

**Village Of Manley  
Board of Trustees Regular Meeting  
March 14, 2019**

The Regular Meeting of the Village of Manley Board of Trustees was called to order on March 14, 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, Rebecca Goble and Adam Zierott along with Village Clerk Jolene Dalton, Zoning Administrator Betty Meyer, Winter Streets Maintenance Supervisor Adam Goble, and Cass County Economic Development Council Executive Director Jennifer Serkiz. 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** After requests to pull out the Village Clerk's Report & the Claims, TGlaser moved & RGoble seconded to approve the amended Agenda. Roll call vote: All approved. Motion carried.

Consent Agenda items approved:

\*February 13, 2019 **Minutes**

\*February **Correspondence** - Notice from Cass County Tourism that we were awarded a Marketing Grant of \$1,212.50 for the 2019 Pillage the Village; Thank you from Debbie Woolhiser & Family of Doug & Donna Erhart for the memorial plant.

\*February 2019 **Water Clerk Report**

\*February 2019 **Treasurer's Report**

\***Misc Monthly Reports** –

**Water Specialist** - February water sample had no violations

**Wastewater Specialist** – Checked per drive-by – snow too deep to access pumps

**Community Center** – Mickey Dalton - Applied tread strips to the east stairs in the building.

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

\*February 2019 **Village Clerk's Report** – Update on Pet Licensing; Worked on Village keys and updating Key Logs; After submitting requested documents, received notice from the NE Auditor's Office that our Audit Waiver Request has been approved; Continuing to work on organizing files in the Office; Cancelled automatic monthly payment (effective March 2, 2019) from our General Checking Account to the Weeping Water Public Schools Account for our Community Center 'purchase'; Set up \$350.00 automatic monthly payment (starting April 1, 2019) from our General Checking Account to our Tornado Siren Loan; Renewed our computer anti-virus subscription with Bitdefender for one year.

MDalton explained all the new work that was requested from Clerks by the Auditor's Office this year.

Discussion on what to do monthly to save time when preparing the Audit Waiver Request next year.

\***Claims** - Black Hills Energy for CommCtr-\$258.14 & Fire House-\$217.07; DHHS for water testing (2 months)-\$30.00; OPPD for CommCtr-\$90.82, Fire House-\$142.68, Sewer-\$52.54, Water-\$37.69 & Street Lights-\$343.35; RWD #3 for water-\$981.00; WWPS Bldg Fund for CommCtr payment-\$250.00; Windstream for CommCtr-\$95.14 & 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 51 hr Feb Village Clerk wages-\$587.87; JFaubion for Mar water wages & postage-\$125.60; EBlunt for Feb Wastewater Specialist-\$125.00; Kelly's Carpet for add'l kitchenette carpet squares-\$290.63; MDalton for mold treatment chemicals, stair tread & respirators-\$189.54; Jeff Vickers for kitchenette floor removal-\$150.00; Tyler Vickers for kitchenette floor removal-\$150.00; Adam Goble for kitchenette floor disposal-\$50.00; Vivian's Floral for Erhart Family memorial plant-\$40.00; David Chebatoris for annexation legal work-\$660.00; League of NE Municipalities for newly elected officials handbook-\$59.31; Adam Goble for Feb snow plowing & fuel-\$473.80; M&N Investments for snowplow fuel-\$56.99; JDalton for postage & sign bolts-\$5.34; and Midwest Laboratories for supplies-\$91.50.

Discussion was held on newly replaced street lights, snow plowing for the Loft Theater, and David Chebatoris's bill.

TGlas moved & MDalton seconded to accept &/or approve the Village Clerk's Report & the Claims. Roll call vote: All approved. Motion carried.

**Cass County Economic Development Council** – Jennifer Serkiz, Executive Director, discussed what the CCEDC presently does for the business communities & their plans for expanding into the residential & retail areas. They would be able to help us connect with land developers, should we need.

Village Comprehensive Plan – No one from Hanna-Keelan was able to come tonight. DSwenson will schedule a future meeting with them, tentatively for Thursday, March 21<sup>st</sup>. She did confirm that our current Comprehensive Plan is only a projection. It does not expire. We will not need an Ordinance to adopt any changes we would like to make to it.

