

**Village of Manley Board  
Regular Meeting Minutes  
January 5, 2012**

A regular meeting of the Board of Trustees was called to order by Chairperson Betty Meyer, at the Manley Fire Barn, Thursday, January 5, 2012 at 7:08 p.m.. Chairperson Meyer advised attendees that the Open Meetings Act is posted on the bulletin board and South wall for review. Roll Call was taken and members present were Denise Swenson, Kevin Holdorf and Justin Plucknett.

**Review and Approval of Agenda** Justin Plucknett made a motion to accept the Agenda as written. Kevin Holdorf seconded the motion. All agreed.

**Review and Approval of Minutes (Dec. 1)** The minutes of the meeting held December 1, 2011 was reviewed. Justin Plucknett made a motion to accept the minutes as written. Kevin Holdorf seconded the motion. All agreed.

**Vacant Board Position** Denise Swenson made a motion to appoint Susan Christoffersen to the vacant board position. Kevin Holdorf seconded the motion. All agreed. Susan Christoffersen accepted the appointment and Chairperson Meyer administered the oath of office. She will resume the duties of the Secretary.

Chairperson Meyer also talked about certifying board member terms with the Cass County election office. There will be three positions on the ballot in November. Meyer and Holdorf's terms of office don't expire until 2014. Incumbent election registration deadline is July 16, 2012. Any one interested in being on the ballot in November must be registered at the Cass County election office by August 1, 2012.

**Public Forum** Dawn Holdorf addressed the board about many homes not having their street numbers posted it hinders her with her water clerk duties and pointed out that it could also delay emergency services. Chairperson Meyer said she will send out a post card to residents to remind them to post their house numbers,

**Water and Sewer Report** Dawn Holdorf presented the water report with deposit amounts. Denise Swenson made a motion to accept the report. Justin Plucknett seconded the motion. All agreed. Dawn also discussed ordering the new water books, and wanted to know if any changes needed to be made. It was decided no changes were necessary.

**Water and Testing Results** Kevin Holdorf explained the need to chlorinate the water. We are three months into the six month order and all results are coming back good. Denise Swenson informed the board that she had received the class reimbursement costs from DHHS for Kevin Holdorf's water certification. Kevin also told board members of the building for the chlorinator.

**1/6 year Road Plan Approval** Betty Meyer said the plan should have been published in the newspaper so all discussion was tabled til the February meeting. Kevin Holdorf will get the notice published.

**Annual Village Audit Waiver** Betty Meyer has been working on the audit waiver and will get it submitted to the State soon. There is still time to meet the March deadline.

**Community News** Betty Meyer discussed the “Welcome” sign being donated by a local resident, It was discussed to look at an area near North and Elm Streets. Item was tabled until the February meeting to finalize the details.

The Community Christmas decoration contest had two entries from local residents, Kevin and Dawn Holdorf and Bob and Mary Scott. Nine votes were submitted from area residents with the Holdorf's winning the \$100 prize, in a 5-4 vote.

**Insurance Review** It was reported that Inspro and EMC are paid and current and the bonding insurance is paid and current.

**Treasurer's Report** Denise Swenson presented the November Treasurer's Report with the corrected Payable as follows:

**GENERAL CHECKING**

Beg Balance 11-8-2011			\$20081.96
Expenses			
Black Hills Energy			
Fire Barn	\$ 43.32		
Community Bldg	22.78	66.10	
OPPD			
Fire Barn	41.81		
Town Hall	15.19		
Community Bldg	32.54	89.54	
Windstream		95.05	
Community Bldg. payment		350.00	
Meeske Hardware-nails, grass seed		86.28	
Great Plains One Call		5.05	
Weeping Water School-liquor licenses		375.00	
Betty Meyer- postage		2.50	1069.52
Deposits			
Cass County Treasurer			813.39
Ending Balance 12-1-2011			<u>\$19825.83</u>

**WATER CHECKING**

Beg Balance 11-8-2011			\$17083.37
Expenses			
Dawn Holdorf-November wages		80.00	
Rural Water – October		879.95	
Kevin Holdorf—water wages Nov +exp		88.96	
Highway matching funds—Dec		87.50	
USA Blue Book—test strips		70.91	
Two Dudes in a Dodge—cement pad		150.00	1357.32
Deposits			

11.21	977.69	
11-29	656.63	1634.32
Ending Balance 12-1-2011		<u>\$17360.37</u>

**HIGHWAY CHECKING**

Beg Balance 11-8-2011		\$17528.41
Expenses		
OPPD-street lights –Nov	351.44	
Bond payment and interest 11-1	10627.50	
Betty Meyer—street signs	150.00	11128.94
Deposits		
Highway matching	175.00	
State of Nebraska-12-9	1139.53	1314.53
Ending Balance 12-1-2011		<u>\$ 7714.00</u>

