

Village Of Manley
Board of Trustees Regular Meeting
April 9, 2020

The Regular Meeting of the Village of Manley Board of Trustees was called to order on April 9, 2020 by Chairman Denise Swenson at 7:02 PM via Zoom video & audio conference. 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 and Streets Maintenance Supervisor Adam Goble. 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 being held via Zoom was posted on the Village website, in the bulletin boards on the Fire House & Post Office and sent out via email to Manley residents who accept notices electronically.

Agenda After a request to pull out the Water Clerk & Village Clerk Reports, TGlaser moved & MDalton seconded to approve the amended Agenda. Roll call vote: All approved. Motion carried.

Consent Agenda items approved:

*March 12, 2020 **Minutes**

*March 2020 **Treasurer's Report**

*March 2020 **Misc Monthly Reports –**

Water Specialist - Jack Faubion

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

Wastewater Specialist – Ed Blunt

3/4 & 25 – Checked the lagoons. Looked good.

Picnic Shelter – Mickey Dalton & Adam Goble - started painting soffits & fascia; cut gable end boards for Jessie Woolhiser for the murals; painted & repaired all current picnic tables; picked up metal bases & wood for new picnic tables and assembled them.

New Playground – The meeting with Dan from Crouch Recreation has been postponed due to the coronavirus.

Sewer Maintenance – Mickey Dalton & Adam Goble - All the manholes have been uncovered. A 12" riser was added to the manhole on the east end of the alley behind the Manley HideAway. THANK YOU to Frontier Coop for their help in uncovering a buried manhole. All the sewer lines have been flushed by the Louisville Maintenance Dept.

Lagoons – Mickey Dalton & Adam Goble - Cell #3 – cut trees out of the fence line, stapled barbed wire fencing back up, fixed broken posts; Cells #1 & 2 - cut trees out of the fence line, stapled barbed wire fencing back up; installed the Duckweed Barrier in Cells #1 & 2.

Street Signs – Adam Goble - Moved speed limit sign on Manley Lane; straightened up the stop sign at Locust & North Streets that got hit again.

Community Center – Mickey Dalton - Purchased & installed a motion sensor to alert the Office when someone comes into the building

*March 2020 **Water Clerk's Report** – Anthony Houchin's delinquent account for 112 Cherry was discussed. DSwenson will let him know he needs to submit a payment plan to the Board by May 1st, including the dog license & building permit charges.

RGoble moved & TGlaser seconded to approve the Water Clerk's Report. Roll call vote: All approved. Motion carried.

*March 2020 **Village Clerk's Report** - Sent/emailed March letter to residents; Filed 2020 1st Qtr Employer Tax Forms (Federal & SUTA); Wired money for Sewer Bond interest payment on March 31st; Animal Licensing – Have registered 57 animals to date. Included notice with delivered water books to 4 residents who registered animals last year but have not done so yet this year; MDalton & JDalton delivered the new water books. It is

planned to do the annual reading of the meters once the coronavirus situation settles down; Completed & submitted the Cass County Tourism Capital Improvement Grant application for the Manley Park Improvements Project (Picnic Shelter & Playground); Received the 2019 Annual Water Quality Report for the Village & posted it as required; Old Playground – Have been in contact with the Clerk from the Village of Craig. They will be coming to disassemble & remove the old playground but presently things are a little hectic there with the coronavirus situation she said; Have been working on the files from BMeyer.

Discussion on what to do about residents who have not licensed their animals as required. JDalton will send another notice to residents who are not in compliance with the Ordinance.

Discussion about utilizing the Community Center for a community tornado shelter. Tornado season is upon us so the Board was challenged to think about a workable plan. DSwenson & JDalton will then work on a notice to send out to the residents.

TGlas moved & RGoble seconded to approve the Village Clerk's Report. Roll call vote: All approved. Motion carried.

Remaining Reports

***Claims** – Black Hills Energy for CommCtr-\$159.28 & Fire House-\$137.44; DHHS for water testing-\$15.00; OPPD for CommCtr-\$85.90, Fire House-\$99.79, Sewer-\$50.77, Water-\$34.78 & Street Lights-\$270.39; RWD #3 for water-\$700.00; 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 Apr water wages & postage-\$126.75; EBlunt for Mar wastewater specialist-\$175.00; Ball Insurance for qrtly premium payment-\$1,125.00; NE Dept of Revenue for 1st Qtr Sales Tax-\$637.45; Manley Water Acct for trsf from Sewer Acct for 1st Qtr Sales Tax-\$383.62; One Call Concepts for 1st Qtr digger calls-\$1.15; US Treasury for 1st Qtr P/R taxes-\$337.56; Pat Ferris for 6 pr picnic table legs-\$510.00; Home Depot for wood for picnic tables-\$420.32, steel wire wheels for playground maintenance-\$39.94 & asphalt cold patch for streets-\$137.50; OPPD for Chr lights-\$38.98; Farmers & Merchants Bank for sewer bond interest pymt wire fee-\$15.00; Zimco for lagoon perimeter weed killer-\$83.00; Meeske Hardware for zip-ties for lagoon fence repair-\$27.99 & concrete mix to stabilize manhole riser-\$37.74; Kersten Precast Concrete for 8" & 4" manhole cover risers-\$130.00; City of Louisville to flush Village sewer lines; Meeske Auto Parts for inner tubes for lagoon duckweed barriers-\$59.98; JDalton for Mar Village Clerk-62-1/2 hr-\$717.23; MDalton for paint & hardware for picnic shelter & tables-\$159.19; MDalton for stripping discs for playground maintenance & CommCenter door motion sensor-\$60.94; MDalton for manhole & sewer lines work and lagoon maintenance-17-1/2 hr-\$262.50; and Adam Goble for manhole work and lagoon maintenance-11-1/2 hr-\$172.50.

