

Village of Manley
Board of Trustees Regular Meeting Minutes
Tuesday, August 13, 2024

The Regular Meeting of the Village of Manley Board of Trustees was called to order on August 13, 2024, at 7:05 p.m. by Chairman, Denise Swenson. The Pledge of Allegiance was recited & roll call was taken. Members present at the time were Denise Swenson, Tim Glas, Phillip Tapp, Patricia Gruber, Marcie LaFleur, & Lindsay Cronk. It was noted that one guest was in attendance. A copy of the Open Meetings Act is posted in the meeting room for review. The Code of Conduct for Municipalities was read by Chairman, Denise Swenson. Notice of the meeting was posted on the Village of Manley website & on the Fire House & Post Office bulletin boards.

Agenda:

Denise Swenson requested that the minutes of July, 11, 2024 be removed from the consent agenda and reviewed later in the meeting. A motion to approve the consent agenda without the minutes from July 11, 2024, was made by Tim Glas & seconded by Denise Swenson.

Phillip Tapp	Patricia Gruber	Marcie LaFleur	Tim Glas	Denise Swenson
Yes	Yes	Yes	Yes	Yes

Motion carried.

Consent Agenda Items Approved:

- * Correspondence
 - o Papillion Sanitation’s Response to contract termination stating last day of service will be September 26.
8/2/2024
 - o Lower Platte South NRD Hazard Mitigation Materials are due on August 19.
8/5/2024
 - o League Executive Board’s Decision to oppose LB9
8/8/2024
 - o Upcoming Community development Workshop on August 21 in Weeping Water.
Registration closes August 14th.
8/8/2024
 - o The Village Office continually received updates from OPPD regarding the major power outage in our region.
- * Water Clerk’s Report
 - o \$2,161.97 Deposited to Water
 - o \$2,797.60 Deposited to Sewer
 - o 17 Delinquent Accounts noted
 - o 5 Overpaid Accounts noted
- * Treasurer's Report

- * Village Clerk’s Report
 - o Caught up all Water/Sewer bills through July.
 - o Sent Delinquent letters through July 20th.
 - o Filed NDOT Lane Mile Report
 - o Filed State Unemployment Tax (SUTA)
 - o Filed IRS Form 941
 - o Filed Quarterly Sales/Use tax
 - o Swapped from QuickBooks Desktop to Online
 - o Will review 1 & 6 year road plan
 - o Will publish notice for Sept. Public Hearings
 - o Will continue to learn the position
- * Misc. Monthly Reports
 - o Water Specialist – *No report*
 - o Wastewater Specialist – *Inspection on 7/12/24 & 7/17/24 Lots of duck weed on the ponds, but there is nothing we can do, it’s just nature..*
 - o 811 Digger Calls – *6 calls for July*

Remaining Reports:

- o **July 11, 2024 Minutes**
 - o Denise Swenson suggested changes to the wording of the July 11, 2024 minutes.
 - o A motion to accept the July 11, 2024 minutes with the presented changes was made by Denise Swenson & seconded by Tim Glas.

Phillip Tapp	Patricia Gruber	Marcie LaFleur	Tim Glas	Denise Swenson
Yes	Yes	Yes	Yes	Yes

Motion carried.

- o **Claims**
- * *Papillion Sanitation*.....\$25.90
- * *Black Hills Energy*.....\$80.18
- * *NE Department of Revenue*\$25.00
- * *Dell*.....\$1,692.60
- * *Intuit - QuickBooks*.....\$580.00
- * *Intuit - QuickBooks*.....\$242.50
- * *US Treasury*\$122.99
- * *Kenny’s Mowing*.....\$480.00
- * *Lindsay Cronk*.....\$1,241.79
- * *Wirebuilt*\$50.00
- * *Svoboda & Chebatoris*.....\$540.00
- * *Drop in L.L.C.*.....\$117.70
- * *League of Nebraska Municipalities*..\$587.00
- * *NE Department of Revenue*\$490.81
- * *OPPD - water*\$33.00
- * *RWD #3*.....\$1,355.50
- * *Midwest Laboratories*.....\$438.40
- * *NE Public Health Environment Lab*...\$15.00
- * *Jack Faubion*\$130.65
- * *Mike McGuire*.....\$30.00
- * *OPPD - Sewer*\$53.45
- * *Mickey Dalton*\$120.00
- * *Adam Goble*.....\$120.00
- * *Ed Blunt*.....\$175.00
- * *Scatter Joy Acres*\$800.00
- * *ACE Hardware*\$26.70
- * *Menards*\$63.04
- * *Cassgram*\$195.00
- * *Rebecca Goble*.....\$175.66
- * *Quality Signs*\$365.00
- * *Quality Signs*\$525.00
- * *PDM Pressure Washing*\$1,100.00
- * *OPPD – Streetlights*.....\$329.09
- * *Adam Goble*.....\$24.19
- * *Meeske Hardware*\$33.26
- * *Meeske Hardware*\$80.95
- * *Adam Goble*.....\$20.

