

**Village Of Manley
Board of Trustees Regular Meeting
April 11, 2019**

The Regular Meeting of the Village of Manley Board of Trustees was called to order on April 11, 2019 by Vice-Chairman Mickey Dalton at 7:00 PM at the Manley Community Center. Roll call was taken and members present were Mickey Dalton, Tim Glas, Rebecca Goble and Adam Zierott along with Village Clerk Jolene Dalton, Zoning Administrator Betty Meyer, Winter Streets Maintenance Supervisor Adam Goble, and Manley VFD Chief Larry Schliefert. Chairman Denise Swenson is out of town & will be calling in for the meeting. A copy of the Open Meeting Act is posted in the meeting room for review. Notice of this meeting was posted on our website and in the bulletin boards on the Fire House & Post Office.

Agenda After a request to pull out the Village Clerk's Report, T Glas moved & R Goble seconded to approve the amended Agenda. Roll call vote: All approved. Motion carried.

Consent Agenda items approved:

*March 14, 2019 **Minutes**

*March **Correspondence** - received notification from KAB that we were not one of the recipients of the Coca-Cola Recycling Bins Grant; received a Thank You from Keep Cass County Beautiful for our Gold Membership & support.

*March 2019 **Water Clerk Report**

*March 2019 **Treasurer's Report**

***Misc Monthly Reports** –

Water Specialist – March water sample had no violations

***Claims** - Black Hills Energy for CommCtr-\$246.79 & Fire House-\$201.17; DHHS for water testing-\$15.00; OPPD for CommCtr-\$89.45, Fire House-\$201.06, Sewer-\$48.59, Water-\$38.17 & Street Lights-\$292.39; RWD #3 for water-\$778.90; Tornado Siren Loan payment-\$350.00; Windstream for CommCtr-\$95.14 & Fire House-\$98.17; WireBuilt for website maint-\$50.00; Manley Hwy Acct for matching trsf from Sewer Acct-\$161.00 & Water Acct-\$161.00; JDalton for 49-1/2 hr Mar Village Clerk wages-\$570.56; JFaubion for Apr water wages & postage-\$125.60; NE Dept of Revenue for 1st qtr sales tax-\$661.68; Manley Water Acct trsf from Sewer Acct for 1st qtr sales tax-\$399.59; One Call Concepts for 1st qtr digger calls-\$2.31; US Treasury for 1st qtr P/R taxes-\$323.22; Scott Lynam for CommCtr lower level repair & wall removal-\$120.00; Jeff Vickers for lower level repair & wall removal-\$120.00; MDalton for floor leveler-\$59.07; Langfeldt Overhead Door for maint bldg door weatherstripping-\$119.00; Wessels Trucking for rock & hauling-\$258.77; Meeske Auto Parts for tire chains-\$179.99; Tractor Supply Co for pump sprayer for lagoons-\$372.97; and Quality Press Printing for 2019-20 water/sewer books-\$267.43.

Since DSwenson was not physically present at the meeting to sign checks, JDalton was given permission to be the second signature on the Village Clerk's check.

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

*March 2019 **Village Clerk's Report** – Update on Animal Licensing – Have registered 54 animals to date. What can we do to people who refuse to adhere to the licensing rules?; Received a QuitClaim Deed from the Weeping Water School District for the Community Center & Park. Put original document in the fireproof cabinet; Received notice that we were awarded a \$5,000 grant from the Midlands Community Foundation for the playground. The Berneice Hopper Foundation was accepting grant applications so submitted a request for \$15,000.00 for the playground; Received approval from Cass County Tourism & submitted the Capital Improvement Grant application for the picnic shelter; Mickey & I went around the Village reading the water meters & delivering the new water books. We still have to read those who have meters inside their houses; Wired money for Sewer Bond interest payment on April 1st; Filed 1st Qtr Employer Tax Forms; Attended the KCCB Recognition Event at Platte River State Park on April 6th, along with Mickey Dalton and Tim & Laura Glas. Manley received a Recognition Award, which is hanging in the Office, for keeping our Village “clean, green & beautiful”.

Discussion was held on what to do regarding residents who don't comply with our Ordinance to license their animals. The Village Clerk was directed to send a citation to those residents who this applies to. T Glas moved & R Goble seconded to accept the Village Clerk's Report. Roll call vote: All approved. Motion carried.

MAPA – Don Gross, Community Development Manager, called today & cancelled. We will reschedule his visit.

DSwenson called in & joined the meeting via teleconference.

Manley VFD Report – Larry Schliefert reported on the Fire Department, their members & their activities. The Board asked about burn permits so he discussed the procedure to get one. He (402-297-6288), Greg Schliefert (402-297-5537) or Dan Timm (402-416-4589) can issue the permits.

Larry Schliefert was excused from the meeting.

Unfinished Business

*Annexation Project – Betty Meyer sent out 14 notices to those who would be affected by the proposed annexation notifying them of the Planning Board's Open House/Public Meeting on Wed, April 24th at 7:00 PM.

*Neglected Building Ordinance –The International Property Maintenance Code (IPMC) book did not make it around to all the Board members to read during the month, so further discussion was postponed until the next meeting.

*Nuisance Violations Update – After discussion & an update on violations, AZierott will talk to residents at 201 Locust & 204 Main and T Glas will send letters to 111 Broadway, 105 Locust & 106 Broadway.

