

**Village Of Manley
Board of Trustees Regular Meeting
February 8, 2018**

The Regular Meeting of the Village of Manley Board of Trustees was called to order on February 8, 2018 by Chairman Betty Meyer at 7:05 PM at the Manley Community Center. Roll call was taken and members present were Betty Meyer, Mickey Dalton, Tim Glas, and Adam Zierott along with Village Clerk Jolene Dalton & one guest. Board member Denise Swenson will be late. 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 BMeyer. 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:

*January 11, 2018 **Minutes**

*January 2018 **Water Clerk Report**

*January 2018 **Treasurer's Report**

***Village Clerk's Report** – sent February letter to residents

***Misc Monthly Reports:**

2018 CCCFF Grant progress

***Claims** - Black Hills Energy for CommCtr-\$264.87& Fire House-\$213.26; OPPD for Fire House&CommCtr-\$210.62, Sewer-\$39.96, Water-\$41.92 & Street Lights-\$342.16; RWD #3 for water-\$821.90; WWPS Bldg Fund for CommCtr payment-\$350.00; Windstream for CommCtr-\$94.93 & Fire House-\$98.06; WireBuilt for website maint-\$50.00; Manley Hwy Acct for matching trsf from Sewer Acct-\$136.00 & Water Acct-\$136.00; JDalton for 53-1/2 hr Jan Village Clerk wages-\$616.05; JFaubion for Feb water wages-\$100.00; Farmers & Merchants Bank for loan pymt-\$500.00 + \$400.00; SEACA for 2018 dues-\$10.00; JDalton for computer ink & postage-\$152.78; Keep Cass County Beautiful for 2018 membership-\$100.00; BMeyer for tractor diesel-\$14.31; M&N Investments for diesel-\$44.86; Columbus Telegram for 1&6 Yr Street Plan hearing notice-\$5.89; BMeyer for postage-\$2.87; and Adam Goble for 6-1/2 hr Jan snow plowing & maintenance-\$93.75.

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

The **Public Hearing** on the 1 & 6 Year Road and Street Plan was opened at 7:12 PM. There being no voiced opposition to the Plan, TGlas moved & AZierott seconded to adopt the following Resolution:

“WHEREAS, the City Street Superintendent has prepared and presented a One Year and Six Year Plan for Street Improvement Program for the Village of Manley, and

WHEREAS, a public meeting was held on the 8th day of February, 2018, to present this plan and there were no objections to said plan;

THEREFORE BE IT RESOLVED BY THE Chairperson and Village Board of Trustees of Manley, Nebraska that the plans and data furnished are hereby in all things accepted and adopted.”

Roll call vote: All approved (DSwenson absent). Motion carried.

MDalton moved & DSwenson seconded that the Public Hearing on the 1 & 6 Year Road and Street Plan be closed at 7:015 PM.

Old Business

Website – BMeyer is working with Irina/WireBuilt on the website & the new format should be rolling out soon.

Animal Ordinance – The January work session was cancelled due to conflicts. A replacement session was scheduled for Sunday, February 25, 2018 at 4:00 PM (before the Soup Contest/Bingo Social).

SENDD Survey – JDalton distributed a summary of the Survey she received from SENDD. Input received from the Survey was discussed. At this time, no further action will be taken in regard to the Survey.

Village Clerk Compensation - After discussion, MDalton moved & TGlas seconded that the Village Clerk/Treasurer shall be employed by the Village of Manley, Cass County, NE at a rate of \$12.50 per hour for eleven (11) in-office hours per week, and six (6) miscellaneous hours per monthly pay period for the recording of minutes of Board meetings, collecting USPS correspondence, collecting sewer/water payments from the drop box and conducting necessary banking.

Pre-approval from the Village Board must be obtained if at any time the Clerk/Treasurer is unable to work, in office, at least four (4) hours on a designated working day.

The Village Clerk/Treasurer shall keep a log of In Service hours.

Compensation for the Village Clerk/Treasurer position shall be reviewed annually at the regular monthly Board Meeting held in September of each year, for the fiscal year that begins on every October 1st.

Roll call vote: All approved. Motion carried.

Maintenance Building Overhead Door – MDalton obtained bids from two companies to replace the overhead door. After discussion, MDalton moved & AZierott seconded that we accept the bid from Langfeldt Overhead Door. Roll call vote: All approved. Motion carried. MDalton volunteered to do the prep work for the door installation.

Nuisance Violations – After discussion, the Board is to make a list of who they need to talk to & what they need to talk to them about regarding violations stipulated in the Nuisance Ordinance so the list can be discussed & a plan of action made at the March Board meeting.

New Business

Street Maintenance – After discussion, MDalton will get at least three (3) bids to do our street maintenance this year.

Lawn Care – Turf Care, who has been our lawn care provider in the past, sent a bid to do our lawn care again this year. It was decided to hold off with a decision until we get additional bids.

The Village Clerk had been given directions that if extra work time was required during a month, she should just contact the Board to get permission. A situation with the CCCFF Grant application required immediate extra hours & proper procedure on how to get the Board's approval was unclear. After discussion, it was agreed that, in the future, if extra work time is needed by the Village Clerk for a special situation she contact the Board Chairman, who will talk to another Board member to approve the extra hours. If the Board Chairman is unavailable, at least two other Board members can give the approval.

TGlas moved & AZierott seconded that the hours JDalton worked on the CCCFF Grant application this past month be approved. Roll call vote: All approved. Motion carried.

General Fund CD - Our General Fund CD will be maturing on February 27th. After discussion of various options, DSwenson moved & TGlas seconded that we reinvest the CD in a 19 month Jump-Up CD with Pinnacle Bank. Roll call vote: All approved. Motion carried.

After discussion, DSwenson moved & TGlas seconded that we make a \$2,500 payment from the General Fund toward our Tornado Siren loan with Farmers & Merchants Bank. Roll call vote: All approved. Motion carried.

BMeyer reported that she received a \$500.00 donation from Dokter Trucking & a \$400.00 donation from Westover Rock, both for the Tornado Siren. JDalton has made payments toward the Tornado Siren loan with these two donations.

BMeyer delivered a thank you to each for their donation.

Soup Contest & Bingo Social on February 25th – Details were finalized. We will award \$100.00 in prizes (\$75 & \$25). A clean-up of the building for the Social was scheduled for 3:30 PM that day.

Pillage the Village Committee meeting on March 1st – JDalton presented two letters for approval to send to residents. The letters & appropriate residents to send them to were reviewed.

Adjournment TGlas moved & MDalton seconded to adjourn the meeting at 8:57 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 familial status. (Not all prohibited bases apply to all programs.)