

**Village Of Manley**  
**Board of Trustees Regular Meeting**  
**May 7, 2015**

The Regular Meeting of the Village of Manley Board of Trustees was called to order on May 7, 2015 by Chairman Betty Meyer at 7:08 PM at the Manley Community Center. Roll call was taken and members present were Mickey Dalton, Dawn Holdorf, and Denise Swenson, along with Water Specialist Jack Faubion, Clerk Jolene Dalton, and guests Tim Glas, Laura Heemstra, and Lee & Tracy Wipf. A copy of the Open Meeting Act is posted at the Fire House/Town Hall 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** There was a request to move “8e. Establish fees...” and “8f. Administrative Subdivision...” on the Agenda up after #2. Review/Approve Minutes...”. After reviewing the agenda, MDalton moved & DHoldorf seconded to approve the agenda as amended. Motion carried.

**Review/Approve Minutes** After reviewing the April 2, 2015 Regular Meeting minutes, MDalton moved & DHoldorf seconded to accept the minutes. Motion carried.

**Planning and Zoning** After discussion, MDalton moved & DSwenson seconded to set the fee for any Administrative Subdivisions being made according to the Zoning and Subdivision Regulations of the Village of Manley that were set forth by Ordinance 2010-1 to reflect the fees of \$300.00 + \$25.00 per plated lot charged by the Cass County Zoning Office. Motion carried.

**Administrative Subdivision** Lee & Tracy Wipf requested the addition of 30’ to the East line of their property resulting to Lot 30 in NW1/4 of SW1/4 of Section 22 Township11, Range 11, and Lot 31 in the NW1/4 of SW1/4 Section 22 Township11, Range 11, being presently owned by Vern and Chris Westover located within the mile jurisdiction of the Village of Manley. MDalton moved & DHoldorf seconded to accept the request as presented. Motion carried.

Lee & Tracy Wipf were then excused from the meeting.

**Correspondence** No action was taken on correspondence received from (3/18/15) NE Dept of Roads and (4/8) Lower Platte South Natural Resources District. The 2015 NE Game & Parks Community Recreation Questionnaire was filled out and will be returned.

**Bills** The following bills were presented: Postmaster for stamps-\$49.00; A Step Above Installation for Office carpet install-\$150.00; T&L Lawn for fertilization/pre-emergent of Comm Center lawn-\$395.00; Meeske Hdwr for tables & chairs-\$1,644.21; NE Dept of Revenue for 1<sup>st</sup> Qtr (water) Sales Tax-\$274.69 & penalty & interest-\$25.04; JFaubion for water wages & postage-\$103.40; JDalton for computer anti-virus, ink & postage-\$78.01; JDalton for 80-1/4 hr April wages-\$726.17; Manley Fire Dept for 3 fire school students-\$300.00; Attorney, David Chebatoris for tower Ordinance work-\$200.00; and Garret Westover for 3x mowing-\$450.00. DSwenson moved & DHoldorf seconded to pay the bills. Motion carried.

### **Water/Sewer Report**

\*Jack Faubion, Specialist, reported that the April water sample reflected an absence of harmful pathogens.

\*MDalton, Commissioner, reported that he cleaned the storm drain at Cherry & Main and checked the storm drain at Locust & North (It was clean.) He changed the above ground meter at 111 Broadway. He asked permission to fix all broken remote meters and to oil & work all stop boxes in town. DHoldorf moved & DSwenson seconded that we grant that permission. Motion carried. He is also checking into a drive-by meter reading system but has not been able to schedule a time with the supplier yet. DHoldorf moved & DSwenson seconded to accept the Commissioner's Report. Motion carried.

\*JDalton, Clerk, submitted the April Water Report. Delinquent accounts were discussed. It was decided that we send a letter to five (5) residents who are delinquent with their payments. If their account is not paid in full by May 20, 2015, we will shut off their water on May 21, 2015 after 6:00 PM. DHoldorf moved & DSwenson seconded to accept the Clerk's Report. Motion carried.

JFaubion was then excused from the meeting.

**Treasurer's Report** After reviewing the Treasurer's Report, DHoldorf moved & MDalton seconded to accept the Report. Motion carried. The checkbooks were turned over to the Village Clerk today. After discussion, JDalton will check with our bank regarding interest bearing checking accounts for non-profits.

### **Clerk's Report**

\*Received two (2) "Open Meeting Act" posters (1 for Office & 1 for Fire House) from League of NE Municipalities.

\*Getting quotes for printing up our letterhead.

\*After discussion, it was decided to purchase a return address rubber stamp.

\*After discussion it was decided to add a \$100 key deposit to the Community Center rental agreement. (rent-\$100, rental deposit,\$100, key deposit-\$100)

DSwenson moved & DHodorf seconded to accept the Clerk's report.

### **Old Business**

Because of lack of time at our Board meetings, it was decided that the review of the Village File Cabinets contents and what to keep & shred would be left up to JDalton & BMeyer.

After discussing the 2015 animal licensing, it was decided to place a reminder poster at the Post Office and send a reminder card to previous licensing owners.

Refuse/Recycling – Results of the Community Survey were compiled. DSwenson presented a sample RFP. After discussion, it was decided to have a special trash committee meeting on Thur, May 21, 2015 at 7:00 PM at the Fire House to finalize our RFP. We will schedule a Public Hearing sometime after that.

**New Business**

Discussion was held about Pillage the Village scheduled for August 22, 2015. A Pillage the Village Planning Meeting was set up for Thur., May 21, 2015 at 8:00 PM.

Discussion was held regarding ads for local businesses on our website. There are ads on other local community websites. JDalton will check with our web master, Irina Harrington, on how that works.

DSwenson talked with resident Matt Macke, Anytime Tree Service, about trimming the trees in the Park. After discussion, DSwenson moved & MDalton seconded that we hire Anytime Tree Service to trim the seven (7) walnut trees on the east side of the Park for \$900.00 less a \$600.00 donation from MMacke, for a net cost of \$300.00 with the Board responsible for the hauling away of the debris. Motion carried.

We have had a request from Windstream Communications for permission to lay buried cable down North Street to Locust, where the line will go up to the poles to the Fire House. MDalton moved & DHoldorf seconded to grant permission to do this. Motion carried.

After discussion, letter will be sent to 103 No. Elm Street, 105 No. Elm Street, and 106 Broadway Street for non-compliance of our Nuisance Ordinance.

For the benefit of fire & rescue personnel, it was requested that all houses have their address prominently displayed. If anyone needs help doing this, the Board will be glad to help.

**Adjournment** DSwenson moved & DHoldorf seconded to adjourn the meeting at 10:18 PM. 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.)