**SEWER CHECKING**

Beg Balance 11-8-2011		\$ 7973.29
Expenses		
Highway matching funds-Nov	87.50	
Delton Bolles –Nov	375.00	
Kersten Precast—manhole riser	57.00	
Terry Meyer—hauling and installing riser	45.00	564.50
Deposit		
11.21	1396.50	
11-29	588.00	1984.50
Ending Balance 12-1-2011		<u>\$ 9393.29</u>

**COMMUNITY BUILDING CHECKING**

Balance 11-8-2011		\$ 2066.44
Expenses		
Soup Social winner – Erica Plucknett		50.00
Deposits		
US Postal Service—community meeting	100.00	
Rental—Linda Twomey	50.00	150.00
Ending Balance 12-1-2011		<u>\$ 2166.44</u>

**CDBG CHECKING**

Balance 12-1-2011		<u>\$ 1.27</u>
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Justin Plucknett made a motion to accept the November Treasurer's Report with the corrections. Kevin Holdorf seconded the motion. All agreed.

Denise Swenson presented the December Treasurer's Report as follows:

**GENERAL CHECKING**

Beg Balance 12-1-2011			\$19825.77
Expenses			
Black Hills Energy			
Fire Barn	\$105.37		
Community Bldg	87.59	193.22	
OPPD			
Fire Barn	39.62		
Town Hall	22.22		
Community Bldg	48.29	110.13	
Windstream		96.20	
Community Bldg. payment		350.00	
Meeske Hardware-fire barn lights		26.97	
Great Plains One Call		5.05	
City of Weeping Water-1/2 firefighter ins		253.50	
Inspro Insurance-employee bond ins		162.00	
EMC Insurance-Village prop, liability/qtr pay		1485.91	2682.98
Deposits			
Cass County Treasurer			221.51
Ending Balance 01-05-2012			<u>\$17364.30</u>

**WATER CHECKING**

Beg Balance 12-01-2011			\$17360.37
Expenses			
Dawn Holdorf-December wages/meter reading	100.00		
Rural Water – November	1064.85		
Rural Water – December	836.95		
Kevin Holdorf—water wages Dec/postage	92.56		
Highway matching funds—Jan	87.50		
DHHS	57.00		
DHHS	426.00		
Meeske Hardware-meter shelter supplies	31.59	2696.45	
Deposits			
12-21			1284.75
Ending Balance 01-05-2012			<u>\$15948.67</u>

**HIGHWAY CHECKING**

Beg Balance 12-01-2011		\$ 6420.96
Expenses		
OPPD-street lights –Dec	351.35	
Meeske Hardware-Street light repair	12.27	
Meeske Auto Parts-oil filter and belt	78.78	442.40
Deposits		
Highway matching	175.00	
State of Nebraska-12-9	1167.26	
State of Nebraska-12-30	467.44	1809.70
Ending Balance 01-05-2012		<u>\$ 7788.26</u>

**SEWER CHECKING**

Beg Balance 12-01-2011		\$ 9393.29
Expenses		
Highway matching funds-Nov	87.50	
Delton Bolles –Dec	125.00	
Aksarben Pipe and Sewer	667.50	880.00
Deposit		
12-21		1726.00
Ending Balance 01-05-2012		<u>\$ 8321.79</u>

**COMMUNITY BUILDING CHECKING**

Balance 01-05-2012		<u>\$2103.35</u>
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**CDBG CHECKING**

Balance 01-05-2012		<u>\$ 1.27</u>
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**FIRE BARN SAVINGS**

Balance 01-05-2012		\$1355.76
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It was discussed that instead of updating the report during the meeting Denise will report all payables during the meeting on the following months report.

Justin Plucknett made a motion to accept the December Treasurer's Report. Kevin Holdorf seconded the motion. All agreed.

**Review Correspondence** Kevin Holdorf presented the correspondence:

Municiple Clerk Institute and Acadamy notice of seminar-no action needed  
 Tourism Grant information- Kevin Holdorf will present more information on this at the February meeting, he will be checking into using the funds for the Manley Community Center.

**Adjourn** Denise Swenson made a motion to adjourn the meeting at 9:13pm. Justin Plucknett seconded the motion. All agreed.

“Copies of the minutes and reports are on file at the home of either the Clerk or the Secretary of the Manley Board of Trustees, and available for review upon request, minutes can also be viewed at [www.manleyne.com](http://www.manleyne.com)”

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