VILLAGE OF MANLEY
BOARD OF TRUSTEES REGULAR MEETING
Wednesday November 11th , 2026, at 7:00 PM at the Manley Community Center

1. Opening Procedures & Routine Business
   a. The Regular Meeting of the Village of Manley Board of Trustees was called to order on November 11th , 2026, at 7:01 p.m. by Chairman, Denise Swenson. The Pledge of Allegiance was recited & the roll call was taken. Members present at the time were Denise Swenson, Joe Shera, & Madison Garey. Taylor Johnson was absent, and one board position is vacant. Clerk Jessi Johnson was present along with 7 guests. A copy of the Open Meetings Act was 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 , the village community center, the village Fire House & Post Boxes.

      Letter to The Board- Denise Swenson read a letter aloud from board member Taylor Johnson communicating that she would be resigning from her board position due to familial and time constraints.

   b. Adoption of Agenda

      Denise Swenson made a motion to approve the agenda. Joe Shera seconded.

Joe Shera	Madison Garey	Vacant	Vacant	Denise Swenson
Yes	**Yes**			**Yes**

      Motion carried.

   c. Review and Approval of Consent Agenda
      i. Approval of October, 2026 Meeting Minutes
      ii. Correspondence Report
      iii. Water & Wastewater Department Monthly Report
      iv. Treasurer's Monthly Report
      v. Village Clerk's Monthly Report

      Denise Swenson made a motion to approve the consent agenda without the correspondence report. Joe Shera seconded.

Joe Shera	Madison Garey	Vacant	Vacant	Denise Swenson
Yes	**Yes**			**Yes**

      Motion carried.

      Discussion on Correspondence Report- Ed Blunt will not be renewing his license, and Denise will reach out to peoples service. The clerk will communicate with DWEE to respond to them by the deadline. Denise will also ask peoples service about water reporting and the lead line survey due next November.

      Denise Swenson made a motion to approve the correspondence report. Joe Shera seconded.

Joe Shera	Madison Garey	Vacant	Vacant	Denise Swenson
Yes	**Yes**			**Yes**

      Motion carried.

d. Review and Approval of Monthly Claims

General	Description	Due Date	Amount	
Intuit	Payroll Subscription	11/15/2026	$ 1.00	ACH
Wirebuilt	Website Hosting	11/19/2026	$ 50.00	
Adam Goble-Maintenance	Paycheck for 4 hours	11/15/2026	$ 73.88	ACH
Jessi Johnson- Clerk	Paycheck for 64 hours	11/15/2026	$ 1,126.49	ACH
Intuit	Taxes on Paychecks	11/15/2026	$ 168.18	ACH
Windstream	Firehall	11/20/2026	$ 167.03	ACH
Blackhills Energy	CC & Firehall	11/16/2026	$ 97.78	ACH
Cass County Refuse	November & December	11/30/2026	$ 41.04	
OPPD	CC & Firehall	11/26/2026	$ 160.23	ACH
			$ 1,885.63	

Water	Description	Due Date	Amount	
Jack Faubion	Water sample and milage 87miles @.71 a mile	11/15/2026	$ 161.77	
Nebraska Dept of Public Health Lab	Water Sample	11/19/2026	$ 15.00	ACH
Otoe County Rural Water	Rural water bill	11/15/2026	$ 1,177.50	
OPPD	Well	11/24/2026	$ 33.00	ACH
Dan Timm	Refund on Overpayment	11/15/2026	$ 3.00	
Nebraska Debt of Revenue	Sales and Use Taxes	11/15/2026	$ 832.01	
			$ 2,222.28	

Sewer	Description	Due Date	Amount	
Chrystal McCoy	Reimbursement for Repairs made	11/15/2026	$ 3,517.00	
Phillip Tapp	Sump Pump for Lagoons	11/15/2026	$ 200.00	
OPPD	Sewer	11/24/2026	$ 47.41	ACH
City of Louisville	Sewer Jetting	11/15/2026	$ 1,680.00	
			$ 5,444.41	

Comm. Ctr	Description	Due Date	Amount	
Derby's Heating and Air	Furnace Tune-up	11/15/2026	$ 116.00	
Access Elevator & Lifts	Elevator Inspection & New Back-up Batteries	11/20/2026	$ 513.14	
			$ 629.14	

Highway	Description	Due Date	Amount	
OPPD	Streetlights	11/19/2026	$ 378.93	ACH
			$ 378.93	

Madison Garey made a motion to approve the claims report. Denise Swenson seconded.

