

**Village Of Manley  
Board of Trustees Regular Meeting  
January 10, 2019**

The Regular Meeting of the Village of Manley Board of Trustees was called to order on January 10, 2019 by Chairman Denise Swenson at 7:00 PM at the Manley Community Center. Roll call was taken and members present were Denise Swenson, Mickey Dalton, Tim Glas, Rebecca Goble, and Adam Zierott along with Village Clerk Jolene Dalton & Zoning Administrator Betty Meyer. A copy of the Open Meeting Act is posted in the meeting room for review. The Code of Conduct for Municipalities was read by Chairman DSwenson. Notice of this meeting was posted on our website and in the bulletin boards on the Fire House & Post Office.

**Agenda** MDalton moved & TGlas seconded to approve the Agenda. Roll call vote: All approved. Motion carried.

Consent Agenda items approved:

\*December 13, 2018 **Minutes**

\*December 2018 **Water Clerk Report**

\*December 2018 **Treasurer's Report**

\*December 2018 **Village Clerk's Report** - \*Submitted a Coca Cola/KAB Public Space Recycling Bin Grant application (for 8 recycling bins); Submitted 2019 Cass County Tourism Marketing Grant for PTV; Received notices from IRS that we did not file a Form 941 (employer's) tax return 1<sup>st</sup> & 4<sup>th</sup> Qtr of 2014. Sent response forms.

\***Misc Monthly Reports** –

**Water Specialist** - December water sample had no violations

**Wastewater Specialist** – Lagoon cells looked good-frozen over but still draining to wet well.

**Fireproof File Cabinet** – MDalton, Adam Goble & TGlas helped move two cabinets from Pinnacle Bank-Louisville to the Village Office. Thank you sent to the bank.

\***Claims** - Black Hills Energy for CommCtr-\$223.73 & Fire House-\$166.34; OPPD for Fire House&CommCtr-\$205.45, Sewer-\$52.78, Water-\$28.00 & Street Lights-\$342.99; RWD #3 for water-\$836.95; WWPS Bldg Fund for CommCtr payment-\$350.00; Windstream for CommCtr-\$95.19 & Fire House-\$98.28; WireBuilt for website maint-\$50.00; Manley Hwy Acct for matching trsf from Sewer Acct-\$161.00 & Water Acct-\$161.00; JDalton for 47-1/4 hr Dec Village Clerk wages-\$545.44; JFaubion for Jan water wages & postage-\$124.70; EBlunt for Nov&Dec Wastewater Specialist-\$250.00; Ball Insurance for qtrly premium-\$1,050.50; NE Dept of Revenue for 4<sup>th</sup> qtr sales tax-\$608.11; One Call Concepts for 4<sup>th</sup> qtr digger calls-\$12.54; US Treasury for 4<sup>th</sup> qtr P/R taxes-\$302.18; Cornhusker State Industries for BMeyer Award-\$39.00; Cass County Treasurer for Nov 2018 General Election charge-\$100.00; NE Dept of Revenue for 2018 P/R withholding-\$16.54; JDalton for computer ink & stamps-\$128.95; Adam Goble for Dec snow plowing-\$67.50; and JEO for 2018 Road Program-\$600.00. (Note: The Monthly Reports accepted &/or approved with the approval of the Agenda will be attached to the official copy of these minutes.)

**Louisville Area Foundation speaker** – Because of a schedule conflict, the speaker was rescheduled for next month's meeting.

**Public Forum**

Building Permit – After discussion, TGlas moved & RGoble seconded that the Board affirm the building permit granted by our Zoning Administrator to Adam Zierott (113 North) for a garden shed. Roll call vote: All approved. Motion carried.

Regarding the property across Hwy 1 from Manley Lane, any further action to add a business there is presently on hold while they get a plat ready.

After discussion, TGLas moved & RGoble seconded that we approve the ~8-1/2 extra hours requested by JDalton to get the final CCCFF Grant (for the Vertical Platform Lift) report prepared. Roll call vote: TGLas-yes, DSwenson-yes, MDalton-abstain, RGoble-yes, AZierott-yes. Motion carried.