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

Unfinished Business

Zoning - A request was received from Schmitz Land Surveying for approval of a replat of Lots 1 & 2 in the Miles Subdivision. MDalton moved & TGlas seconded to approve the replat as presented. Roll call vote: All approved. Motion carried.

After discussion, AZierott moved & TGlas seconded to approve a subdivision permit and a building permit for an odorizer shed for Northern Natural Gas. Roll call vote: All approved. Motion carried.

After discussion, AZierott moved & MDalton seconded to make a resolution for a \$200.00 Administrative Fee for any Zoning &/or Subdivision changes.

Building Permit – After discussion, MDalton moved & TGlas seconded that the Board affirm the building permit granted by our temporary Zoning Administrators, DSwenson & MDalton, to Dan Monahan for a pool & fence and that the permit fee be waived for the work DMonahan has done around the Village. Roll call vote: All approved. Motion carried.

After discussion, DSwenson volunteered to talk to Larry & Trish Schliefert about buildings being moved on their property.

After review of last month's proceedings, TGlaser moved & MDalton seconded that the three readings of Ordinance 20-02 be waived & the effective date of the Ordinance be recorded as of today, April 9, 2020. Roll call vote: All approved. Motion carried. The Board will also work on a fee schedule for items covered in the newly adopted IMPC book.

Open Village Positions – Approval of edited job descriptions for the Zoning Administrator and the Planning Commission was given.

Nuisance Violations – DSwenson talked to the owner & got an update on 105 Locust Street. The renter has been working on cleaning up the house & has been given a June 1st deadline to Close on buying the house. Violations at 106 Broadway & 112 Cherry are still being worked on.

Internet Provider – TGlaser reported that he has not been able to get something in writing from the Future Tech salesman so discussion was tabled until next month.

Maintenance Building Door – MDalton reported on bids he got from Omaha Door, Langfeldt Overhead Door & Apex Garage to replace the second overhead door on the building. AZierott moved & TGlaser seconded that we accept the bid from Apex Garage for the 14' x 10' door with an opener. Roll call vote: All approved. Motion carried. MDalton will build the frame needed for the door.

Street Maintenance – DSwenson talked to JEO about our street needs. The Village does not qualify for CDBG funds at the present time due to the low to moderate income percentage. Terry Meier from JEO is willing to come to talk to the Board about various options so DSwenson will make arrangements for him to do so.

MDalton reported on his discussion with the Lancaster County Engineer about chip sealing. Because of the size of our needs & the distance the company has to come, it would be more financially feasible if the Village could hook on to another job being done in the area. MDalton will stay in contact with the engineer.

Welcoming Packet – JDalton distributed the letter that is given to new water customers as a starter for the Board to look at. It will need to be edited to fit the situation so the Board was asked for edits & suggestions of other items to be included in the Packet.

Community Center projects – Weather allowing, DSwenson will work on landscaping on the west side of the building. Once that is done, work will be finished in the west stairwell.

Park – Some trash can lids are needed for our open containers. The Board will research various companies for the item.

New Business

PTV meeting – Because of the coronavirus situation, this will be tabled until next month.

Audit Committee - Because of the coronavirus situation, the semi-annual audit of the books will be tabled until next month

2020 Village Lawn Care – DSwenson talked with Jaimy Nixon of TreeRific regarding this year's lawn care of weed spraying & fertilization & he said there would be no increase in his price. MDalton moved & TGlaser seconded that we retain TreeRific to do the care of our Village grassy areas this year. Roll call vote: All approved. Motion carried.

Public Forum

There has been inquiries from surrounding ball teams about the use of our ballfield. When the coronavirus restriction has been lifted, the field will be available for use. The Village Office &/or Village Chairman will need to be notified for scheduling.

As soon as conditions allow, the Village burn pile will be lit!

Working around the coronavirus restrictions, OPPD will get the new light poles on 160th Street & Sunrise Court installed as soon as they can.

After the annexation, the Village should update the maps in the Comprehensive Plan. DSwenson talked to Hannah-Keelan who oversaw the 2010 Comprehensive Plan. A representative from Hannah-Keelan will be invited to come to a meeting to explain the update. The cost would be ~\$8,000.00. Further discussion was tabled until a couple of zoning issues on the table are finalized.

Setting up a “Next Door” phone app for the Village was discussed. The Village would use it for notification purposes only. Residents would have to agree to be added on. There is no cost or administrator for the app.

Spur CleanUp May 2nd – It was agreed to leave on the calendar & decide on whether to continue with the clean-up or postpone it as the date gets closer.

There has been a question by a newly annexed resident about addresses. The residents address are now in Manley’s Village area. DSwenson explained to get Manley mail delivery they would have to get a box at the Manley Post Office. Since Manley does not have a rural route, the residents can continue getting their mail through the Weeping Water mail route but will have to put Weeping Water on their address.

Speed limit signs – Adam Goble pointed out a couple of locations that need the speed limit clarified. It was agreed to have him get & install the necessary signs.

Adjournment TGlas moved & RGoble seconded to adjourn the meeting at 8:56 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 familial status. (Not all prohibited bases apply to all programs.)