

**Village Of Manley  
Board of Trustees Regular Meeting  
December 8, 2016**

The Regular Meeting of the Village of Manley Board of Trustees was called to order on December 8, 2016 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, Dawn Holdorf and Denise Swenson, along with Village Clerk Jolene Dalton, Board member-elect Adam Zierott, Water Specialist Jack Faubion, & SENDD representative Judi Meyer. A copy of the Open Meeting Act is posted in the Village Office 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** Before the Agenda was approved, MDalton wanted to expand on the Tornado Siren report in the Misc. Monthly Reports. He was at the Loft Theater at 11:05 AM last Saturday when the monthly test went off. It was clearly heard inside the Theater. He also reported that the bill for the electrical work was \$1,000 less than the bid because of the help the electrician received from BMeyer, MDalton & TGLas. Thank you to these Board members for all they did to help lessen the electrical bill.

TGlas moved & DHoldorf seconded to remove the Snow Removal topic from the Misc. Monthly Reports & add it to New Business. Motion carried.

TGlas moved & MDalton seconded to approve the amended agenda. Motion carried.

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

**Installation of New Board Members** – BMeyer reported that at the November 8, 2016 General Election, DSwenson was reelected as a member of the Village Board of Trustees. MDalton & AZierott received the highest number of write-in votes to fill the remaining two Board positions. Chairman BMeyer read the Oath of Office & installed the three newly-elected members.

A thank you gift was presented to out-going Board member, Dawn Holdorf, for her years of service on the Board.

After discussion, MDalton moved & TGLas seconded that we elect BMeyer as Board Chairman & DSwenson as Board Vice-Chairman for the coming year. Motion carried.

**SENDD (Southeast NE Development District) Presentation** – Judi Meyer, SENDD representative, explained that the basic purpose of her organization is to assist communities with grant projects. She gave general details about grants that are available to us & how SENDD can help us with the process. She will send us more details & suggestions. The Board will work on developing a list of projects they would like to accomplish in the next couple of years.

Judi Meyer & Dawn Holdorf were then excused from the meeting.

**Old Business**

Community Center Parking Signs - Further discussion regarding specifics about where to put some “Resident Parking Only” signs was postponed until next month.

NMCA (NE Municipal Clerks Association) Clerks’ Institute – After discussion, TGLas moved & DSwenson seconded that we approve up to \$1,000 for our Village Clerk, JDalton, to attend the NMCA Institute in Kearney in March 2017. This would cover the Institute registration fee, mileage, hotel & her salary for the week. MDalton abstained. Motion carried. We will also apply for a NMCA Scholarship to cover part of the expense.

Wastewater Operator pro-tem, BMeyer, reported that she is still working on getting the Village a permanent Wastewater Specialist. She also reported that the second pump in the lift station is not working. She has someone coming tomorrow to look at it.

Jack Faubion was then excused from the meeting.

2015-16 Village Financial Statements – After looking them over the past month, the Board agreed that a special meeting to discuss them was not necessary. They are a good source of information.

Nuisance Complaints – Because of our Village Clerk’s emergency surgery this past month, JDalton & TGlaser did not get the letter written to the owners of 220 Main Street regarding problems on the property but the situation has improved. The remaining issue is the trash containers that sit on the curb. TGlaser will talk to the owner regarding this.

Again because of our Village Clerk’s unexpected health issue, the letter to Jim & Tracy Zeorian regarding the plumbing bill they submitted to the Board did not get written. BMeyer will get the letter written & sent in the next week.

### **New Business**

TGlaser moved & DSwenson seconded that we appoint JEO Consulting Group as our Village engineer for 2017 and re-appoint Steven A. Parr from JEO Consulting Group as our Street Superintendent for 2017. Motion carried.

The 2017 Cass County Tourism Grants were discussed. During the month, Board members are to consider items the Village might apply for & a final list will be determined at next month’s meeting.

Community Center Rental Contract – After discussion, TGlaser moved & AZierott seconded that we change our Community Center Rental Agreement to read that only the Rental deposit (\$100) is due when a renter reserves & signs the Rental Agreement. The Key deposit (\$100) and Facility Rental charge (\$50 or \$100) will be due one day prior to the rental when the key is picked up. Motion carried.

It was confirmed that the Rental deposit remain at \$100 no matter what the Facility Rental charge is.

Community Needs Surveys – The Board reviewed the 2017-18 Drinking Water Needs Survey & CWSRF Needs Survey received from Dane Simonsen of JEO that he filled out using our surveys from last year as references. Seeing no other changes that need to be made, we will sign & send them back to him to submit to DHHS & NDEQ.

Inter-City Agreement – MDalton reported on a meeting he had with Roger Behrens & Dan Henry, Louisville Mayor & City Manager respectively, about the possibility of an inter-city agreement regarding routine cleaning of our sewer lines and, if they are available, handling sewer emergencies. They will discuss details at their next Louisville City Council meeting & we will continue to dialogue about it with them.

Street Snow Removal – BMeyer reported that Heath Lindsey, who has plowed our streets in the past, has a new job & will not be available to plow the streets this year on a regular basis. He would be available as a back-up. Some names were mentioned and AZierott will check with them if they would be interested in taking over the job.

Community Center electrical – MDalton reported that the upgrading electrical work in the Community Center has been completed.

**Claims** The following claims were presented: Black Hills Energy for CommCtr-\$57.59 & Fire House-\$35.12; NE Public Health Environ Lab (DHHS) for water testing-\$66.00; OPPD for Fire House & CommCtr-\$106.97, Sewer-\$37.14, Water-\$18.99 & Street Lights-\$341.83; RWD#3 for water-\$856.30; WWPS Bldg Fund for CommCtr payment-\$350.00; Windstream for CommCtr-\$119.80 & Fire House-\$98.14; WireBuilt for website maint-\$50.00; JDalton for 51-3/4 hr Nov Village Clerk wages-\$477.92; JFaubion for Nov water wages &

postage-\$145.90; Mowen Owen's Lawn Mowing for Sept & Oct-\$700.00; OPPD for erecting tornado siren pole-\$507.00; Ball Insurance for quarterly premium-\$1,061.50 & annual Worker's Comp premium-\$827.00; City of Weeping Water for ½ of firefighters' life insurance premium-\$294.00; JP Cooke Co. for animal license tags-\$39.25; Kocsis Electric for tornado siren electrical-\$3,475.00; Weeping Water Public School Fund for liquor & tobacco licenses-\$310.00; Todd Valley Plumbing & Heating for service on lagoon pump-\$92.46; DSwenson for Soup Supper supplies & get-well plant-\$45.46; MDalton for siren padlocks & meeting binders-\$125.81; JDalton for stamps-\$47.00; Dan Timm for Fire House LED security light-\$64.18; and SE Area Clerks Association for 2017 dues-\$10.00 TGlaser moved & DSwenson seconded to pay the bills. Motion carried.

**Adjournment** DSwenson moved & MDalton seconded to adjourn the meeting at 8:47 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).

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