*Water/Sewer Infrastructure - MDalton brought sample pit & remote meters from Municipal Supply. The cost would be ~\$250/household plus the cost of having to dig out some pits. There are approx. 66 pits in town. After discussion, it was agreed that probably the best way to recoup the cost would be to add a monthly maintenance fee to our bills. Because of the cost, T Glas moved & R Goble seconded that we purchase 10 meter sets at a time and install at the convenience of the weather & workers. Roll call vote: All approved. Motion carried. MDalton was directed to make up a list of the households where the meters need to be replaced first. MDalton also reported that he ordered 4 new harnesses which will be needed.

We have had an inquiry about hook-up costs from a prospective buyer of a house on the market here in town. According to our present Ordinance, there is a \$200.00 hook up fee plus a \$500.00 surety bond.

*"Out of the Past – Celebrate the Now" Celebration – next Committee meeting was set for Tuesday, April 16th after the Village Comprehensive Plan meeting, which is scheduled for 6:00 PM that night.

*Village Snow Plow – Mike Egerts has not had time to look at the truck because of family medical issues & Dave Ortlieb didn't have the tools to do the repair work, so the matter was held over until the next meeting.

*Signs at North & Locust Streets – The weather is getting better so MDalton will get the signs ordered now.

*Lawn Care – Owen Kunz & Jaimy Nixon/TreeRific were contacted about handling our lawn care again this year. Their prices would be the same so T Glas moved & AZierott seconded that we contract both for the coming year. Roll call vote: All approved. Motion carried.

*Picnic Shelter & Playground Grants – The Board was reminded to get out & pursue further funding for these projects. We have two grant applications pending, but will need additional resources.

***Community Center Projects –**

Roof – MDalton got two bids to tear off & replace the shingles on the roof. AZierott moved & RGoble seconded that we accept the bid of \$7,500.00 from Dean Ellefson to re-shingle the roof. Roll call vote: DSwenson-yes, MDalton-abstain, TGlaser-yes, RGoble-yes, AZierott-yes. Motion carried. (Note: There is a \$8,158.42 roof insurance settlement balance in the CommCtr checking account to cover this cost.)

Gutters – MDalton reported that he is still in the process of getting bids for this. Not sure if we can repair them or will need to replace them.

Concrete the outside SW corner area by the building – MDalton got two bids. TGlaser moved & RGoble moved that we accept the bid of \$1,500.00 from Jamie March to cement that area. Roll call vote: All approved. Motion carried.

Painting – MDalton got two bids. AZierott moved & TGlaser seconded that we accept the bid of \$1,050 from (Kevin) Palmer Painting to paint the ceilings & walls in the two upstairs classrooms & two stairwells once a color is approved and \$600.00 to paint the downstairs area. Roll call vote: All approved. Motion carried.

Downstairs – After discussion, AZierott moved & TGlaser seconded that work on the downstairs commence once the cement is laid outside: remove wood paneling (if no historical value), install a new 3' door & drywall on the north side, skim the edges of the cement floor, lay the carpet already purchased, & add at least one new bank of lights on the east side of the room. Roll call vote: All approved. Motion carried.

New Business

*The semi-annual audit of the books was scheduled for Thursday, April 18th at 7:00 PM.

*Because of the busy month, scheduling a Pillage the Village meeting was delayed until next month.

*WireBuilt Municipal Alerts – A proposal was received from Wire Built regarding setting up Emergency Text Blasts for Manley. After discussion, MDalton moved & TGlaser seconded that we table the proposal. Roll call vote: All approved. Motion carried.

*Ballfield use – Elmwood School Girls Softball has asked to use the field on April 19th at 6:00 PM. AZierott will get contact information for the Louisville ball teams so a schedule can be set up for use of our field. JDalton was directed to order a port-a-potty once again for spring-summer.

*CCEM (Cass County Emergency Management) Water payment – Because they are dependent on the County approving & paying the bill, AZierott moved & TGlaser moved that we waive any late fees for CCEM's water & sewer payments. Roll call vote: All approved. Motion carried.

*Lower Platte South Natural Resources District-Hazard Mitigation Plan Meeting – Larry Schliefert attended the first of two required meetings for the Village to remain eligible for funding help thru them. AZierott took the materials Larry brought back for further review. There will be a second meeting sometime in the future that we will send a representative to.

*Firearms – JDalton reported on a phone call she got from a resident about a firearms incident. After talking to the Cass County Sheriff's Office, she informed the resident what their options are should another incident occur.

*CDGB Application Workshop – Because there are some projects we might want to apply for CDBG help in the near future, DSwenson & MDalton will go to the workshop scheduled for April 24th.

Public Forum

*Received an email from T.E.A.M. announcing "Bag the Butts!" on World No Tobacco Day on May 31st to clean up local playgrounds & get them ready for kids to enjoy this summer. Right now we have no one who is available to head the project in our park.

*New Picnic Shelter – Betty Meyer showed a couple of picture suggestions for the design of a new picnic shelter in our park.

Adjournment TGlas moved & AZierott seconded to adjourn the meeting at 9:30 PM. Roll call vote: All approved. Motion carried.

Jolene Dalton
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.)