- Denise Swenson suggested the addition of Matt Macke (Anytime Tree) for \$2,000 from the Community Center account for tree removal. As well as Cheyenne Moore for \$300 for Pillage the Village DJ Services & Chris Bryson for \$300 as the Pillage the Village Pickleball Director.
- Denise Swenson made a motion to accept the claims with the suggested additions. This was seconded by Tim Glas.

Phillip Tapp	Patricia Gruber	Marcie LaFleur	Tim Glas	Denise Swenson
Yes	Yes	Yes	Yes	Yes

Motion carried.

- **Amended Claims from July 11, 2024**
 - A motion to approve the amended claims was made by Tim Glas & seconded by Marcie LaFleur.

Phillip Tapp	Patricia Gruber	Marcie LaFleur	Tim Glas	Denise Swenson
Yes	Yes	Yes	Yes	Yes

Motion carried.

Unfinished Business:

- **Nuisance Violations**
 - This item was tabled until the September meeting
- **Building Permits**
 - No building permits presented in July/August
- **Community Center Rentals**
 - August 25, 2024, Stott
 - September 15, 2024, Meyer
 - October 12, 2024..... Stohlmann
- **Pillage the Village Committee**
 - It was stated that a meeting would be held on August 14th at 6:30 p.m.
- **Community Center Small Projects**
 - It was mentioned that painting still needs done specifically the mural for the picnic shelter.
 - Due to the storm on July 31, 2024 the smaller picnic shelter now has to be fixed. The Village needs quotes for both a shingle roof & tin.
- **Gas Barrel**
 - Tim Glas has the gas barrel, it just needs a pump & to be set up.
- **Nuisance ordinance**
 - The Nuisance Ordinance 24-02 was presented.
 - Denise Swenson made a motion to waive the three required readings, this was seconded by Tim Glas.

Phillip Tapp	Patricia Gruber	Marcie LaFleur	Tim Glas	Denise Swenson
Yes	Yes	Yes	Yes	Yes

Motion carried.

- Ordinance 24-02 was read aloud by Denise Swenson at 7:57 p.m.

- Motion to approve Ordinance 24-02 as read & waived was made by Tim Glas and seconded by Denise Swenson.

Phillip Tapp	Patricia Gruber	Marcie LaFleur	Tim Glas	Denise Swenson
Yes	Yes	Yes	Yes	Yes

Motion carried.

- **Fee Schedule**

- An updated schedule was presented to the board.
- Highlights:
 - \$30.00 per hour for Lagoon Mowing & Spraying*
 - \$20.00 per hour for General Lagoon Maintenance*
 - \$20.00 per hour for General Maintenance*
 - \$0.66 per mile for Driving a Personal Vehicle*
 - \$15.00 per hour for Driving a Village Vehicle*
 - \$15.00 per hour for Waiting on Parts & Repairs*
- Motion to accept the Fee Schedule for Maintenance Jobs was made by Tim Glas & seconded by Denise Swenson

Phillip Tapp	Patricia Gruber	Marcie LaFleur	Tim Glas	Denise Swenson
Yes	Yes	Yes	Yes	Yes

Motion carried.

- **Road Patch on Main & Locust**
 - This item was tabled until the September meeting
- **Revised Fireworks Ordinance**
 - This item was tabled until the September meeting
- **Revised Peddler's Ordinance**
 - This item was tabled until the September meeting

New Business:

- **Nebraska Board of Public Roads Classification & Standards NBCS Filing**
 - Resolution 24-01 was presented to the board and read by Denise Swenson
 - A motion to approve Resolution 24-01 as presented authorizing Denise Swenson to sign for the Village was made by Tim Glas & seconded by Marcie LaFleur

Phillip Tapp	Patricia Gruber	Marcie LaFleur	Tim Glas	Denise Swenson
Yes	Yes	Yes	Yes	Yes

Motion carried.

- Later, a motion was made by Denise Swenson to amend the last motion as follows:
A motion made by Denise Swenson to approve Resolution 24-01 as presented authorizing Denise Swenson to sign for the Village & seconded by Marcie LaFleur.
 This motion was seconded by Marcie LaFleur.

Phillip Tapp	Patricia Gruber	Marcie LaFleur	Tim Glas	Denise Swenson
Yes	Yes	Yes	Yes	Yes

Motion carried.

- **Winter Road Salt**
 - Information for BlackStrap Inc. was presented to the board as an option for winter road salt, and discussed.
- **Christmas Decorations**
 - Options for Christmas Decorations were discussed

Public Forum:

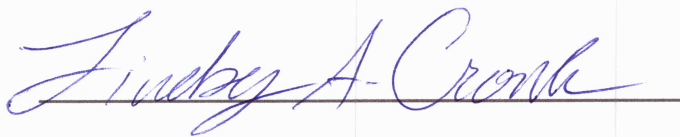
- It was mentioned that Stephanie DeGroot will complete the Village Budget this year for \$650.00.
- Steve Parr will send information to the Village Clerk regarding the 1 & 6 year road plan
- Justin Backhaus is contacting people regarding the planning commission.
- Updating the Microsoft Office 2013 program to Office 365 in the Village Office was discussed.

