get the Park structures added to our policy. She has asked for a formal quote so the Board can vote on it.

2019-20 Fiscal Year Village financial reports – After looking thru them during the past month, there were no further questions, so they will be filed in the Office.

Vacant Property Registration Ordinance – no update at this time

UTV/ATV discussion – DSwenson reported that work on an Ordinance is partially done & should be ready for discussion next month.

Planning & Zoning Virtual Training - Fri, October 2nd – DSwenson reported that she has not heard back from Chad Nabity. She will try to contact him during the month.

Fire Extinguishers recheck – DSwenson checked with Jason McClun, Louisville, but he is not certified to do this. PTapp volunteered to take them to a company in Omaha & get them checked.

Village Generator – After discussion, it was decided that we need to be looking for 8,700W & 2,000W generators that run on gasoline (rather than propane). PTapp will look on Amazon to find a transfer switch & then refer it to DSwenson so she can order it thru our Village account.

Christmas Lights – DSwenson will check with MDalton & AGoble to put up decorations. Then more work needs to be done on them during the year.

Hiring New Clerk – A deadline date for applications was set for December 28th. DSwenson, TGlas & RGoble volunteered to make up the Interview team. They will go thru the submitted applications & then set up interviews the week of January 4th.

New Business

PTV meeting – was set for Monday, January 18, 2021 at 7:00 PM. Because of the deadline to submit information for Car Show books, discussion was held on whether to hold a Car Show at PTV this year. It was decided to have the event again. Details discussed were Phillip Tapp, Adam Zierott, Roy Melo as possible chairmen, run the Show from 10 AM to 2 PM, free will offering for entry fee, & have trophies only for the awards.

Animal Ordinance – TGlas distributed a proposed Animal Ordinance that the Board had considered a couple of years ago. The Board was asked to look it over during the month & suggest some less wordy edits.

Sales Tax Ordinance – Official results were received from the Cass County Election Commissioner that the Sales Tax proposal passed at the November election. Four items are now required for the tax to become effective: a copy of the Ordinance that is adopted after the election, a certified map of the Village, a certified copy of the election results, and a certified statement from the county election commissioner that the question of imposing a city tax has not failed in the previous 23 months. If the required documents are received by the Department of Revenue by March 3, 2021, the effective date of the sales tax will be July 1, 2021. After discussion, RGoble moved & PTapp seconded that we proceed with obtaining the required documents. Roll call vote: All approved. Motion carried. DSwenson will contact our Village attorney, David Chebatoris, to write up the required Ordinance. The adopted sales tax increase will be held in a stipend fund exclusively for Village infrastructure.

Snow Removal – AGoble agreed to retain his position as Streets Maintenance Supervisor & be responsible for the snow plowing. A couple of names were suggested for backup snow plowing.

Public Forum

Some residents are not happy with the chip seal on Main Street. Since the chip seal was laid, there have not been enough hot days to “seal” the surface. It should eventually all soak in next summer.

Adjournment TGlas moved & PGruber seconded to adjourn the meeting at 9:51 PM. Roll call vote: All approved. Motion carried.

Jolene Dalton
Village Clerk

Date of Approval

*Copies of the minutes and reports are on file at the Manley Village Office and are available for review upon request. Minutes of the meeting can also be viewed at www.manleyne.com.

*In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, religion, age, disability, marital or familiar status. (Not all prohibited bases apply to all programs.)