### **Public Forum**

A complaint was received about our flag being wrapped around itself on the pole. TGlas unwrapped it & we will have someone look at it to see why it is doing that.

The Manley VFD has requested permission to put a kitchenette in the Fire House & repair seals on the garage doors. TGlas moved & RGoble seconded to grant permission for those improvements to be made. Roll call vote: All approved. Motion carried.

Regarding the proposed improvements to the Park, pending awarding of grants applied for, BMeyer suggested we make a display for public viewing of what is proposed, how much it will cost, etc.

### **Unfinished Business**

\*Annexation Project – After discussion, DSwenson read the following resolution written by David Chebatoris, our Village attorney:

#### Resolution 19-01

WHEREAS, it has been determined by the Village Board for the Village of Manley, Cass County, Nebraska, that it is in the best interest of the Village and necessary and desirable to annex certain contiguous land to the Village of Manley, which would result in an expansion of the boundaries of the Village.

WHEREAS, the Village has identified and determined land that is contiguous to the Village that is urban or suburban in character.

THEREFORE, BE IT RESOLVED by the Village Board Chairman and Village Board of the Village of Manley, Cass County, Nebraska, that the Village shall propose annexation of the following described property owned, owned by the titleholders, as shown below, to wit:

1. Titleholder: Sue E. Miles.

Legal Description: Lot 1, Miles Subdivision, an Administrative Subdivision located in the S ½ of the SE ¼ of Section 15-11-11, East of the 6<sup>th</sup> P.M. Cass County, Nebraska.

2. Titleholder: Steve R. Fox and Helen R. Fox, husband and wife.

Legal Description: Lot 2, Miles Subdivision, an Administrative Subdivision located in the S ½ of the SE ¼ of Section 15-11-11, East of the 6<sup>th</sup> P.M. Cass County, Nebraska.

3. Titleholder: Cary L. Christian and Stephanie J. Christian, husband and wife.

Legal Description: Lot 1, Countryside Estates, a Major Subdivision located in the S ½ of the SE ¼ of Section 15-11-11, East of the 6<sup>th</sup> P.M. Cass County, Nebraska.

4. Titleholder: Donald Lee Klaumann and Patricia K. Klaumann, husband and wife.

Legal Description: Lot 2, Countryside Estates, a Major Subdivision located in the S ½ of the SE ¼ of Section 15-11-11, East of the 6<sup>th</sup> P.M. Cass County, Nebraska.

5. Titleholder: Kenneth D. Jones.

Legal Description: Lot 3, Countryside Estates, a Major Subdivision located in the S ½ of the SE ¼ of Section 15-11-11, East of the 6<sup>th</sup> P.M. Cass County, Nebraska.

6. Titleholder: Michael B. Keim, Jr.

Legal Description: Lot 4, Countryside Estates, a Major Subdivision located in the S ½ of the SE ¼ of Section 15-11-11, East of the 6<sup>th</sup> P.M. Cass County, Nebraska.

7. Titleholder: Dave A. Hibler and Hope R. Hibler, husband and wife.

Legal Description: Lot 5, Countryside Estates, a Major Subdivision located in the S ½ of the SE ¼ of Section 15-11-11, East of the 6<sup>th</sup> P.M. Cass County, Nebraska.

8. Titleholder: Kimberly K. Jensen and Michael J. Jensen, wife and husband.

Legal Description: Lot 6, Countryside Estates, an Major Subdivision located in the S ½ of the SE ¼ of Section 15-11-11, East of the 6<sup>th</sup> P.M. Cass County, Nebraska.

9. Titleholder: U.S. Bank Trust National Association.

Legal Description: Lot 7, Countryside Estates, an Major Subdivision located in the S ½ of the SE ¼ of Section 15-11-11, East of the 6<sup>th</sup> P.M. Cass County, Nebraska.