Joe Shera	Madison Garey	Vacant	Vacant	Denise Swenson
Yes	**Yes**			**Yes**

Motion carried.

e. Nuisance Enforcement — Violations of Ordinance 24-02
    i. Justin Backhaus — Progress update at 106 Locust St. Discussion about the current number of cars parked around the property and which were licensed and registered.
    ii. Sue Christofferson — Progress update on ongoing work at 204 Main St.
    iii. Mason-Brown — Discussion with resident that the vehicle will be licensed and insured this next month. The weeds have been cut down.
    iv. Houchin—Need to send a letter for property clean-up.

f. Building Permits-
    i. Spangler permit for their deck. Was previously approved but timeline ran out. Permit approved.
    ii. Brack permit for a new fence. Denise will meet with resident to discuss the project before approval.

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2. Unfinished Business
    a. Lead Service Line Replacement Plan 2027- Discussion on the plan and potential service providers. Denise to reach out to Peoples Service for more information.
    b. Julie Dillion — Discussion on enforcing a Writ of Execution for fees incurred in nuisance abatement. Current total & interest is up to $2591.00. Need to revisit yearly on court date. Joe may reach out. The clerk reached out and was unable to contact her.
    c. Internal Audit- Discussion and action to establish audit dates and appoint audit committee. Tim Glas would like to only go back 6 months. Audit committee Tim Glas, Laura Glas, Phil Tapp, Jodie Tapp. Will be held on November 16th at 7pm.
    d. Playground Shelter — Progress update. Denise unable to get in contact for the metal cage and will look into other options. Deadline extended to end of year.
    e. Resolution Proposal- Authorization of the Village Clerk to prepare claims and issue warrants. The board asked for more revisions.
    f. Village-Wide Sewer Infrastructure- The clerk presented proposal about a company to do sewer jetting and videoing the system. Denise would like to talk to Peoples Services first.

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3. New Business
    a. Community Center Rental Proposal- a local person is looking to rent a space to open up a private school for children with disabilities. There was another party interested in using it for a filming studio. The clerk to do more research.
    b. Board Meeting Times & Days for the new year- Denise presented the option to adjust the day and time of Board meetings for 2027 to better align with the Board's personal schedules.
    c. Christmas Light Installation- Denise will reach out to Adam and other parties to get Christmas lights put up soon.
    d. Clerk books Presentation- The clerk proposed a potential new software to replace QuickBooks. The software was designed to streamline the clerks duties and free up time for them to work on other projects.

4. Public Forum
    a. Election Results- No board members were elected. Mickey Dalton is interested in being on the board again. Demi Hoague may also be interested.
    b. Macke Drain Pipe- Will there be any other work done it as preventative maintenance.
    c. Tanya Schmidt- Will the agenda be posted online again? Clerk admitted it was an oversight and it will continue to be on the website.
    d. Building a bulletin board at the post boxes.
    e. Justin Backhaus inquired about money set aside for further infrastructure.
    f. Manley Fire Station Sign- add it to the next agenda to be voted on.
    g. Discussion on snow removal with Jerod and Adam.
    h. Inquire with Jerad Yost about getting fire extinguishers checked.

Adjournment

Madison Garey made a motion to adjourn. Denise Swenson seconded.

Joe Shera	Madison Garey	Vacant	Vacant	Denise Swenson
Yes	**Yes**			**Yes**

Motion carried.

Meeting adjourned at 9:36 p.m.

Jessi Johnson

Date Approved

NOTICE: Agenda items are subject to discussion and possible action by the Village of Manley Board of Trustees. Except for items of an emergency nature, the agenda shall not be altered later than 24 hours before the scheduled start of the meeting, except as otherwise provided by the Nebraska Open Meetings Act.

❖ Consent Agenda: Items listed under the Consent Agenda may be approved by a single motion. Any item may be removed from the Consent Agenda at the request of a Board Member for separate discussion and action.

❖ Public Inspection: Copies of the minutes and reports are available for public inspection at the Village Office during normal business hours. Minutes are also available at www.manleyne.com. Written materials to be discussed and a current copy of the Nebraska Open Meetings Act will be available at the meeting.

❖ Disability Accommodation: Please contact the Village of Manley at 402-234-2304 or 402-677-2587.