

Village Of Manley
Board of Trustees Regular Meeting
October 6, 2016

The Regular Meeting of the Village of Manley Board of Trustees was called to order on October 6, 2016 by Chairman Betty Meyer at 7:04 PM at the Manley Community Center. Roll call was taken and members present were Betty Meyer, Mickey Dalton, Tim Glas, Dawn Holdorf and Denise Swenson, along with Village Clerk Jolene Dalton, Water Specialist Jack Faubion and guests Steve Barr & Erin Ball. A copy of the Open Meeting Act is posted in the Village Office for review. The Code of Conduct for Municipalities was read by Chairman BMeyer. Notice of this meeting was posted on our website and in the bulletin boards on the Fire House & Post Office.

Agenda After reviewing the agenda, TGlas moved & MDalton seconded to approve the agenda with an amendment to add an Insurance presentation immediately after (#2) the One and Six Year Street Plan discussion. Motion carried.

One & Six Year Street Plan – Steve Parr from JEO reviewed Manley’s one & six year street plan with us. The one year plan includes Project 26 (Elm Street north from North Street) and Project 21 (Main Street from Cherry Street to Manley Lane). It was decided to move Project 25 (east end of North Street) to the one year plan. We will find out from the County which contractor will be doing the 160th Street paving & see if they can do Project 25 (& maybe even Project 26) at the same time. Steve will write up our final plan & send it to us for approval.

Steve Parr was then excused from the meeting.

Village Insurance – Erin Ball from Ball Insurance presented information & suggestions about our insurance. Because the Board wanted more time to look over & discuss our insurance needs, an additional meeting was scheduled for Thursday, October 13th at 7:00 PM.

Erin Ball was then excused from the meeting.

Water/Sewer Reports

Because of the time, JFaubion, Water Specialist, was moved up on the Agenda. He reported that, after chlorinating for 3-4 days, he resampled the locations that got hits last month & we are back in good shape. The water samples reflected an absence of harmful pathogens.

Review/Approve Minutes After reviewing the September 1, 2016 Regular Meeting minutes, DSwenson moved & DHoldorf seconded to approve the minutes. Motion carried.

Correspondence *Notice from Cass County Register of Deeds that Cass County has purchased a professional book scanner that can be used by a Village/Town (for a charge).

*Notice from Cass County Planning Commission of a public hearing on October 17th regarding Amendment 69, dealing with the regulation of special events in various agricultural districts.

*Thank you from Sentry Siren for our recent purchase.

*Request for Manley Public School account update with R&R Wilson Welding in Avoca, NE. JDalton faxed the form back with a note that the school has been closed since 2006.

*Free renewal notice for *Municipal Sewer & Waste* magazine. We will have it sent to JFaubion.

*Letter from NE Extension Office regarding an available program/presentation on the Emerald Ash Borer. A notice has been posted in the Post Office.

JFaubion was then excused from the meeting.

Bills The following bills were presented: Black Hills Energy for CommCtr-\$23.84 & Fire House-\$22.04; JDalton for 58-3/4 hr Sept Village Clerk wages-\$542.55; JFaubion for Aug water wages & postage-\$122.95;

NE Public Health Environ Lab (DHHS) for water testing-\$66.00; OPPD for Fire House, CommCtr, Sewer, & Water-\$270.98 & Street Lights-\$341.70; RWD#3 for water-\$841.25; WWPS Bldg Fund for CommCtr payment-\$350.00; Windstream for CommCtr-\$119.87 & Fire House-\$98.49; WireBuilt for website maint-\$50.00; Columbus Telegram for liquor license & budget hearing notices-\$47.13; Rishel & Pfeifer for Budget prep-\$560.00; Meeske Hardware for lagoon padlocks, mulch & ballfield backboard, rake for lagoon-\$93.19; Loftus Septic Pumping for portable toilet rental-\$100.00; Chase NYC Bank for sewer bond principal & interest payment & wire fees-\$15,821.25; HTM Sales for lagoon repair & maint-\$327.64; MDalton for Maint Shop lock & keys, lagoon mowing & tree trimming-\$119.35; JDalton for Budget postage-\$2.72; Dave Ortlieb for removal of CommCtr sidewalk-\$500.00; Rhino Construction to lay new CommCtr sidewalk-\$2,420.81; USDA for annual Fire House loan payment-\$1881.00; and Village Board remunerations: BMeyer-\$300.00, MDalton-\$300.00, TGLas-\$300.00, DHoldorf-\$200.00 & DSwenson-\$230.00. DSwenson moved & DHoldorf seconded to pay the bills. Motion carried.

