

Village Of Manley
Board of Trustees Regular Meeting
March 12, 2020

The Regular Meeting of the Village of Manley Board of Trustees was called to order on March 12, 2020 by Chairman Denise Swenson at 7:00 PM at the Manley Community Center. Roll call was taken and members present were Denise Swenson, Mickey Dalton, Tim Glas, Rebecca Goble, and Adam Zierott, along with Village Clerk Jolene Dalton, Winter Streets Maintenance Supervisor Adam Goble and 4 guests. 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 MDalton moved & TGlas seconded to approve the Agenda. Roll call vote: All approved. Motion carried.

Consent Agenda items approved:

*February 13, 2020 **Minutes**

*February 2020 **Correspondence** - Received notice from Cass County Tourism that the Village has been awarded a \$2,062.50 Marketing Grant for 2020 ~~Pillage~~ **the Village**.

*February 2020 **Water Clerk's Report** - Thank you to Denise Swenson for picking up the 2020-21 water books from the printer in Lincoln; Have turned off the water at 112 Cherry & 111 Broadway due to non-payment of account; Found out RWD #3 has increased the price of water from \$2.15/1,000 gal to \$2.50/1,000 gal (an increase of \$.35/1,000 gallons).

*February 2020 **Treasurer's Report**

*February 2020 **Village Clerk's Report** - The Village of Panama backed out of taking the old playground because they did not have enough people to help with the project. Sent an email to our 2nd respondent, the Village of Craig, telling them it was theirs if they wanted it. Their Clerk is now letting their Board know. DSwenson asked our attorney, David Chebatoris, about the legal ramifications of "selling" the playground. He advised that the Village should be fine if we make out a bill of sale & put "sold as is" on it; The weather was nice on Feb 22nd, Pet Licensing Day, but did not issue many licenses that day (4 residents). Last year we issued 57 total licenses. As of the writing of this report, we have issued 40 licenses; Attended SEACA Luncheon in Omaha on February 20th; Received an email from the NE State Auditor's Office requesting further information on our Audit Waiver request. Replied back with the requested information. Have since received notice from the State Auditor's Office that our 2018-19 Audit Waiver Request has been approved; With RGoble's help, have been making good progress sorting thru the files from BMeyer; Made arrangements with Linda Behrns/KCCB for supplies for the May 2nd Spur CleanUp and with Papillion Sanitation to reserve two containers for our June 6th Village CleanUp; Along with MDalton, met with two representatives from Cass County Tourism for the site inspection regarding our Intent to Apply application for the Manley Park Improvements Project (Picnic Shelter & Playground). The Village was approved to submit the official Capital Improvement Grant application (by March 31st).

*February 2020 **Misc Monthly Reports** –

Water Specialist - Jack Faubion

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

Wastewater Specialist – Ed Blunt

2/20 & 2/28 - #2 pump still not working in auto; cells look good.

MDalton: Todd Valley Plumbing has since repaired the pump modulator; The Village has purchased two extra wet well pump floats that are stored in the Community Center utility room.

The remaining Community Center **basement storage rooms** have been cleaned out & organized by M&J Dalton & RGoble.

Two large **artificial plants** have been donated by friends of the community and have been placed in the Community Center.

Remaining Reports

***Claims** – Black Hills Energy for CommCtr-\$207.89 & Fire House-\$173.94; DHHS for water testing-\$15.00; OPPD for CommCtr-\$89.05, Fire House-\$84.61, Sewer-\$54.88, Water-\$35.43 & Street Lights-\$270.35; RWD #3 for water-\$995.00; Windstream for CommCtr-\$95.84 and Fire House-\$98.73; WireBuilt for website maint-\$50.00; Manley Hwy Acct for matching trsf from Sewer Acct-\$161.00 & Water Acct-\$161.00; JFaubion for Mar water wages & postage-\$126.75; EBlunt for Feb wastewater specialist-\$175.00; Todd Valley Plumbing & Heating for Oct lagoon servicing-\$406.98; Ameritas for sewer bond interest pymt-\$395.00; Quality Press Printing for 2020-21 water books-\$254.55; JDalton for 58-1/4 hr Feb Village Clerk wages-\$669.54; MDalton for annual lagoon prep-\$75.00; DSwenson for postage for map to Census Bureau-\$7.75; DSwenson for snowplow A-frame-\$383.60; and Adam Goble for annual lagoon prep-\$75.00.

TGlas moved & MDalton seconded to approve the Claims with the exception of the last five (5). Roll call vote: All approved. Motion carried.

