

Village Of Manley
Board of Trustees Regular Meeting
May 9, 2019

The Regular Meeting of the Village of Manley Board of Trustees was called to order on May 9, 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 one guest. 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 a request to pull out the Treasurer's Report & Claims, RGoble moved & TGlaser seconded to approve the amended Agenda. Roll call vote: All approved. Motion carried.

Consent Agenda items approved:

*April 11, 2019 **Minutes**

*April 2019 **Water Clerk Report**

*April 2019 **Village Clerk Report** - Animal Licensing – Sent cover letter & copy of Citation to three residents giving them a week to license their animals before an official citation (with \$50 fine) was sent. One replied & has licensed his dogs. Have not heard from the other two; Sent/emailed April letter to residents; Got notice from the Cass County Tourism Committee that we have been awarded a \$7,500.00 Capital Improvement Grant for a new picnic shelter; Ordered port-a-potty from Loftus Septic.

Misc: Our \$7,500.00 Cass County Tourism Capital Improvement Grant for the picnic shelter was announced on the front page of the 4/18/19 *Plattsmouth Journal* in an article about all the Capital Improvement Grants awarded; After being interviewed by Tim Rohwer, a Journal reporter, a column entitled "Manley looks into new, safer playground" was on the front page of the 4/25/19 *Plattsmouth Journal*. It discussed our goal to raise funds to replace our wooden playground with a safer one. We then got an email from Julie Kutilek, the local BCI Burke Playground Co. representative, telling us that they have a matching funds grant program & would like to talk with us. I passed the information on to DSwenson & she has been in contact with Julie.

***Misc Monthly Reports** –

Water Specialist – April water sample had no violations

Wastewater Specialist – Influent samples were taken by Midwest Labs starting 4/25, ending 4/26; Noticed we have muskrats in cell 3. They should be eliminated before damage is done to the berms.

Auditing Committee - The Treasurer's books from October 2018 thru March 2019 were audited on April 18th. All the books were found to be in order.

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

*April 2019 **Treasurer's Report** – A question was answered about three items listed on the Claims & the Treasurer's Report. They were Community Center remodeling costs that were paid during the month.

***Claims** - Black Hills Energy for CommCtr-\$134.13 & Fire House-\$81.93; DHHS for water testing-\$15.00; OPPD for CommCtr-\$74.11, Fire House-\$112.22, Sewer-\$64.58, Water-\$33.89 & Street Lights-\$292.22; RWD #3 for water-\$723.00; Tornado Siren Loan payment-\$350.00; Windstream for CommCtr-\$95.14 & Fire House-\$98.03; WireBuilt for website maint-\$50.00; Manley Hwy Acct for matching trsf from Sewer Acct-\$161.00 & Water Acct-\$161.00; JDalton for 52-1/4 hr Apr Village Clerk wages-\$601.62; JFaubion for May water wages & postage-\$125.60; EBlunt for Mar & Apr wastewater specialist-\$250.00; Ball Insurance for qrtly premium-\$1,050.50; BMeyer for annexation work & supplies-\$135.42; Diamond Vogel for CommCtr paint-\$765.39; Dean Ellefson to replace CommCtr roof shingles-\$7,800.00; Palmer Painting for painting 2 CommCtr rooms & ceilings-\$850.00; MDalton for ceiling tiles & paint samples-\$64.76; JDalton for postage-\$3.00; MDalton for lagoon sprayer extension-\$11.76; and Municipal Supply for water shut off

rod-\$60.70.

The Claim for annexation work done by BMeyer was questioned & explained. After discussion, MDalton moved & AZierott seconded that we pay the bill as is today & next meeting discuss a proper wage for the Zoning Administrator for normal Village business vs special projects. Roll call vote: All approved. Motion carried.

MDalton moved & TGlaser seconded to accept the Treasurer's Report & Claims. Roll call vote: All approved. Motion carried.

Public Forum

*Annual Street Work – A bid was received from NL Driveway Maintenance for doing our annual street repairs (redoing North Street and filling cracks & pot holes) for \$12,385. MDalton moved & AZierott seconded that we accept the bid from NL Driveway Maintenance for the street work. After discussion, AZierott withdrew his second & MDalton withdrew his motion. The matter was tabled until next meeting after we check with another local contractor to see if he does asphalt work and, if so, what his price would be.

NL Driveway Maintenance also gave us a bid to redo Sunrise Court. We will need to get more bids (& have the annexation of this area approved) before a decision can be made on the project. We will also need to look into any available grants for this work. It was recommended that we check with other local communities about when they are doing any street work & possibly piggy-back on their work.

*There has been no reply to date on the Berneice Hopper Foundation Grant we applied for to help in replacing the wooden playground in the Park.

*Reminder that the Spur Clean Up is set for this Saturday, May 11th.

*Reminder that we have a CommCtr rental this Friday & Saturday. MDalton will instruct the renters on the operation of the Vertical Platform Lift.

Unfinished Business

*Annexation Project – Betty Meyer reported that the Planning Commission held an Open House/Public Meeting on April 24th regarding the annexation of 14 properties. At the conclusion of the Public Meeting, the Commission met and gave their approval for the annexation. The Village Board now needs to consider actions to proceed with annexation and direct the Village Attorney to write up an Ordinance about such. The Village Board is then to send letters no less than 10 days before to the owners of the affected properties inviting them to a Public Hearing of the Board regarding the matter. The Ordinance will be read at the Public Meeting and then at the following two Village Board meetings before being put up for a vote of the Board.