Water/Sewer Reports

*MDalton, Water Commissioner, reported that he turned off the water at 105 Locust Street.

*JDalton, Water Clerk, submitted the September Water Report. DSwenson moved & TGLas seconded to accept the Water Clerk's report. Motion carried.

*BMeyer & MDalton have been taking care of the lagoons until we get a commitment for a Wastewater Specialist. DHoldorf moved & TGLas seconded that we pay BMeyer \$299.00 for the three months she has been caring for the lagoon. BMeyer abstained. Motion carried.

Treasurer's Report After reviewing the Treasurer's Report, MDalton moved & DHoldorf seconded to accept the Treasurer's Report. Motion carried.

The semi-annual audit of the books was set for Tuesday, October 18th.

TGLas moved & DHoldorf seconded that we request to submit an Audit Waiver to the State Auditor for the last fiscal year (2015-16). Motion carried.

Village Clerk's Report

* Sent copies of Budget to State Auditor & Cass County Clerk as instructed by Steve Rischel

*Gave Tom Sorensen necessary form & instructions regarding Manley Hide Away's liquor & tobacco licenses

*Made arrangements with bank to wire money for Sewer Bond payment on October 1st

*Sent thank you postcards to four property owners we worked with regarding property nuisances

*Licensed two more dogs for new residents

*Filed 3rd Qtr Payroll Tax Forms (Federal & SUTA)

*Submitted a Coca Cola/KAB Public Space Recycling Bin Grant application (for 3 recycling bins).

MDalton moved & DHoldorf seconded to accept the Village Clerk's report. Motion carried.

MDalton reported that he changed the locks on the Village Maintenance Building. BMeyer, MDalton & Heath Lindsey have a key with an extra in the Village Office.

Zoning Administrator's Report

The hole in the garage floor being built at 302 Broadway is for work on the owner's cars. He will not have a business there.

Old Business

Community Center parking spaces – The highway construction company had enough asphalt left over to make us two parking spaces. We will discuss any further work after we see how much money is left from the Cass County Tourism Grant.

Community Center sidewalk – Dave Ortlieb broke up & removed the old sidewalk. Rhino Construction laid the concrete for the new sidewalk.

Pillage the Village – JDalton gave the final financial report. A meeting date was set for Tuesday, October 18th at 7:00 PM to construct an Action List for items we would like to accomplish by January for next year's PTV.

Tornado Siren – Electrical bids from Bob Hyda/Contractors Electrical Co, Phillip Tapp/Tritsch Electric, and John Kocsis/Kocsis Electric were opened. After discussion, TGlaser moved & DSwenson seconded to accept the bid from Kocsis Electric. Roll call vote was taken. MDalton abstained. All others in favor. Motion carried. JDalton will send a thank you to Matt Macke for trimming the old siren poles.

A \$20.00 donation for the Tornado Siren Fund was received from Charles & Sharon Harris of Springfield. JDalton will send a thank you note.

Since John Kocsis had done work previously on the Community Center, while he was here bidding the Siren, MDalton had him bid upgrading the electrical service in the building and installing new wiring on the south side of the building. After discussion, DSwenson moved & TGlaser seconded to have Kocsis Electric upgrade the electrical service in the Community Center. MDalton abstained. Motion carried. (Installing new wiring on the south side of the building was tabled for the present time.)

