

**Village Of Manley
Board of Trustees Regular Meeting
February 13, 2019**

The Regular Meeting of the Village of Manley Board of Trustees was called to order on February 13, 2019 by Chairman Denise Swenson at 7:01 PM at the Manley Community Center. Roll call was taken and members present were Denise Swenson, Mickey Dalton, Tim Glas and Adam Zierott along with Village Clerk Jolene Dalton, Zoning Administrator Betty Meyer, Midlands Community Foundation Executive Director Tonee Gay and two guests. Board Member Rebecca Goble will be late because of work. 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 our 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:

*January 10, 2019 **Minutes**

*January 2019 **Water Clerk Report**

*January 2019 **Treasurer's Report**

*January 2019 **Village Clerk's Report** - Sent/mailed January letter to residents; Submitted 2019 Cass County Tourism Capital Improvement Grant-Intent to Apply form for new picnic shelter; With DSwenson's help, submitted Midlands Community Foundation Grant application for a new playground; Received \$9,500.00 balance of our CCCFF Grant after the final report for the VPL was submitted; Updated signatures on all our accounts at Farmers & Merchants Bank; Ordered & received additional keys for the FireKing fireproof cabinet. One key for each cabinet has been put in the key box in the office.

***Misc Monthly Reports** –

Water Specialist - January water sample had no violations

Wastewater Specialist – Conducted sampling discharge & had samples delivered to Midwest Labs.

Snow Plow - Adam Goble – Reported on work done to vehicles & work that needs to be done on them.

***Claims** - Black Hills Energy for CommCtr-\$241.12 & Fire House-\$141.80; DHHS for water testing (2 months)-\$30.00; OPPD for Fire House&CommCtr-\$193.98, Sewer-\$53.15, Water-\$32.04 & Street Lights-\$342.75; RWD #3 for water-\$888.55; WWPS Bldg Fund for CommCtr payment-\$350.00; Windstream for CommCtr-\$95.19 & Fire House-\$98.17; WireBuilt for website maint-\$50.00; Manley Hwy Acct for matching trsf from Sewer Acct-\$161.00 & Water Acct-\$161.00; JDalton for 65 hr Jan Village Clerk wages-\$734.41; JFaubion for Feb water wages, postage, water class & mileage-\$338.38; EBlunt for Jan Wastewater Specialist-\$125.00; Kelly's Carpet for kitchenette carpet squares-\$743.69; MDalton for microwave & trash cans-\$70.04; JDalton for CCCFF postage-\$12.90; SEACA for annual dues-\$10.00; KCCB for annual membership-\$100.00; MDalton for ice melt & IPMC book-\$50.49; JDalton for stamps, index tabs & FireKing cabinet key-\$86.28; Adam Goble for Jan snow plowing-\$210.00; Dave Ortlieb for rock & hauling-\$143.48; M&N Investments for snow plow fuel-\$68.14; Lee Enterprises for publishing Road Plan Public Hearing notice-\$7.58; Adam Goble for snow plow & tractor maintenance-\$114.46; and Midwest Laboratories for testing & supplies-\$120.00.

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

Louisville Area Foundation – Tonee Gay, Executive Director of the Midlands Community Foundation (MAF), explained the Louisville Area Foundation (LAF), which is set up as an umbrella under the MCF and which we have the option of joining. She explained the different LAF funds, who does what, and the costs involved - and answered questions the Board members had. The Board members are to read thru the materials she gave them and it will be discussed further at next month's Board meeting.

Board member Rebecca Goble arrived during the LAF presentation.

Tonee Gay was then excused from the meeting.

Public Hearing – Chairman DSwenson opened the Public Hearing on the One & Six Year Street Plan at 7:29 PM. There being no voiced opposition to the Plan, MDalton moved & TGlas seconded to adopt the following Resolution:

“WHEREAS, the City Street Superintendent has prepared and presented a One Year and Six Year Plan for Street Improvement Program for the Village of Manley, and

WHEREAS, a public meeting was held on the 13th day of February, 2019, to present this plan and there were no objections to said plan;

THEREFORE BE IT RESOLVED BY THE Chairperson and Village Board of Trustees of Manley, Nebraska that the plans and data as furnished are hereby in all things accepted and adopted.”

Roll call vote: All approved. Motion carried.

Chairman DSwenson closed the Public Hearing at 7:31 PM.

Public Forum

A Midwest Community Foundation Grant application for a new playground to replace the aged wooden one in the southwest area of the Park has been submitted. DSwenson explained the proposed playground design, as worked on by her and M&JDalton, costs & plans for implementation.

A 2019 Cass County Tourism Capital Improvement Grant-Intent to Apply form for a new picnic shelter in the Park has been submitted. JDalton explained the Cass County Tourism process on proceeding.

After discussion, MDalton moved & TGlas seconded that, after the Community Center is paid off next month, we take the same \$350/month payment and apply it toward our Tornado Siren loan. Roll call vote: All approved. Motion carried.

