

**Village Of Manley
Board of Trustees Regular Meeting
December 12, 2019**

The Regular Meeting of the Village of Manley Board of Trustees was called to order on December 12, 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 and Winter 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 was posted on the Village website and in the bulletin boards on the Fire House & Post Office.

Agenda T Glas moved & M Dalton seconded to approve the Agenda. Roll call vote: All approved. Motion carried.
Consent Agenda items approved:

*November 14, 2019 **Minutes**

*November 2019 **Correspondence**

*November 2019 **Water Clerk's Report**

*November 2019 **Treasurer's Report**

*November 2019 **Village Clerk's Report**

*November 2019 **Misc Monthly Reports** –

Water Specialist - Jack Faubion – November water sample had no violations.

Wastewater Specialist – Ed Blunt - #2 pump still not working, waiting for repairman

811 Locate Calls – DSwenson - Three (3) requests were received. None involved Manley utilities.

Community Center projects – Work has been delayed until after the holidays; Adam Goble drilled out the lock on the file cabinet upstairs.

Village Assets – Work delayed until after the holidays.

Picnic Shelter – M Dalton - Footings have been inspected and approved. With the help of residents & friends, the roofing has been put on. The structure is ready for concrete floor but will probably have to wait until spring for that. The Board is exploring options of what to put on the gable ends.

Playground - DSwenson - The playground chosen by the Board at the September meeting has been ordered from Crouch Recreation.

Christmas Lights – Adam & Maddie Zierott, Adam & Rebecca Goble, Denise Swenson, and Mickey & Jolene Dalton have been working on refurbishing our street Christmas decorations. Those that were finished were hung up on December 9th.

Christmas Decorations – Adam & Rebecca Goble, Maddie Zierott, Denise Swenson, and Mickey & Jolene Dalton put up Christmas decorations in the Community Center (& on the Community Center sign outside).

Remaining Reports

***Claims** – Black Hills Energy for CommCtr-\$99.10 & Fire House-\$60.94; DHHS for water testing-\$15.00; OPPD for CommCtr-\$81.06, Fire House-\$76.53, Sewer-\$51.25, Water-\$33.16 & Street Lights-\$270.45; RWD #3 for water-\$839.10; Windstream for CommCtr-\$96.33 and Fire House-(not rec'd yet); WireBuilt for website maint-\$50.00; Manley Hwy Acct for matching trsf from Sewer Acct-\$161.00 & Water Acct-\$161.00; JFaubion for Dec water wages & postage-\$125.60; EBlunt for Nov wastewater specialist-\$175.00; Meeske Hdwr for Picnic Shelter (PS) roofing staples-\$40.49; City of Weeping Water for ½ firefighter's life insurance-\$273.00; JEO for 2019 Road Program-\$600.00; JDalton for 54-1/2 hr Nov Village Clerk wages-\$626.92; JDalton for stamps-\$55.00; and M Dalton for CommCntr PS shingles & materials-\$1,303.10, shingles return-(\$42.74), misc construction materials return-(\$29.46)=\$1,230.90 total. T Glas moved & R Goble seconded to approve the Claims. Roll call vote: DSwenson-yes, M Dalton-abstain, T Glas-yes, R Goble-yes, A Zierott-yes. Motion carried.

Election of Village Board Officers - Village Clerk, JDalton, presided over the election of Board Chairman. M Dalton nominated Denise Swenson for Board Chairman. There being no other nominations, nominations were closed. T Glas moved & M Dalton seconded that a unanimous ballot be cast for DSwenson as Board Chairman. Motion carried.

AZierott nominated Tim Glas & RGoble nominated Mickey Dalton for Vice-Chairman. Nominations were closed & paper ballots were cast for the office. Adam Goble counted the ballots & MDalton was declared the winner. The new officers were congratulated.

Chairman DSwenson appointed RGoble in charge of Insurance issues and TGlas in charge of Nuisance issues.

Unfinished Business

Annexation Project – MDalton will contact OPPD again regarding the Board’s request to install lights on 160th Street.

Zoning – DSwenson will work on a letter to the owners of 209 Broadway regarding their zoning violation.

Zoning Administrator & Planning Commission positions – The Board will address this further after the Board finds answers to some questions they have. In the meantime, DSwenson & MDalton will handle any zoning situations as they arise.

811 Locator – MDalton has been set up to be the first contact, then DSwenson.

Nuisance Violations Update – The following properties were discussed:

106 Locust – Dirt has been moved; work will be completed in the spring.

105 Locust – Concern has been expressed that people are living in this house but the water is shut off. The Board will check with local law enforcement on proper steps to take.

The IPMC book has been misplaced. MDalton moved & TGlas seconded the Board purchase another one at this time. Roll call vote: All approved. Motion carried.

Donated copy machine – TGlas – After inquiring, there are no contract issues with the machine but the Board decided the cost to run & maintain it would be too great for the use the Village would get out of it. They directed JDalton to email other towns/villages & offer it free to them but they would have to pick it up.

UNL Rural Community Prosperity Initiative – JDalton scheduled the February Board meeting (Feb 13th) for a member(s) of the Working Group to join the Board for discussion. Rex Nelson will send some questions to start the process of exploring how they might help the Village.

New Business

2020 Cass County Tourism Grants – They are now accepting applications for the 2020 Capital Improvement Project and Marketing Grants. After discussion, the Board decided to apply for a \$10,000 Capital Improvement Grant for the new Children’s Playground and a Marketing Grant, amount to be determined, for 2020 PTV marketing expenses.

Water/Sewer Increase – The Board discussed raising the Water/Sewer Basic Service Charge \$1.00, starting in April 2020, and putting the increase into a fund designated for Village infrastructure work. A resolution for an increase will be needed. The Board will start with a Public Meeting next month to inform the residents of the proposal.

Sales Tax – The Board discussed imposing a ½% Village sales tax, using the income for road and water/sewer infrastructure work. It would be put on the September 2020 General Election ballot for approval.

Putting a percentage of the property taxes received from the recently annexed properties into the proposed Village infrastructure work fund was also discussed.

FY Financial Statements – JDalton distributed to the Board a copy of the 2018-19 Village Financial Statements for review.

Computer Protection – With the increase in hacking of computer data, the Board reviewed present preventative procedures and, with input from our IT Specialist Chris Tierney, concluded the Village Clerk is taking adequate protective measures with the Village records.

Public Forum

MDalton reported that he used Menard’s Village rebate money to purchase an 8’ ladder for the Village. He was given approval to purchase a 6’ ladder with additional rebate money when they are on sale. This will eliminate borrowing residents’ ladders.

Replacing the north doors on the Maintenance Building was discussed. It was decided to see how this winter goes & discuss the topic again in the spring.

The NE & American flags flying outside the Community Center are fraying & need to be replaced. AZierott moved & TGlas seconded that we replace the two flags. Roll call vote: All approved. Motion carried. MDalton will call the Elmwood VFW to get an order placed.

The odd shaped tables in the upstairs rooms were discussed. Having no good use for them, the Board agreed to give them to someone who would want them. DSwenson will take a picture of them & post it on social media.

Village Christmas lights – Much progress was made this year & the Board will continue to work on them for next year.

Adjournment TGlas moved & AZierott seconded to adjourn the meeting at 8:50 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.)