Community Center Roof – After discussion, TGlaser moved & DHoldorf seconded to just replace the lost roof shingles at this time. Motion carried. BMeyer will check on getting someone to do this repair work.

Water contracts – Due to the time, the water repair contract was postponed until next month's meeting.

Water & Sewer Hookups – After discussion, TGlaser moved & MDalton seconded to adopt the first of the two following resolutions:

WHEREAS: The Village of Manley Ordinance #17 defines the responsibility of the Water Commissioner and the Board of Trustees to establish a reasonable fee for any applicant to be allowed to tap a main water line.

WHEREAS: The Village of Manley Ordinance #17 provides that the Water Commissioner, along with the Board of Trustees of the Village is to estimate a sufficient cost to cover materials and labor for making the tap in the construction of the service complete from five (5) feet inside the lot line to the middle of the street, avenue, or alley adjacent to such property.

WHEREAS: Ordinance #17 provides that the cost of cutting and replacing paving shall be paid by the applicant and shall not be included in the fee paid for the tapping permit,

WHEREAS: All other expenses and fees are defined in Ordinance #17.

THEREFORE: The Board of Trustees of the Village of Manley, by a majority vote, resolves that:

*A sum of \$500.00 for tapping any water main that is part of the water system owned and operated by the Village of Manley shall be paid before a permit to tap is issued.

A roll call vote was taken. Voting for the Resolution: Betty Meyer, Mickey Dalton, Tim Glas, Dawn Holdorf, Denise Swenson. Voting against the Resolution: none. Motion carried.

TGlaser moved & DHoldorf seconded to adopt the second resolution:

WHEREAS: The Village of Manley Ordinance #7 defines the requirements and responsibilities of anyone requesting a connection for usage of the Sanitary Sewer System of the Village of Manley.

WHEREAS: The Village of Manley Ordinance #7, Section IV requires that no unauthorized person shall uncover, make any connections with or open into, use, alter, or disturb any public sewer or appurtenances without first obtaining a written permit from the Village of Manley.

WHEREAS: Ordinance #7, Section IV requires that the person applying for such permit shall have executed unto the Village of Manley and deposited with the clerk a cash deposit in the form of a surety bond or certified check conditioned that he will perform faithfully all work as further described in Ordinance #7, Section IV.

THEREFORE: The Board of Trustees of the Village of Manley, by a majority vote, resolves that:

* A sum of \$500.00 be held by the Village of Manley for a period of two years as stated in Ordinance #7, Section IV.

A roll call vote was taken. Voting for the Resolution: Betty Meyer, Mickey Dalton, Tim Glas, Dawn Holdorf, Denise Swenson. Voting against the Resolution: none. Motion carried.

New Business

SEND (Southeast NE Development District) – After discussion, TGlaser moved & DSwenson seconded that we join SEND this year (7/1/16 to 6/30/17 - \$275.00). Motion carried. JDalton was asked to contact them & ask to have a representative come & talk to the Board regarding SEND benefits, optional housing dues, etc.

We have received complaints on the condition of two properties, 220 Main Street and 201 Locust Street. We will first talk to the home owners to see if we can get the properties cleaned up without having to send letters. TGlaser & DSwenson volunteered to talk to the home owners.

Residents across the street from the community Center have complained again about parking during rentals. After discussion, TGlaser will get a bid on two “Parking for Residents Only” signs.

Pot Luck Soup Supper & Bingo Social – set for Sunday, November 13th from 4:00-7:00 PM. We will provide coffee & lemonade, crackers, bowls & plastic ware. Residents will be asked to bring soup – and desserts are also welcome.

Public Forum

A complaint was received about the parking on both sides of North Street during Masses at St. Patrick’s Church. The biggest concern is that there would be no room for fire trucks to get thru if there was an emergency. JDalton will write a letter to Father Tom asking him to make an announcement &/or put a note in the bulletin regarding the situation.

Adjournment TGlaser moved & DSwenson seconded to adjourn the meeting at 10:25 PM. 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 familial status. (Not all prohibited bases apply to all programs.)