Adjournment:

A motion to adjourn the meeting was made by Tim Glas at 9:03 p.m. & seconded by Phillip Tapp.

Phillip Tapp	Patricia Gruber	Marcie LaFleur	Tim Glas	Denise Swenson
Yes	Yes	Yes	Yes	Yes

Motion carried. Meeting adjourned.



Lindsay Cronk,
Clerk



Date of Approval

*Copies of the minutes & reports are on file at the Manley Village Office & are available for review upon request. Minutes of the meeting can also be viewed at www.manleyne.com

*In accordance with Federal law & 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 familial status.
(Not all prohibited bases apply to all programs.)

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RESOLUTION

SIGNING OF THE MUNICIPAL ANNUAL CERTIFICATION OF PROGRAM COMPLIANCE 2024

Resolution No. 24-01

Whereas: State of Nebraska Statutes, sections 39-2115, 39-2119, 39-2120, 39-2121, and 39-2520(2), requires an annual certification of program compliance to the Nebraska Board of Public Roads Classifications and standards; and

Whereas: State of Nebraska Statute, section 39-2120 also requires that the annual certification of program compliance by each municipality shall be signed by the Mayor or Village Board Chairperson and shall include the resolution of the governing body of the municipality authorizing the signing of the certification.

Be it resolved that the Mayor Village Board Chairperson of Village of Manley is hereby authorized to sign the Municipal Annual Certification of Program Compliance.

Adopted this 13 day of August, 2024 at Manley Nebraska.

City Council/Village Board Members

<u>Tim Glas</u>	_____
<u>Marrie LaFleur</u>	_____
<u>Patricia Huber</u>	_____
<u>Philby Papp</u>	_____
<u>Denise Swenson</u>	_____

City Council/Village Board Member Denise Swenson
Moved the adoption of said resolution
Member Marrie LaFleur Seconded the Motion
Roll Call: 5 Yes 0 No 0 Abstained 0 Absent
Resolution adopted, signed, and billed as adopted.

Attest:

Judith A. Crocker
(Signature of Clerk)



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MUNICIPAL ANNUAL CERTIFICATION OF PROGRAM COMPLIANCE TO NEBRASKA BOARD OF PUBLIC ROADS CLASSIFICATIONS AND STANDARDS 2024

In compliance with the provisions of the State of Nebraska Statutes, sections 39-2115, 39-2119, 39-2120, 39-2121, and 39-2520(2), requiring annual certification of program compliance to the Board of Public Roads

Classifications and Standards, the City Village of Manley
(Check one box) (Print name of municipality)

hereby certifies that it:

- ✓ has developed, adopted, and included in its public records the plans, programs, or standards required by sections 39-2115 and 39-2119;
- ✓ meets the plans, programs, or standards of design, construction, and maintenance for its highways, roads, or streets;
- ✓ expends all tax revenue for highway, road, or street purposes in accordance with approved plans, programs, or standards, including county and municipal tax revenue as well as highway-user revenue allocations;
- ✓ uses a system of revenue and costs accounting which clearly includes a comparison of receipts and expenditures for approved budgets, plans, programs, and standards;
- ✓ uses a system of budgeting which reflects uses and sources of funds in terms of plans, programs, or standards and accomplishments;
- ✓ uses an accounting system including an inventory of machinery, equipment, and supplies;
- ✓ uses an accounting system that tracks equipment operation costs;
- ✓ has included in its public records the information required under subsection (2) of section 39-2520; and
- ✓ **has included in its public records a copy of this certification and the resolution of the governing body authorizing the signing of this certification by the Mayor or Village Board Chairperson.**

Denise Swenson
Signature of Mayor Village Board Chairperson (Required)

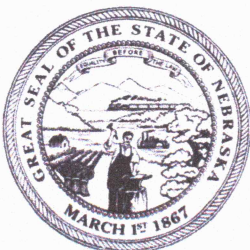
8-13-2024
(Date)

Signature of City Street Superintendent (Optional)

(Date)

Return the completed original signing resolution and annual certification of program compliance by October 31, 2024 to:

Nebraska Board of Public Roads Classifications and Standards
PO Box 94759
Lincoln NE 68509



CERTIFICATION

I, Lindsay A. Cronk, Clerk of the Village of Manley, Nebraska, hereby certify that the attached is a true, full and correct copy of Resolution 24-01 adopted by the Board of Trustees of the Village of Manley, Nebraska on the 13th day of August, 2024, as the same appears on file and of record in this office.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Village of Manley, Nebraska, as of this 20th day of August, 2024.

VILLAGE OF MANLEY, NEBRASKA

By: *Lindsay A. Cronk*
Lindsay A. Cronk, *Village Clerk*