After discussion, it was agreed to allow our Village Clerk to apply for financial assistance to attend the 2019 NMCA Institute in Kearney in March. After we hear word on the scholarships & what the agenda will be this year, a final decision will be made.

### **Unfinished Business**

\*Annexation Project – BMeyer gave an update on the annexation progress. The next step would be to approve a Resolution that would set a time & date on a proposed annexation of certain properties by the Village of Manley. After discussion on procedure & cost, it was decided to try to get an engineer to attend our next meeting to answer questions.

\*Neglected Building Ordinance –The International Property Maintenance Code (IPMC) book was received. Each Board member was to take the book for one week & look thru it. Further discussion will then be held at the next meeting.

\*Nuisance Violations Update – The camper at 209 Broadway has been removed. The property at 106 Locust is looking better but is still being worked on. Continuous problems are occurring at 106 Broadway & 220 Main so TGLas distributed a letter which was approved to send to these two residents.

JDalton was requested to make an updated map of the Village with names & phone numbers for the Board members.

Adam Goble sent word that there is a problem with a vehicle sitting on the street at 204 Broadway when he needs to plow. AZierott volunteered to talk to the home owner.

\*Sales Tax – JDalton reported on the steps that are needed to implement a local sales tax. We have to start with a Resolution but we will need to wait for the 2020 election cycle to put it on the ballot. We are looking at getting approval for a 1/2% sales tax for the water & sewer infrastructure work that is needing to be done.

\*Water/Sewer Infrastructure – BMeyer reported that Ed Blunt will be discharging the lagoons tomorrow. MDalton reported that he talked with a salesman from Municipal Supply who went over different options we have with water meter systems & costs. After discussion, it was recommended that we stay with the same basic system we have now, just changing out a few meters at a time. An in-pit meter & remote is approx. \$250/house. MDalton will get more bids on prices.

MDalton reported that we need to spray the lagoons for weeds at least once a month & felt it would be more economical if we had our own equipment. He got two bids on a sprayer that can be attached to our tractor. TGLas moved & MDalton seconded to purchase a 40 gallon sprayer from Tractor Supply for ~\$500.00. Roll call vote: All approved. Motion carried.

After discussion, DSwenson volunteered to contact NE Rural Water & get our name on the list to get our sewer lines smoked. Another suggestion was to use Mid-America Research (out of Columbus) for sewer line maintenance, applying a foaming root control chemical.

\*Village Attorney – a report on hourly bids from local attorneys was postponed until next month.

\*2019 Cass County Tourism Grants – After discussion, AZierott moved & TGLas seconded that we apply for a Cass County Tourism Capital Improvement Grant for a new picnic shelter and a Midwest Community

Foundation Grant for a new playground to replace the aged wooden one in the southwest area of the Park. Roll call vote: All approved. Motion carried.

**New Business**

\*Kitchenette Floor – BMeyer received a bid from Kelly’s Carpet of ~\$743.00 for 77 yards of carpet squares plus corners. How much of the floor needs to be torn up & re-leveled will be decided as work progresses. MDalton moved & RGoble seconded to purchase the carpet as presented. Roll call vote: All approved. Motion carried.

\*Community Center Equipment - After discussion, AZierott moved & TGlas seconded that we purchase a microwave oven (from the Habitat for Humanity ReStore) & two more trash cans for the lower level. Roll call vote: All approved. Motion carried.

\*Village Comprehensive Plan – The Plan will need to be renewed next year (2020). The Board was charged with looking thru the current Plan & see what changes we would like to make. DSwenson will check into the cost & procedure of making changes.

\*Community Center Payoff & Vertical Platform Lift Party – A date was set for Saturday, June 8, 2019. Ideas discussed were to call it a “Payoff Bash”, furnish free food inside, send a personalized invitation to all the residents, have door prizes & games for kids, have a “beer garden” on the tennis court (get a special beer license for that day; minimal charge for the beer), and maybe incorporate a school reunion. We are to work on ideas during the month.

\*Because of Valentine’s Day, the next meeting was rescheduled for Wednesday, February 13<sup>th</sup>.

**Adjournment** TGlas moved & RGoble seconded to adjourn the meeting at 9:20 PM. Roll call vote: All approved. 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 familial status. (Not all prohibited bases apply to all programs.)