

**Village Of Manley
Board of Trustees Regular Meeting
February 12, 2015**

The Regular Meeting of the Village of Manley Board of Trustees was called to order on February 12, 2015 by Chairman Betty Meyer at 7:05 PM at the Manley Fire House/Town Hall. Roll call was taken and members present were Mickey Dalton, Dawn Holdorf, and Denise Swenson, along with Water Operator, Jack Faubion, and newly hired Clerk, Jolene Dalton. A copy of the Open Meeting Act is posted on the Fire House/Town Hall bulletin board for review. The Code of Conduct for Municipalities was read by Chairman BMeyer.

Jolene Dalton was welcomed as Village Clerk. For the record, the Clerk serves as Secretary/Treasurer and a non-voting member of the Board. BMeyer reported that she had taken care of bonding the new Clerk for \$20,000 (all other Board members are bonded for \$10,000). She will look into if Workman's Compensation insurance is needed on the Clerk. JDalton will check into getting set up for Federal & State employer taxes.

Election of 2015 Board officers was held.

Mickey Dalton nominated Betty Meyer for Chairman. There being no other nominations, BMeyer was unanimously elected.

Mickey Dalton nominated Denise Swenson for Vice Chairman. There being no other nominations, DSwenson was unanimously elected.

Agenda The agenda was reviewed. MDalton moved to approve the agenda. DSwenson seconded. Motion carried.

Review/Approve Minutes The January 8, 2015 Regular Meeting minutes were reviewed. MDalton moved to accept the minutes. DHoldorf seconded. Motion carried.

Water Operator Report Jack Faubion reported that the January sample reflected an absence of harmful pathogens.

Pet tags were discussed. A minimum order is 100 tags so it was decided to order them either with no year on them or just 20__. JFaubion volunteered to stamp the year on them as needed. JFaubion was then excused from the meeting.

The Public Hearing of the One and Six Year Street Improvement Plan was opened.

Notice of this hearing was published in the January 29, 2015 Plattsouth Journal & on the Manley website, plus notice posted at the Post Office and on the Community Bulletin Board at the Fire House/Town Hall.

There were no additional citizens in attendance, no objections presented.

The Board passed the Resolution for the 1 & 6 Year Plan for Street Improvements, Fiscal Years 2015 thru 2020 as approved at the October 2014 Board meeting.

DSwenson moved to close the Public Hearing. BMeyer seconded. Motion carried.

Request for Change of Lot Line Discussion was held on changing the legal description of Block 4, Lot 15-17 to read: (one parcel) Lot 15 & South 47' of Lot 16, and (another parcel) North 3' of Lot 16 & all of Lot 17. MDalton moved to approve the request. DSwenson seconded. Motion carried.

Refuse/Recycling Proposal DSwenson reported on a possible Village-wide participation in the "Save As You Throw" Program. Three containers would be given to each household: a trash bin, a recyclable bin, and an organic bin. The company would send out information to all households about the program, would do the billing & collecting. After discussion, it was agreed we would need to have public hearings before the Board would consider approving a Resolution. The Board agreed to move forward with this and DSwenson will work with the company on details.

Water/Sewer Report Discussion was held on wording that appears on the front cover of the payment book. DSwenson made a motion to raise the sewer base charge to \$33 for business & rural residents and to \$76 for rural businesses. MDalton seconded. Motion carried.

After reviewing the Water/Sewer Report, MDalton moved to accept the Report as presented. DSwenson seconded. Motion carried.

DHoldorf reported that the owner of 107 & 107-1/2 Main has challenged his sewer fee. The matter was discussed & resolved. The sewer fee is based on water usage, as stated in the water payment booklet.

Pet Licensing All Village residents must have their pets licensed. 2015 licenses can be obtained on Saturday, March 21st from 9 AM to 1 PM at the Community Center or by contacting the Village Clerk for other arrangements. Cost is \$5 per pet & proof of rabies shot is required.

Treasurer's Report The following bills were presented: \$285.00 to Heath Lindsey for snow removal; \$130.88 to Dave Ortlieb for rock & hauling; \$125.00 to Delton Bolles for January sewer services; \$10.00 for Southeast Area Clerks Association annual dues. After reviewing the Treasurer's Report, MDalton moved to pay the bills & accept the Treasurer's Report. DHoldorf seconded. Motion carried.

Village Office Progress MDalton gave an update on the progress of the Village Office. He obtained a donation of carpet for the Office. BMeyer will look for someone to install the carpet.

Old Business

DSwenson will check on prices for new tables & chairs for the Community Center.

New Business

Clerk JDalton presented her thoughts & questions on the Clerk position & Village Office. Office needs were discussed. Some clarification will be needed on ownership of some items in the Fire House/Town Hall.

Easing into & prioritizing the various responsibilities of the Clerk's position was discussed.

An introductory/informational letter will be composed by the Clerk, edited by the Board, and distributed to the Community along with the annual water/sewer payment books.

A Board “Work Day” was set for Saturday, March 7, 2015, starting at 9:00 AM to go thru items in upstairs closets and the kitchen. Anyone is welcome to help.

MDalton brought up the fact that we have only one (1) speed limit sign in the Village. We should have at least two (2) more. BMeyer will check into getting us more posted around the Village.

Discussion was held regarding a car parked on Main Street during the snow storm that the owner alleges was damaged during the snow removal. It was agreed that a notice should be posted to advise residents to remove any vehicles parked on the streets when a snow advisory has been issued..

Adjourn DSwenson made a motion to adjourn the meeting at 10:22 PM. MDalton seconded. 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.

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