

**Village Of Manley
Board of Trustees Regular Meeting
November 8, 2018**

The Regular Meeting of the Village of Manley Board of Trustees was called to order on November 8, 2018 by Chairman Betty Meyer at 7:03 PM at the Manley Community Center. Roll call was taken and members present were Betty Meyer, Mickey Dalton, Tim Glas, and Denise Swenson along with Village Clerk Jolene Dalton, newly-elected Board member Rebecca Goble, and one guest. Board member Adam Zierott was excused. 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 BMeyer. Notice of this meeting was posted on our website and in the bulletin boards on the Fire House & Post Office.

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

Consent Agenda items approved:

*October 11, 2018 Regular Meeting & October 24, 2018 Special Meeting **Minutes**

*October 2018 **Correspondence**

*October 2018 **Water Clerk Report**

*October 2018 **Treasurer's Report**

*October 2018 **Village Clerk's Report** – Filled out & mailed to JEO: Local Option Sales Tax form, Certification to Board of Public Roads Classifications and Standard form, & Fiscal Report Information form; Received Manley Hide Away's liquor license from State. After receiving proper payment, gave liquor & tobacco licenses to Tom Sorensen; Attended the SEACA Luncheon in Malcolm on October 18th; Made arrangements with bank to change amount of Water & Sewer transfers to Hwy Account for the required 2018-19 matching funds

***Misc Monthly Reports** –

Audit Committee - Tim Glas, Mickey Dalton & Adam Zierott met on October 17th to audit the Treasurer's books from May 2018 thru September 2018. All the books were found to be in order.

***Claims** - Black Hills Energy for CommCtr-\$36.31 & Fire House-\$29.77; DHHS for water testing-\$15.00; OPPD for Fire House&CommCtr-\$132.54, Sewer-\$49.08, Water-\$28.00 & Street Lights-\$341.98; RWD #3 for water-\$869.20; WWPS Bldg Fund for CommCtr payment-\$350.00; Windstream for CommCtr-\$94.90 & Fire House-\$98.19; WireBuilt for website maint-\$50.00; Manley Hwy Acct for matching trsf from Sewer Acct-\$138.00 & Water Acct-\$138.00; JDalton for 54-1/2 hr Oct Village Clerk wages-\$626.92; Ball Insurance Services for 2018-19 1st qtrly premium-\$1,050.50; Manley General Fund (from CC) for PTV supplies/expenses-\$291.73; Meeske Hdwr for VPL paint-\$44.99; MDalton for VPL door trim-\$88.73; Weeping Water Public School fund for liquor & tobacco licenses-\$310.00; Midwest Laboratories for annual influent-\$426.90; Jordan Surveying for annexation maps-\$500.00; and 2017-18 Board member remuneration: BMeyer-\$360.00, MDalton-\$360.00, TGlaser-\$360.00, DSwenson-\$345.00, & AZierott-\$330.00.

(Note: The Monthly Reports accepted &/or approved with the approval of the Agenda will be attached to the official copy of these minutes.)

Public Forum

Concern was expressed about residents' trailers sitting in the streets when we get a snow storm. All vehicles are to be moved off the streets when we have a snow storm. If we have a problem with the trailers we will have them towed at the owner's expense.

BMeyer reported that, as Zoning Administrator, she received a request for a permit to construct a driveway leading to a camper storage area to be built on the property across Hwy 1 from Manley Lane. After discussion, the Board agreed that we suggest to the DOT that they physically look at the project and make sure it will not be a hazard for Hwy 1 traffic.

JDalton reported on the presentation she attended in Unadilla by Kim Neiman, Clerk of Pilger, NE, regarding the June 2014 tornado that struck Pilger & lessons learned from it. Jolene suggested we might host her for a similar presentation in our area sometime next year. She does not charge a fee – just asks her expenses be covered. The Board agreed it was something we should look into doing.

DSwenson brought up the fact that Manley's 10 year Comprehensive Plan will "expire" in 2020. We should start looking into what we need to do to update it. She made CD copies of the Plan that she distributed to the Board members.

MDalton reported that Steubie's Grocery Store in Plattsmouth had closed & a sale of items from the store was being held. He asked permission to purchase a fireproof file cabinet from the sale IF there was one & the price was right. The Board agreed to leave it to his discretion.

Unfinished Business

Update on Annexation Procedure – BMeyer reported that she got the necessary maps from the Cass County Surveyor (the first step). The next steps involve working on the plan & a resolution to be brought before the community at Public Meetings. Betty is working on the resolution & we will discuss further at the next meeting.

Insurance Changes – We received the bid to add structures in the park to our policy. Some questions arose about deductible & number of occurrences, so TGlas volunteered to call Erin Ball & get further details.

LARM Risk Management Seminar – Mickey & Jolene Dalton distributed their report on the Seminar they attended on November 1st and went over the highlights. Items they felt the Board needs to look into further were: checking into purchasing the International Property Maintenance Code (IPMC), getting secure storage (fireproof cabinet) for our records, installing some type of buzzer on the door for security, looking into a Safety Committee (which state law requires if you have Workers Comp Insurance), and putting tread on the stairs.

Neglected Building Ordinance – Discussion was postponed pending further information on the IPMC mentioned above.

Nuisance Violation Update – Discussion was postponed until next meeting.

Louisville Area Foundation – DSwenson has not received an update so had nothing to report.

Pillage the Village Meeting – was scheduled for Wednesday, January 16th at 7:00 PM

Sales Tax – JDalton distributed a copy she received from the LONM of Hartington, NE's resolution to approve a municipal sales tax. The Board is to look it over for the next meeting.

Traffic Signs – MDalton reported that he found out that Cornhusker State Industries makes the signs we need. Their price was significantly less so he order what we needed. We still need the breakaway posts for the signs so he is checking with the Cass County Dept of Roads about them. "Kids at Play" signs were further discussed. TGlas will check into them more & the Board will consider further.

Vertical Platform Lift – MDalton gave an update on the Lift.

Water/Sewer Infrastructure – An informative email from Blake Birkel was received after his discussion with us at the last meeting. BMeyer is checking into some additional details.

New Business

Snow Removal – A couple of suggestions were presented to possibly make the job safer & more efficient. If Adam Goble, our contracted plower, sees a need, he is to let the Board know.

Job Descriptions – M&JDalton presented a first draft of a Board Member’s job and asked the Board to review for the next meeting. She again requested job description from BMeyer (Board Chm & numerous other jobs), Jack Faubion (water) & Ed Blunt (wastewater).

Building Permit – After discussion, MDalton moved & DSwenson seconded that the Board affirm the building permits granted by our Zoning Administrator to Adam & Rebecca Goble at 205 Broadway for a storage trailer and Terry & Betty Meyer at 213 Locust for a porch. Roll call vote: All approved. Motion carried.

Community Center Rentals – Contracts have been signed for Marilyn Plowman (east room upstairs) and Mickey & Jolene Dalton (downstairs) on Christmas Eve, Pat & Shelly Smith on Christmas, and Mickey & Jolene Dalton on December 30th.

Adjournment MDalton moved & TGLas seconded to adjourn the meeting at 9:13 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.

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