TGlas moved & RGoble seconded to approve the 2 Claims for the Daltons. Roll call vote: DSwenson-yes, MDalton-abstain, TGlas-yes, RGoble-yes, AZierott-yes. Motion carried.

MDalton moved & TGlas seconded to approve the 2 Claims for DSwenson. Roll call vote: DSwenson-abstain, MDalton-yes, TGlas-yes, RGoble-yes, AZierott-yes. Motion carried.

MDalton moved & TGlas seconded to approve the Claim for Adam Goble. Roll call vote: DSwenson-yes, MDalton-yes, TGlas-yes, RGoble- abstain, AZierott-yes. Motion carried.

Public Hearing was opened at 7:05 PM. A brief explanation for adopting the 2018 International Property Maintenance Code book was given. DSwenson read proposed **Ordinance 20-02**.

**AN ORDINANCE OF THE VILLAGE OF MANLEY, CASS COUNTY, NEBRASKA,
ADOPTING THE 2018 INTERNATIONAL PROPERTY MAINTENANCE CODE,
ESTABLISHING RULES AND REGULATIONS TO GOVERN PROPERTY;
TO PROVIDE FOR REPEAL OF CONFLICTING ORDINANCES OR SECTIONS;
TO PROVIDE FOR AN EFFECTIVE DATE.**

BE IT ORDAINED BY THE CHAIRMAN AND BOARD OF TRUSTEES OF THE VILLAGE
OF MANLEY, CASS COUNTY, NEBRASKA:

SECTION 1: That Ordinance 20-02 adopting the 2018 International Property Maintenance Code is hereby accepted and adopted.

SECTION 2: That the Village of Manley Board of Trustees is hereby authorized to set forth fees and fines by a Resolution and public notification as required by State law as necessary to comply with the Code contents.

SECTION 3: The Village of Manley Board of Trustees is hereby authorized to adjust the 2018 International Property Maintenance Code as needed with a Resolution and public notification as required by State law.

SECTION 4: That any other Ordinance passed and approved prior to this passage, approval and publication of the Ordinance and in conflict with these provisions, is hereby repealed.

SECTION 5: The Ordinance shall take effect and be in full force from and after its passage, approval and publication as required by law.

There being no further discussion, MDalton moved & TGlas seconded to approve the adoption of Ordinance 20-02. Roll call vote: All approved. Motion carried.

The Public Hearing was closed at 7:08 PM.

Unfinished Business

Zoning – DSwenson presented the first draft of an agreement between the Village and James & Cortney Struthers (209 Broadway) regarding applicable fines for the violation of a required building permit. After

discussion AZierott moved & TGlas moved to accept the agreement as edited. Roll call vote: All approved. Motion carried.

DSwenson presented a plat request from David Chebatoris, attorney for Galan Vogler. Vogler is looking to sell land by the Cass County Fairgrounds. After discussion, AZierott moved & RGoble seconded to approve the Plat for an Administrative Subdivision of Tax Lot 16. Roll call vote: All approved. Motion carried.

Building Permit – After discussion, AZierott moved & TGlas seconded that the Board affirm the building permit granted by our temporary Zoning Administrators, DSwenson & MDalton, to Dan & Roxanne Weeks at 315 Sunrise Court for a gravel driveway to the pole barn in the back of their house. Roll call vote: All approved. Motion carried.

Jim & Deb Woolhiser presented a request for approval to place a Tuff shed in back of their house. After discussion, TGlas moved & AZierott seconded that the Board affirm a building permit to the Woolhisers at 109 North Street, contingent upon approval from our Zoning Administrator. Roll call vote: All approved. Motion carried.

Annexation Project – The maps in our Comprehensive Plan need to be changed. Some of the maps have been updated. Hannah-Keelan, who did our Comp Plan, will have to do the updating of the remaining maps.

Regarding the new lights requested on 160th Street & Sunrise Court, a representative from OPPD came out & discussed the reasoning & options for street lights with DSwenson & MDalton. He will confirm but thought that OPPD puts up the wood overhead lines at no cost to us. If we wanted steel poles, we would be charged for the boring of the electrical underground wire. TGlas moved & MDalton seconded that we approve the erection of wood poles in our new areas. Roll call vote: All approved. Motion carried. Three (3) lights are planned on Sunrise Court & six (6) on 160th Street. They will cost \$8.30/month/light.

Initial bids for asphaltting & cementing Sunrise Court streets have been received (\$37,000 vs \$44,000). The Board agreed it would cost more upfront to lay concrete but it would be cheaper in the long run. The question is how the Village could pay for it. DSwenson with check with JEO on any funding we might be able to apply for.

