

**Village Of Manley  
Board of Trustees Regular Meeting  
October 11, 2018**

The Regular Meeting of the Village of Manley Board of Trustees was called to order on October 11, 2018 by Chairman Betty Meyer at 7:05 PM at the Manley Community Center. Roll call was taken and members present were Betty Meyer, Mickey Dalton, Tim Glas, Denise Swenson and Adam Zierott along with Village Clerk Jolene Dalton, Blake Birkel from JEO, 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 BMeyer. 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 the Minutes, MDalton moved & TGlaser seconded to approve the amended Agenda. Roll call vote: All approved. Motion carried.

Consent Agenda items approved:

\*September 2018 **Water Clerk Report**

\*September 2018 **Treasurer's Report**

\*September 2018 **Village Clerk's Report** – Wired money for Sewer Bond payment; Sent copies of Budget to State Auditor & Cass County Clerk; Filed 3<sup>rd</sup> Qtr Payroll Tax Forms; Submitted Progress Report on the Vertical Platform Lift for our CCCFF Grant; Sent/emailed September letter/PTV report to residents; Received \$6,000.00 check from Berneice Hopper Foundation for the tornado siren & applied it toward our Tornado Siren Loan.

\***Misc Monthly Reports** –

**Water Specialist** - Jack Faubion - The results of the water sample for the month of September had no violations.

**Wastewater Specialist** – Ed Blunt – Found weeds that needed sprayed. Everything else looked good. BMeyer had Midwest Labs do the 24 hr composite sample but no results yet.

\***Claims** - Black Hills Energy for CommCtr-\$24.51 & Fire House-\$22.04; DHHS for water testing-\$66.00; OPPD for Fire House&CommCtr-\$190.57, Sewer-\$43.31, Water-\$28.00 & Street Lights-\$341.70; RWD #3 for water-\$793.95; WWPS Bldg Fund for CommCtr payment-\$350.00; Windstream for CommCtr-\$94.90 & Fire House-\$97.95; WireBuilt for website maint-\$50.00; Manley Hwy Acct for matching trsf from Sewer Acct-\$136.00 & Water Acct-\$136.00; JDalton for 46-1/2 hr Sept Village Clerk wages-\$536.78; Jack Faubion for Oct Water Specialist & postage-\$124.70; Ed Blunt for Aug & Sept Wastewater Specialist-\$250.00; NE Dept of Revenue for 3<sup>rd</sup> Qtr Sales Tax-\$647.20; One Call Concepts for 3<sup>rd</sup> Qtr digger calls-\$40.17; US Treasury for 3<sup>rd</sup> Qtr P/R txes-\$294.53; Mowen Owen's Lawn Mowing for Sept mowing-\$420.00; Pankonin's for new mower blade-\$26.14; Meeske Hdwr for tractor blade parts-\$3.23; Rishel & Pfeifer for Budget prep-\$650.00; Lee Enterprises for Budget Hearing notice-\$63.12; Loftus Septic for Aug-Sept portable toilet-\$125.00; JDalton for ink, CommCntr supplies & postage-\$90.59; Ball Insurance Services for 2018-19 Workman's Comp Insurance-\$827.99; MDalton for Sept lagoon mowing & fuel-\$165.93; and M&N Investments for tractor fuel-\$38.88. (Note: The Monthly Reports accepted &/or approved with the approval of the Agenda will be attached to the official copy of these minutes.)

September 13, 2018 **Minutes** – BMeyer had two corrections to the minutes which will be made on the official copy of those minutes. TGlaser moved & MDalton seconded to approve the Minutes as corrected. Roll call vote: All approved. Motion carried.

