

**Village Of Manley  
Board of Trustees Regular Meeting  
December 8, 2022**

The Regular Meeting of the Village of Manley Board of Trustees was called to order on December 8, 2022 by Board Chairman, Denise Swenson at 7:00 PM. The Pledge of Allegiance was recited and roll call was taken. Members present were: Denise Swenson, Tim Glas, Patricia Gruber, Rebecca Goble, and Phillip Tapp along with Village Clerk Jessica Tummons, Maintenance Supervisor, Mickey Dalton and eleven (11) 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 made by TGlas, Seconded by PTapp. Roll Call  
Vote: All in favor. Motion carried.

Consent Agenda items approved:

\* November 2022 **Meeting Minutes**

\* November 2022 **Correspondence** – Letter of Non-Compliance

\* November 2022 **Water Clerk's Report**

\* November 2022 **Treasurer's Report**

\* November 2022 **Village Clerk's Report**

\* November 2022 **Maintenance Supervisor Report**

\* November 2022 **Misc Monthly Reports**

**Water Specialist** - Jack Faubion -

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

**Wastewater Specialist** – Ed Blunt

November 9, 2022 – Checked the lagoons.

November 27, 2022 - Checked lagoons.

\*Met with Randol Wehrbein November, 14 2022 at 13:00 from NPDES and Monte to do an inspection on the lagoons he found a few things that needed work, holes around the lift station, some fencing that needed repaired and some holes on the berms that needed filled.

Also found on the inspection the November 9th and the 27<sup>th</sup> the pump hours have not changed at the lift station, I ran both pumps today and they ran fine so may want to check the floats. Any questions give me a call. -Thanks Ed

**811 Digger Calls** – MDalton

No request for November

**Community Center Rentals** – JTummons

Saturday, December 24, 2022

Sunday, January 1, 2023

Friday January 13-15, 2023

Saturday, June 25, 2023

**Remaining Reports**

\***Claims** – *Black Hills Energy* - \$226.43; *OPPD* - \$149.74; *Windstream* for CommCtr - \$105.77 and Fire House - \$98.75; *WireBuilt* - \$50.00; *Mickey Dalton* for November Maintenance Supervisor-\$544.10; *Jessica Tummons* for November Village Clerk –\$615.28; *Papillion Sanitation* for December fee - \$25.90; *Mowen Owen* - \$495 (Aug & Sept mowing); *State of Nebraska* - \$19 (Clerk Cont. Education Class); *League Association of Risk Management* - \$1,916.56 (Increase Insurance coverage); *DHHS* (water testing) - \$15; *Manley Hwy Acct for matching funds trsf* from Water Acct-\$174.00; *OPPD* (water)-\$46.16; *RWD #3* for water-\$1,012.50; *Jack Faubion* for December water postage & Fees-\$127.70; *Manley Hwy Acct for matching funds trsf* from Sewer Acct-\$174.00; *OPPD* (sewer) - \$37.36; *Ed Blunt* for November wastewater specialist-\$175.00; *OPPD* (Highway) - \$306.97; *Rebecca Goble* - \$140.70

(paper products/Plasticware); *St Patrick's Altar Society* - \$619.95 (replacement for lost check #387)

PGruber moved & DSwenson seconded to approve the Claims. Roll call vote: DSwenson-yes, TGlas-yes, PTapp-yes, RGoble-abstain, PGruber-yes. Motion carried.

**Installation of New Board Members** – There were 2 positions available: DSwenson reported that official results from the November 8, 2022 General Election have been received. TGlas was reelected as member of the Village Board of Trustees. Chairman DSwenson distributed the Oath of Office & TGlas read & signed the Oath of Office.

Election of Board officers. TGlas nominated Denise Swenson for Board Chairman. There being no other nominations, nominations were closed & a unanimous ballot was cast for DSwenson as Board Chairman. Roll call vote: All approved. Motion carried.

PTapp nominated Tim Glas for Vice-Chairman. There being no other nominations, nominations were closed & a unanimous ballot was cast for TGlas as Vice-Chairman. Roll call vote: DSwenson, PTapp, and PGruber all voted yes while TGlas abstained. Motion carried.

This leaves one open spot on the Village Board: Clerk to post position available in local paper for interest.

### **Unfinished Business**

**\*Nuisance Violations** – *106 Broadway, 103 N Elm, & 105 Locust* – BOH forms need additional signatures. DSwenson to speak with attorney to proceed.

*220 Main* – Letter to be sent for cleanup of property

*112 Cherry* – DSwenson to speak with tenant about vehicles

**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** – Nothing new

**\*Community Center Rentals** – Next rental is December 24. Cleaning date set for December 19 at 7PM.

Guest Speaker – Nicole Shaffer December 17, 2022 is the Village of Manley's Christmas party. She has requested a check for Santa to be paid on that day. Motion made by TGlas to add payment to the claims seconded by PTapp. Roll Call Vote: All in favor. Motion carried.

**\*Maintenance Supervisor** – After the state inspection and receiving the letter from the State the fence will need to be replaced asap. MDalton will need to purchase supplies to replace the section of fence. Motion to purchase of materials to be in compliance for State regulations and secure the lagoon for cost up to \$1,000 made by TGlas and seconded by DSwenson. Roll call vote: All in favor. Motion carried.

**\*Pillage the Village Committee** – DSwenson & Jolene Dalton met with head of fundraising in Weeping Water. New checking account will not pose a problem. Advertising for PTV was proposed at previous meeting. Guest Taylor Johnson also does this type of work and offered to draw up a bid. Board chose to wait to see what she can offer before making final decision.

**\*Area Garage Sale** – Letters not sent yet

**\*Schmidt Case** – No news from lawyer as of this date.

**\*Snow Removal-** Adam Goble will be staying on but is in need of additional help for when he is unavailable.

Village of Manley is looking to hire a helper for snow removal. All equipment is supplied. \$20/hr. Interested parties must have valid driver's license. Applications can be submitted via email to [clerk@manleyne.com](mailto:clerk@manleyne.com)

**\*Community Center Floors** – No new bids to report on

**\*Audit Waiver Request** – Due by Dec 31, 2022. Clerk reports Audit Waiver is complete and will be submitted as soon as all corresponding paperwork is ready.

**\*Community Center small projects** – MDalton to install changing table in upstairs restroom as well as fix a few smaller issues within the building.

### **New Business**

**Open Board Position** – Needs to be posted and will be discussed at next meeting.

**ARPA Funds** – DSwenson reports still working on SAM registration number which needs to be completed before submitting plans for ARPA funds.

**Keys/Key Log** – RGoble requested to keep her key as she is on the PTV committee and still needs access to deliver purchased items. New board member will need a key. Motion to get 3 new keys made by TGlas and seconded by PTapp. Roll call vote: all in favor. Motion carried.

**Clerk Hours** – Clerk is requesting a change in office hours. Residents aren't currently utilizing the evening hours on Wednesdays and would like to move back to daytime hours. Village Board agrees to let Clerk set hours and repost. Final hours will be posted on the Village facebook page as well as the website when determined.

**Public Forum** – Pat & Don Klaumann expressed the need for having someone look into the ISO rating for the Fire Dept for Village of Manley. The rating has caused an increase in their insurance costs and potentially other homeowners also. Board members to get more info on this.

**Adjournment** - TGlas moved & PTapp seconded to adjourn the meeting at 8:42 PM. Roll call vote: All approved. Motion carried.

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Jessica Tummons  
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.)