

**Village Of Manley
Board of Trustees Regular Meeting
January 12, 2023**

The Regular Meeting of the Village of Manley Board of Trustees was called to order on January 12, 2023 by Board Chairman, Denise Swenson at 7:01 PM. The Pledge of Allegiance was recited and roll call was taken. Members present were: Denise Swenson, Tim Glas, Patricia Gruber, and Phillip Tapp along with Village Clerk Jessica Tummons, Maintenance Supervisor, Mickey Dalton and five (5) guests. A copy of the Open Meeting Act is posted in the meeting room for review. The Code of Conduct for Municipalities was read by Board Chairman Denise Swenson. Notice of this meeting was posted on the Village website and in the bulletin boards at the Fire House & Post Office.

Agenda – Motion to accept the consent agenda items pulling the water/sewer report made by T Glas, Seconded by P Gruber. Roll Call Vote: All in favor. Motion carried.

Consent Agenda items approved:

- * December 2022 **Meeting Minutes**
- * December 2022 **Correspondence** – Letter of Non-Compliance
- * December 2022 **Water Clerk's Report**
- * December 2022 **Treasurer's Report**
- * December 2022 **Village Clerk's Report**
- * December 2022 **Maintenance Supervisor Report**
- * December 2022 **Misc Monthly Reports**

Water Specialist - Jack Faubion -

December: Total coliform absent, meets bacteriological standards. E. Coli absent

Wastewater Specialist – Ed Blunt

12/7/22 Checked the lagoons. Pumps still not running in auto

12/31/22 Checked lagoons. Found a bad float getting it replaced soon. When I arrived there was a crew working on the fencing project

811 Digger Calls – MDalton

Three (3) requests for December

Community Center Rentals – JTummons

Saturday April 1, 2023

Saturday, June 25, 2023

Saturday, August 5, 2023

Remaining Reports

***Claims** – *Black Hills Energy* - \$602.14; *OPPD* - \$169.85; *Windstream* for CommCtr - \$105.77 and Fire House - \$99.19; *WireBuilt* - \$50.00; *Mickey Dalton* for December Maintenance Supervisor-\$544.10; *Jessica Tummons* for December Village Clerk –\$675.31; *Papillion Sanitation* for January fee - \$25.90; *State of Nebraska* - \$19 (Clerk Cont. Education Class); *One Call Concepts* - \$7.54; *United States Treasury* - \$596.63; *Manley Water* account to Sewer (4th Qtr sales/use tax) - \$19.75; *MS Contracting* - \$1,200; *Cass County Treasurer*(election fees) - \$100; *Keep Cass County Beautiful* - \$100; *DHHS* (water testing) - \$15; *Manley Hwy Acct for matching funds trsf* from Water Acct-\$174.00; *OPPD* (water)-\$53.92; *RWD #3* for water-\$1,432.50; *Jack Faubion* for January water postage & Fees-\$127.70; *Manley Hwy Acct for matching funds trsf* from Sewer Acct-\$174.00; *OPPD* (sewer) - \$35.83; *Ed Blunt* for December wastewater specialist-\$175.00; *OPPD* (Highway) - \$306.86; *NE Dept of Revenue* (4th Qtr sales/use tax) - \$493.65; *Pathfinder Bank* - \$275.54 from sewer, \$20 from Highway, \$320.71 from General; *HTM Sales* - \$206.07; *Meeske Hardware* - \$53.86; *Mickey Dalton* - \$146.53 for lagoon repair; *Adam Goble* - \$170 from Sewer, \$30 from Highway; *JEO* - \$600; *Nicole Shaffer* - \$297.45; *Trfr from Comm Center to General* for expenses paid from incorrect account - \$101.31

DSwenson made a motion to add Nicole Shaffer to the claims in the amount of 297.45, seconded by PGruber. Roll call vote: All in favor. Motion carried.

Motion to pay remainder of claims as presented made by TGlas, seconded by DSwenson. Roll call vote: All in favor. Motion carried.

Special permission asked by clerk JTummons to sign own payroll check as bank accounts have not yet been changed and additional signer not present. Motion made by TGlas to allow clerk to sign own check, seconded by DSwenson. Roll call vote: All in favor. Motion carried.

Unfinished Business

***Nuisance Violations** – *106 Broadway, 103 N Elm, & 105 Locust* – BOH forms signed. DSwenson to speak with attorney to proceed.
220 Main – Cleanup completed

Report a concern forms are located at the Post Office and can be obtained in the Village office or via email by request.

***Building Permits** – One new building permit present to board for Duane Glasoff. Motion to approve building permit pending zoning commissioners decision and blueprints being provided by property owner made by TGlas and seconded by PTapp.