Discussion with Blake Birkel from JEO regarding the concerns about structural problems with our sewer infrastructure. Topics included smoking the mains (RWD #3 will do for free), putting a camera down the mains (~\$1.25/foot; recommended using USG), and lining the mains (requires a good line to start; ~\$30-\$40/foot). The process should start with getting some data which will help us prioritize needed work. He will go over our numbers & give us an idea if we might have a problem that needs looking into further. Replacing our remote water meters was also discussed. If we do the work, no permits or licensed plumbers are needed. The entire project can get expensive and JEO can help us with that. After he gets back to us about his findings, further discussion will be held on how to proceed from here.

Blake Birkel was excused from the meeting and Erin Ball from Ball Insurance Services joined the meeting.

Erin Ball went over our insurance package. Items that came up that need further consideration are property insurance for structures in the park (picnic shelter, playground equipment, fences, etc) and new Information Risk & Recovery coverage (replacing Data Breach coverage).

Erin Ball was excused from the meeting.

A Special Meeting was scheduled for Wed, October 24<sup>th</sup> at 7:00 PM to discuss our 2018-19 Insurance, 2018 Pillage the Village wrap up & plans for the 2019 event, and a Village Sales Tax.

### **Public Forum**

Tom Sorensen, Manley Hide Away, has requested permission to paint parking lines on the street in front of the bar. The Board is in favor but needs to do some checking on regulations & will let him know.

MDalton reported that he bought a shop vacuum & suction (\$55) and trash pump (\$30) at an auction that he felt the Village could use. TGlaser moved & AZierott seconded that we reimburse MDalton for the two items. Roll call vote: All approved with MDalton abstaining. Motion carried.

There are some trees around the Village that are the Village's responsibility that need trimming for visibility purposes. MDalton volunteered to do the trimming.

MDalton reported that he has been searching for more remote water meters. The ones we have now have been discontinued. A salesman is coming to talk to him about a similar available meter.

After discussion, AZierott moved & TGlaser seconded that the Clerk post the full Board meeting agenda (rather than just notice of the meeting) two days prior to the meetings. Roll call vote: All approved. Motion carried.

### **Unfinished Business**

Nuisance Violation Letters – AZierott reported that he met with Justin Backhaus & discussed needed work. He also discussed the camper & lawn at 209 Broadway with the residents.

Vertical Platform Lift – MDalton gave an update on the Lift. After reviewing an optional Maintenance Contract on the Lift, DSwenson moved & TGlaser seconded to purchase the maintenance agreement for \$250.00/year. Roll call vote: All approved. Motion carried.

AZierott was excused from the meeting.

Pillage the Village – JDalton distributed the final financial report. It will be discussed at the Special Meeting on October 24<sup>th</sup>.

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

Update on Annexation Procedure – BMeyer reported that she has talked to two companies & three individuals about the needed steps for annexation. She briefed the Board on what she has learned so far.

Neglected Building Ordinance – The Board agreed that the Beatrice, NE Ordinance could easily be adapted to what we want. Because of the time, further discussion on it was postponed until the November meeting.

### **New Business**

An Audit Committee meeting was scheduled for Wed, October 17<sup>th</sup> at 7:00 PM.

It is time for the annual check of our fire extinguishers. MDalton volunteered to get that done.

Per legal requirement to post, the job titles and salaries in our Village are: Village Clerk-\$12.50/hour and Board members-\$30.00/meeting. MDalton moved & TGlas seconded that they remain the same for the 2018-19 year. Roll call vote: All approved. Motion carried.

Audit Waiver Request – DSwenson moved & TGlas seconded that we request to submit an Audit Waiver to the State Auditor for the last fiscal year (2017-18). Roll call vote: All approved. Motion carried.

Traffic Signs – MDalton reported that he obtained prices from the Michael Todd Company (Louisville gets their signs from this company also.) for 4 new speed limit signs, 2 new stop signs, & 14 breakaway posts – cost ~\$642.00. TGlas moved & DSwenson seconded that we purchase these needed items. Roll call vote: All approved. Motion carried.

**Adjournment** MDalton moved & TGlas seconded to adjourn the meeting at 10:03 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 familial status. (Not all prohibited bases apply to all programs.)