After discussion, TGlaser moved & MDalton seconded that we accept the Planning Commission's recommendation to consider the intent to annex the agreed upon properties. Roll call vote: DSwenson-yes; AZierott-no; MDalton-yes; TGlaser-yes; RGoble-yes. Motion carried.

*Neglected Building Ordinance – After discussion, adopting the International Property Maintenance Code (IPMC) book was delayed for now. It was decided that a sub-committee should go thru the book & recommend which items we won't need & therefore, should be pulled out.

*Nuisance Violations Update – After discussion & an update on violations, a letter to 111 Broadway will be put on hold for now because work is being done on the property. RGoble will type & send letters that TGlaser presented to 105 Locust & 106 Broadway. MDalton reported that he talked to the owner of 112 Cherry about the progress on that house.

*Water/Sewer Infrastructure - MDalton reported on his findings about the cost of a back-hoe. He also talked to a new resident who owns one about using/renting it from him.

(Another Village resident joined the meeting.)

*“Out of the Past – Celebrate the Now” Celebration – RGoble received a donation of chips & a gift card from HyVee in Plattsmouth. JDalton received a donation of wrist bands from Sokol Omaha. It was suggested we go with cans of beer vs a keg. AZierott is getting help for the beer garden; DSwenson is making the meat arrangements & working on the entertainment; RGoble is arranging the remainder of the menu. DSwenson has obtained school rosters since 1940 from the Cass County Museum that she plans to display.

*Village Snow Plow – Mike Egerts will work on the plow as time allows.

*Signs at North & Locust Streets – MDalton reported that he ordered 8 street signs needed around the Village from Cornhusker State Industries.

*Community Center Projects –

Painting – The walls & ceilings upstairs are done. The painter is just waiting for the go-ahead from us to paint the stairwells & downstairs, once the building is water-tight.

Concrete the outside SW corner area by the building – A recommendation was given to remove the cistern from the area where we plan to lay the concrete. After investigating, it was found that the cistern contains a valve for the main CommCtr water system but there are other valves, so MDalton will get an updated bid on work to carefully tear out the cistern. AZierott moved & TGlas seconded that we remove the cistern. Roll call vote: All approved. Motion carried.

Roof – The shingles have been replaced. (Note: There is a roof insurance settlement balance in the CommCtr checking account to cover this cost.)

Gutters – MDalton got bids on replacing the gutters & down spouts with copper (\$8,000.00) or steel (\$1,475). TGlas moved & RGoble seconded that we accept the bid for \$1,475 steel gutters & down spouts. Roll call vote: All approved. Motion carried.

Lighting – Discussion was held regarding changing the lenses vs the fixtures - \$100 vs \$500. It was decided to replace the fixtures. The cost will be recouped over time using LED lights.

Funding – After discussion, TGlas moved & AZierott seconded that the cost for any remodeling &/or maintenance of the Community Center come out of the General Account. Roll call vote: All approved. Motion carried.

*Pillage the Village meeting was scheduled for Thursday, May 30th at 7:00 PM. BMeyer was asked but respectfully declined chairmanship of the event. She did agree to take charge of the Meat and Misc. Lawn Games once again. JDalton will get a draft of a flier to DSwenson.

*Ballfield Use – AZierott is getting a printout of Louisville’s ball schedule for us. For other teams who want to use our ballfield, suggest a donation for the port-a-potty for “rent”.

(AZierott was excused from the meeting.)

*CDBG Workshop – DSwenson & MDalton went to the meeting on April 24th & got some information. We are too small of a municipality to have an administrator for this, though, so we will have to find someone to help us, should the need arise.

*Comprehensive Plan – DSwenson got a revised bid from Hanna-Keelan for \$12,000.00. After discussion, it was agreed that it would not be money well spent to do an entire update at this time. Since we haven’t seen any big growth in the past 10 years, maybe 3-5 years down the road we can look at it again. MDalton moved & RGoble seconded that we table this discussion for one year. Roll call vote: All approved. Motion carried.

*Playground – After the article was in the Plattsmouth Journal, we got an email from an equipment company. They have a matching grant program. DSwenson has been in contact with them & they gave us a bid to consider when we get more funding.

*Picnic Shelter – There are different ideas of where to place the structure so we will have to make a decision on that.

New Business

*Animal Citations – JDalton reported on two residents who refuse to license their dogs. We will discuss what actions to take next month.

*Miss Manley – We have a resident who is interested in serving as Miss Manley this year. There are two other girls in town that would be eligible so DSwenson will send them a letter, asking for a resume & picture by May 31st if they are interested. We will select one at the June meeting.

*Wastewater Specialist Request – We have received a request from EBlunt for an increase in pay from \$125 to \$175/month. We assume that anything to do with the lagoons is taken care of by the WW Specialist, including checking the lagoons & reporting to the Board, filling out required reports, etc. DSwenson will ask him to come to our next meeting to better explain the duties of the position. The increase was tabled until next meeting.

Adjournment MDalton moved & TGlas seconded to adjourn the meeting at 10:02 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 familial status. (Not all prohibited bases apply to all programs.)