Open Village Positions – A resignation phone call was received from Heath Linsey from his position as Planning Commission member. DSwenson presented the first draft of job descriptions for the Zoning Administrator and the Planning Commission & edits were made. The Board will post the openings at the Post Office & JDalton will send out a notice to the residents.

Nuisance Violations – DSwenson discussed the current situation at 105 Locust Street with the owner, who has put a deadline on the “renter” to get it cleaned up. AZierott is working on getting violations handled at 106 Broadway & DSwenson will do the same at 112 Cherry.

Picnic Shelter – MDalton reported on the progress made during the good weather days this past month. DSwenson is in contact with Jessie Woolhiser, who is working on ideas for the murals on the gable ends. Thank you to Phillip Tapp for usage of the equipment needed to get the electrical pipe drilled into the Community Center.

Playground – DSwenson & MDalton will meet with Dan Sorenson from Crouch Recreation in the next couple of weeks, who will guide them on site preparation & getting parts ready. (See the Village Clerk’s Report above regarding the Old Playground.)

Sewer Maintenance – The sewers will be flushed Friday, March 13, 2020 by the Louisville Maintenance Dept. MDalton & Adam Goble found & uncovered every manhole in the Village. An 8” riser was purchased to raise up the manhole cover that is located on the east end of the alley behind the Manley Hide-Away to be flush with the surface.

DSwenson has talked to Mike Lucas from NE Rural Water about smoking our sewer lines. A guest mentioned that Midwest Assistance Program also does smoking – you buy the candles, the labor is free.

New Business

PTV meeting – will be scheduled later.

Internet Provider – The salesman from Future Tech, who gave us a bid on phone service last month, was not aware that we would be interested in bundling our phone & internet so TGlas will talk with the salesman & get a bid on bundling. There would be an initial investment in equipment but the package would most likely be cheaper.

Maintenance Building Door – It was agreed that an overhead door is needed for the second set of doors on the Maintenance Building. MDalton will get bids from two local companies, Langfeldt Overhead Door & Apex Garage, both out of Louisville.

Street Maintenance – MDalton reported he did not get to Lincoln to get further information on chip-sealing. He will try to do so this month.

AZierott is discussing our Village Engineer position with a couple of other companies who have been recommended.

MDalton & Adam Goble will get the speed limit signs on Manley Lane moved.

Adam Goble will cold patch some holes in the asphalt around the Village once the weather allows.

Lagoon Maintenance – Todd Valley Plumbing fixed the pump modulator.

MDalton, Adam Goble & AZierott have designed & made a duckweed barrier to be put in #1 & #2 cells.

MDalton & Adam Goble worked on clearing “trees” from the lagoon area. More work needs to be done taking “trees” out of the fence line, fixing fencing, and replacing some broken poles.

Water Rates – DSwenson talked to RWD #3 after we noticed an increase in our water rates. RWD has not had an increase in 27 years but the Board received no notice of the increase. Rather than having the residents absorb the increase at this time, the Board will work on replacing the water meters ASAP & see how that affects our income.

2020 Village Mowing – DSwenson talked with Owen Kunz regarding this year’s mowing & he said there would be no increase in his price. TGlas moved & AZierott seconded that we retain Mowen Owen Lawn & Garden to do our Village mowing this year. Roll call vote: All approved. Motion carried.

Bench Shelters – DSwenson presented a couple of ideas for the benches. The Board will continue to look at construction ideas, using the Jerry Sheehan money in the best way possible.

Flower Beds – DSwenson was given approval to extend the flower garden & border from the Manley Park sign to the lilac bush on the west.

Welcoming Committee – It was suggested we officially welcome any new residents (including our annexed residents) with a visit & Welcoming Packet. JDalton will gather what she gives to new water customers as a starter for the Board to look at. TGlas offered black Thank You bags we could put the items in.

Public Forum

Old wood-framed windows, storm windows, and pieces of slate from the School were found when cleaning out the basement storage rooms in the Community Center. It was decided to put out the wood-framed windows for sale at PTV but toss the storm windows & pieces of slate when we have our Village CleanUp in June.

Dan Monahan has requested to ease the slope to Manley Lane on his property. The Board approved the request.

MDalton reported that the man who will make the iron picnic table legs for us just does this work on the side so has requested a minimum order of six (6) pair to make it worth his while to set up the machinery. The Board gave approval for six (6) pair to be made at this time.

It was reported that the meter pole at 209 Broadway was broken but the meter is still working. MDalton will see what can be done.

Discussion was held about letting residents know when there is a project around the Village that needs a few people to help. Then they will be more aware of what is being done around the Village & can help out if they are available.

Adjournment TGlas moved & MDalton seconded to adjourn the meeting at 9:28 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.)