***Community Center Rentals** – Next event set for Easter: date tbd

***Maintenance Supervisor** – MDalton was present and reports all lagoon repairs have been completed and pictures have been submitted to the Department of Environment and Energy. Clerk confirmed with a phone call to the inspector that all the photos were rec'd and that a letter of compliance should be in the mail in the next 10 days.

***Pillage the Village Committee** – Discussion of startup funds for new checking account. Further discussion tabled for after the next committee meeting on Feb 2nd.

***Area Garage Sale** – Letters mailed today January 12 to neighboring communities.

***Schmidt Case** – Order of Dismissal of appeal signed on December 16, 2022.

***Snow Removal-** Village clerk has had one applicant interested in helping with snow removal. Waiting on application.

***Community Center Floors** – New bid presented for cleaning of CC floors from Lalo's Hardwood. After short discussion DS made a motion to hire Lalo's Hardwood at cost of \$1.75 per sq ft and was seconded by PGruber. Roll call vote: All in favor. Motion carried.

***Community Center Small projects** – List of projects to be completed include: West wall/stairwell needs for be refinished, Changing table added to upstairs RR, window analysis for the Community Center, Work on getting bids for renovation project of women's RR. Also need to order some supplies for the Community Center including Floor cleaner, Spin mop, and paper towels.

***Open Board Position** – Table for next month

***ISO Survey** – TGlas has been working on this project. After making several calls it was found that the survey completed was not done so effectively and TGlas has asked for the company to come back out and

re-survey the properties while someone is able to be there. Survey date currently set for Feb 7, 2023 at 1Pm.

***Ordinance Committee** – Table for next month

***Asphalt Repair** – MDalton reports he has a new bid that will be submitted for review once it is received.

***Clerk Hours** – Current Open office hours include Tuesdays from 8am – 2pm, Wednesdays from 4:30Pm-6:30pm and Thursdays from 8am-12pm. Clerk to post on website and Facebook page of current hours.

New Business

*Water books – TGlaser received a bid from Forms Associates in the amount of \$186 for 90 books. This is over what is needed. Discussion of possibly changing the books a little. TGlaser to return with information to get a new quote. Table for Feb.

*Christmas Lights – Need to report to OPPD when Christmas lights are taken down. MDalton agreed to take down lights this coming weekend on 14th or 15th now that Lagoon project is complete.

*Chairman Appointments – Discussion of need for contract for both the Maintenance Supervisor and Street Supervisor needed. New terms beginning soon.

*Post Hole Digger – MDalton expressed a need for the Village to own a post-hole digger for repair projects in the future. Has priced an attachment for the tractor for \$780. Motion made by TGlaser to pay for post-hole digger from Sewer account, seconded by PTapp. Roll call vote: All in favor. Motion carried.

*Keep Cass County Beautiful (KCCB) – Received notice of annual renewal of membership with KCCB. After discussion board members agree to renew keeping membership at same rate. Motion made by TGlaser to pay KCCB \$100 and add to this month's claims, seconded by PTapp. Roll call vote: all in favor. Motion carried.

*Animals running loose – Short discussion regarding ordinance and homeowners keeping pets on their own property or on a leash. Please remember to be kind and keep your pets at home.

*Street conditions after snow/ice – The Village of Manley is working with some older equipment that malfunctioned after the last snow making it hard to get the streets clean. After some maintenance to equipment that has been done shouldn't have this problem again.

*Motion made by TGlaser to enter an executive session to discuss a payroll question privately was seconded by PGruber. Roll call vote: All in favor. Motion carried. Board entered Executive session at 9:25. After a short discussion the board rejoined the room. Motion made by TGlaser to adjourn session at 9:27 and seconded by PGruber. Roll call vote: All in favor. Motion carried.

Public Forum

*Pat & Don Klaumann – previously requested information along with Johnsons regarding charges for being added on to the Village water system. DSwenson to send out email.

*Klaumann also expressed an interest in having a speed bump added to 160th street as traffic that is still in town is accelerating too quickly before leaving town.

*PGruber – Some residents have expressed an increase in their Papillion Sanitation bills have already taken place. Village received an unclear notice regarding this matter but was addressed to another town. Clerk has reached out to clarify and hasn't had any contact returned. TGlaser agreed to reach out to another contact to resolve this issue.

*DSwenson – Hot Rod Run has been scheduled and would like to come to town like last year. Date set for June 10, 2023.

*Schmidt's – Brought up concern of website not being current on businesses. Clerk to have this corrected asap. Also brought to discussion concern for the sidewalks approaching the Post office. Short discussion with the board regarding this matter but unfortunately this is the responsibility of the property owner to repair.

Adjournment - DSwenson moved & TGlas seconded to adjourn the meeting at 9:48 PM. Roll call vote: All approved. Motion carried.



Jessica Tummons
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 familiar status. (Not all prohibited bases apply to all programs.)