

**Village Of Manley  
Board of Trustees Special Meeting  
May 25, 2017**

The Special Meeting of the Village of Manley Board of Trustees was called to order on May 25, 2017 by Chairman Betty Meyer at 6:43 PM at the Manley Community Center. Roll call was taken and members present were Betty Meyer, Mickey Dalton, Tim Glas, Denise Swenson and Adam Zierott along with Village Clerk Jolene Dalton, and two (2) guests. A copy of the Open Meeting Act is posted in the Village Office for review. The Code of Conduct for Municipalities was read by Chairman BMeyer. Notice of this meeting was posted in the bulletin boards on the Fire House & Post Office.

**Violation of Village Ordinance #7, Item #VII**

MDalton moved & TGlaser seconded to go into Executive Session at 6:53 PM. Roll call vote: MDalton-yes, TGlaser-yes, BMeyer-yes, DSwenson-no, AZierott-no. Motion carried.

Don Colbert addressed the Board prior to going into Executive Session and said he would uncover the collar whenever necessary.

TGlaser moved & DSwenson seconded to reconvene in Open Session at 7:35 PM. Motion carried.

Chairman BMeyer read Ordinance 7, Section VII. According to the Ordinance, the land owner was in violation when he removed the sewer collar and there is a \$100.00 fine. There was additional expense for an attorney, which the Board agreed to absorb and consider the incident a learning experience.

The Board gave the land owner two options:

\*The Village would leave the collar below ground but the land owner would be responsible for any & all damage to the collar; or

\*The Village would raise the collar above ground and put 4 protective posts around it. The land owner would be responsible for any & all damage to the posts.

Don Colbert, speaking for the land owner, Justin Colbert, said he would choose the first option, to leave the collar below ground.

The Board will write up an agreement with all the details for the land owner to sign.

BMeyer apologized for not calling the land owner to let him know what was being done. The Board apologized for not letting the land owner know what was being discussed regarding the sewer opening on his land.

In the future, unless it is an emergency, the land owner will be given a 24 hour notice that the Village will be doing work on their easement.

The Board will also place a sign in the area stating where the Village property is specifically located.

After discussion, TGlaser moved & AZierott seconded that the Village accept the cost of the digging work Don Colbert did at the Fire Barn for the water emergency in lieu of the \$100.00 Sewer Ordinance violation fine.

Roll call vote: BMeyer-yes, MDalton-yes, TGlaser-yes, AZierott-yes, DSwenson-yes. Motion carried.

**Auditing Sub-Committee** – Because of the time, MDalton moved & TGlaser seconded that the Internal Semi-Annual Financial Audit be postponed to a later date in the next month. Motion carried.

**Pillage the Village Sub-Committee** –

\*Car Show – TGlaser reported that the fliers were ordered & emails sent out. DSwenson will ask her contact to make 3 trophies.

\*DJ – TGlaser reported that Brian Finch has agreed to DJ whatever we need for the day (if we buy him lunch).

- \*Concessions – nothing new
- \*Craft Fair – nothing new
- \*Quilt Raffle – BMeyer will see if we can get a 10<sup>th</sup> year shirt early & DSwenson will work on the design.
- \*Scavenger Hunt – DSwenson working on ideas.
- \*Kickball – nothing new
- \*Checking into a Special Use Permit for an Entertainment District Liquor License for the day was discussed. Decided not to pursue at this time.
- \*Meat – AZierott still working on some connections & donations.
- \*Coffee & Cinnamon Rolls – JDalton still has to contact the Holdorfs.
- \*Coloring Contest – JDalton working on a design to be used for publicity purposes. Will check on having this design put on our website for children to print off, color & submit to us for displaying around the area. Received a \$50 gift certificate from Oriental Trading Company for prizes. Has written a letter requesting other donations from other local companies that will be sent out the middle of June.
- \*Miniature Rock Garden – JDalton still has to contact the Weeping Water Garden Club & the Holdorfs. Will write a letter to request donations from local nurseries.
- \*Cupcake Decorating Contest – JDalton has written a letter requesting icing, sprinkles & pre-made decoration donations from local companies that will be sent out the middle of June.
- \*Demonstrations – JDalton has a second invitation ready to go out this week. Have two groups confirmed at this time. TGlaser said the DJ will handle the PA System for the demonstrations.
- \*Sponsors – JDalton has solicitation letter ready to go out the first of June.
- \*Publicity – TGlaser reported that the signs, fliers & banners should be here by our June Board meeting; JDalton will work on the *Cassgram* schedule; DSwenson & TGlaser are working on the Viking costume. This year's float design was discussed. DSwenson will get numbers to update the signs & banners we already have.

**Adjournment** TGlaser moved & MDalton seconded to adjourn the meeting at 8:40 PM. Motion carried.

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Jolene Dalton  
Village Clerk

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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](http://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.)