After discussion, MDalton moved & RGlas seconded that we not renew our Safe Deposit Box at Farmers & Merchants Bank when it comes due in August because we now have the fireproof file cabinets where we can safely keep the documents that are in the Safe Deposit Box. Roll call vote: All approved. Motion carried.

Unfinished Business

*Annexation Project – DSwenson reported on her findings regarding a couple of local attorney’s hourly charges. It was agreed to continue with David Chebatoris as our Village attorney. After discussion on the next steps to take in the annexation process, RGoble moved & TGlas seconded that BMeyer contact our attorney to write up the needed Resolution. Roll call vote: All approved. Motion carried.

*Neglected Building Ordinance –The International Property Maintenance Code (IPMC) book did not make it around to all the Board members to read during the month, so further discussion was postponed until the next meeting.

*Nuisance Violations Update – The weather has hindered some work here. RGoble reported on research she did on what can be done about vehicles, etc. causing problems for clearing the streets after a snow storm. AZierott has talked with residents at 209 Broadway & 220 Main again.

*Water/Sewer Infrastructure – Because of shoulder surgery. MDalton was not able to make any progress regarding the water meters this month.

DSwenson contacted Mike Lucas at NE Rural Water to get our name on the list to get our sewer lines smoked. She also talked to Rick Micek at Mid-America Research, who recommended we do root control 2x/year. The Board decided to consider the root control procedure if we find a problem when we smoke the lines.

*Kitchenette Floor – MDalton reported on the findings in the kitchenette. When he started taking up the floor, he discovered some mold, which is believed to be from water coming in along the southwest side of the building. He talked to a mold specialist, who said we can treat the mold ourselves & recommended which

chemicals to use. Mickey suggested we pull the sink cabinets & take up the floor now, treat the mold, and then cement the area outside between the sidewalk & the building in that area in the spring before we put down the new floor. After discussion, TGlas moved & RGoble seconded that MDalton hire a couple of his helpers (@ \$10/hour) to “demo” the area. Roll call vote: All approved. Motion carried.

After discussion, MDalton moved & RGoble seconded that we

- 1) remove the dividing wall in the basement between the library & kitchenette, purchase additional carpet squares & carpet the entire room;
- 2) offer the piano for free on Buy, Sell & Trade (DSwenson volunteered to do) if they come & get it; and
- 3) repaint the entire downstairs area.

Roll call vote: All approved. Motion carried.

Additional work on the Community Center was discussed. MDalton will bring bids next meeting for the roof & gutters. DSwenson will get bids on painting the upper floor rooms & updating the lights. Board members were charged with considering paint colors for the rooms.

*Village Comprehensive Plan – The Plan will need to be renewed next year (2020). The Board was charged with looking thru the current Plan & see what changes we would like to make. DSwenson will check into the cost & procedure of making changes.

*Community Center Payoff & Vertical Platform Lift Party – RGoble volunteered to take care of the food. She presented a sample menu. JDalton reported on what is required to get a Special Designated Liquor License. AZierott volunteered to talk further with Tom Sorensen/Manley HideAway about helping us with the license. A celebration planning meeting was scheduled for Thursday, February 28th at 7:00 PM. JDalton will send out an email inviting residents, etc. to join us for this planning meeting.

New Business

*Newly Elected Officials Handbook – JDalton reported on the conference that the League holds every two years for newly elected officials. Due to the cost & the dates of the conference, TGlas moved & MDalton seconded that we purchase (for \$55) a copy of the Handbook that will be given out at the conference to get the information. Roll call vote: All approved. Motion carried.

*Village Snow Plow – BMeyer brought the maintenance records on the vehicles & gave them to Adam Goble to update as needed. After discussion on the work that is needed on the plow, TGlas moved & RGoble seconded that, as soon as is possible considering the weather & the vehicle, Adam Goble & AZierott be given permission to do whatever repair work is needed to make the plow safe & in good condition and then take it in to get realigned. Roll call vote: All approved. Motion carried.

MDalton received a call from the Lofte Theater inquiring who we have remove our snow. After discussion with Chairman DSwenson, Adam Goble was set up to plow their snow at this time. Adam will keep those hours separate from the hours he plows our streets so the Lofte can be billed for his hours. MDalton thanked Adam Goble for going above & beyond for his work on our vehicles.

We will be needing more rock, so DSwenson will get it ordered.

*The street & stop signs at North & Locust streets were knocked over by a Midwest Coop truck driver last Monday. Andy Christensen from the Coop called & said to let him know what is needed to repair/replace the signs. MDalton & BMeyer will check on replacing the signs.

*New water books for the 2019-2020 year have been ordered. Considering the cost that we are looking at to upgrade/replace meters, etc., it was suggested that during the year we consider adding an amount to each resident’s monthly bill next year for maintenance & upkeep.

*After discussion, MDalton moved & RGoble seconded that, since they used to live here & relation still does, we send flowers for Douglas & Donna Erhart, who were killed in a motor vehicle crash this past week. Roll call vote: All approved. Motion carried.

Adjournment TGlas moved & MDalton seconded to adjourn the meeting at 9:23 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.)