10. Titleholder: Jeffrey Mitchell Gordon.

Legal Description: Lot 8, Countryside Estates, an Major Subdivision located in the S ½ of the SE ¼ of Section 15-11-11, East of the 6<sup>th</sup> P.M. Cass County, Nebraska.

11. Titleholder: Richard Lee Fox, Trustee of the Richard Lee Fox Revocable Trust, dated April 6, 2017.

Legal Description: Lot 9, Countryside Estates, an Major Subdivision located in the S ½ of the SE ¼ of Section 15-11-11, East of the 6<sup>th</sup> P.M. Cass County, Nebraska.

12. Titleholder: Albert O. Bailey and Pamela A. Bailey, husband and wife.

Legal Description: Sublots 2, 12, 13, 14 and 15 of Lot 11 in the S ½ of the SE ¼ of Section 15-11-11, East of the 6<sup>th</sup> P.M. Cass County, Nebraska.

13. Titleholder: Verna L. Evans.

Legal Description: Tax Lot 16, an Administrative Subdivision located in the W ½ of the SE ¼ of Section 15-11-11, East of the 6<sup>th</sup> P.M. Cass County, Nebraska.

14. Titleholder: Phillip M. Tapp and Jodi A. Swift-Tapp, husband and wife.

Legal Description: Tax Lot 17, an Administrative Subdivision located in the NE ¼ of the SW ¼ of Section 15-11-11, East of the 6<sup>th</sup> P.M. Cass County, Nebraska.

BE IT FURTHER REOLVED that the Planning Commission is hereby authorized to proceed with a public hearing on the proposed annexation.

TGlas moved & RGoble seconded to accept Resolution 19-01 as read. Roll call vote: All approved. Motion carried. BMeyer will inform the Planning Commission and proceed.

\*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 – A letter was given to the Village Clerk to send to 220 Main. AZierott has talked with residents at 111 Broadway & 204 Broadway. TGlas will get a letter written for 106 Broadway & 102 Broadway regarding abandoned vehicles and 105 Locust regarding carpet, etc.

\*Water/Sewer Infrastructure - MDalton is still working on getting two more bids for the water meters. When the frost is out of the ground, NE Rural Water will smoke our sewer lines. DSwenson will call in May to get done in June.

\*Kitchenette Floor – MDalton reported that the cabinets were removed & they got up what they could of the floor. Two coats of the chemical to kill the mold have been applied. The next step is to get a couple of bids for laying concrete outside the windows on the SW side of the building.

\*Louisville Area Foundation – The pros & cons of joining the Foundation were discussed and the Board felt joining it was not right for us at this time. MDalton moved & TGlas seconded to table joining it for now. Roll call vote: All approved. Motion carried.

\*“Out of the Past – Celebrate the Now” Celebration – next Committee meeting was set for Thursday, March 21<sup>st</sup> after the Village Comprehensive Plan meeting.

\*Village Snow Plow – Adam Goble gave a report on the current condition of the truck – lots of issues going on. Also discussed what to do if our truck breaks down. What will be our backup plan? The Board decided to have Mike Egerts & Dave Ortlieb look at the truck and then make a decision on how to proceed.

(Jennifer Serkiz was excused from the meeting.)

Dave Ortlieb was not able to get us more rock at this time so Jim Wessel delivered a double load.

\*Signs at North & Locust Streets – Have to wait to replace them until the frost gets out of the ground. We will discuss further next month.

### **New Business**

\*Lawn Care – Owen Kunz & Jaimy Nixon/TreeRific will be contacted to see if they want to handle our lawn care again this year and what the price will be.

\*Spring Clean Up – Saturday, June 1<sup>st</sup> was set for the annual Village CleanUp date. JDalton will schedule the dumpsters with Papillion Sanitation.

Spur CleanUp was set for Saturday, May 11<sup>th</sup> at 9:00 AM. JDalton will call Linda Behrns/KCCB for supplies.

The Newly Elected Officials Handbook was received from LONM and will be passed around for everyone to read.

**Adjournment** MDalton moved & RGlas seconded to adjourn the meeting at 9:08 PM. Roll call vote: All approved. 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 familiar status. (Not all prohibited bases apply to all programs.)