

**Village Of Manley**  
**Board of Trustees Regular Meeting**  
**October 12, 2017**

The Regular Meeting of the Village of Manley Board of Trustees was called to order on October 12, 2017 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, Denise Swenson and Adam Zierott along with Village Clerk Jolene Dalton. 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** DSwenson moved & MDalton seconded to approve the Consent Agenda with a correction of the Village Bonfire date in the Village Clerk's Report & the Misc. Monthly Reports. Roll call vote: All approved. Motion carried.

Information from the Consent Agenda:

**\*Village Clerk's Report** – Jolene Dalton

Made arrangements with bank to change amount of Water & Sewer transfers to Hwy Account for the required matching funds; Made arrangements with bank to wire money for Sewer Bond payment on September 29<sup>th</sup>; Sent NE Liquor License Renewal Request form to Tom Sorenson/Manley Hide Away Bar; Emailed Kelly Oelke, Clerk from Hickman, about a suggested topic for the Institute or a luncheon: How does a small municipality enforce Ordinances? (She replied back that she has forwarded our topic to the appropriate people.); Sent copies of Budget to State Auditor & Cass County Clerk as instructed by Steve Rischel; Filed 3<sup>rd</sup> Qtr Payroll Tax Forms (Federal & SUTA); Sent email to residents about an at-large dog we had a couple of complaints about; Sent email & posted fliers at the Post Office about the Village Bonfire on September 30<sup>th</sup>.

**\*Water Specialist** - Jack Faubion

The results of the water sample for the month of September had no violations.

**\*Sewer/Lagoons** – Ed Blunt

Sept 6 – Checked the lagoons. Lots of duck weed floating on cells. Saw that the rip rap had been burned off – looks good; Sept 27 – Checked lagoons, found that the cells were not emptying to the lift station due to the pipe in the cells were clogged with sticks & duckweed; took the long rakes & cleared the openings; was flowing good when he left.

**\*Nebraska One-Call Locate Requests** - Betty Meyer

Two requests, none of which would affect any Village utilities.

**\*Village Brush Pile** – Mickey Dalton

Got a burning permit & burned the majority of our brush pile on September 30<sup>th</sup>.

**\*Village Bonfire** – Jolene Dalton

On the evening of September 30<sup>th</sup>, using the burning brush pile (above) & left over hot dogs, buns, chips & pop from PTV, we hosted a cookout & enjoyed visiting with some old & new residents.

**\*Claims** – JDalton - Black Hills Energy for CommCtr-\$24.53 & Fire House-\$22.07; DHHS for water testing-\$15.00; OPPD for Fire House&CommCtr-\$134.50, Sewer-\$32.20, Water-\$23.10 & Street Lights-\$341.43; RWD #3 for water-\$918.65; WWPS Bldg Fund for CommCtr payment-\$350.00; Windstream for CommCtr-\$94.66 & Fire House-\$97.82; WireBuilt for website maint-\$50.00; JDalton for 49.5 hr September Village Clerk wages-\$457.14; JFaubion for October water wages & postage-\$123.75; Ed Blunt for August wastewater wages-\$125.00; Ball Insurance for 1<sup>st</sup> quarterly pymt-\$1,888.50; NE Dept of Revenue for 3<sup>rd</sup> Qtr sales tax-\$647.20; One Call Concepts for 3<sup>rd</sup> Qtr digger calls-\$11.73; US Treasury for 3<sup>rd</sup> Qtr payroll taxes-\$278.46; SENDD for annual dues-\$275.00; Loftus Septic Pumping & Construction for port-a-potty-\$125.00; Columbus Telegram for Budget Hearing Notice-\$40.40; Rishel & Pfeifer, PC for budget preparation-\$630.00; JDalton for postage-\$13.90; MDalton for 4 hr lagoon mowing-\$60.00; A/C Depository Trust Company for sewer bond principal & int pymts & wire fees-\$15,757.50; and Village Board remunerations for 2016-17: BMeyer-\$240.00, MDalton-\$260.00, TGlaser-\$260.00, DHoldorf-\$60.00, DSwenson-\$250.00, and AZierott-\$170.00.

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

### **Old Business**

Work Session on Ordinances – was scheduled for Wednesday, October 25<sup>th</sup> at 7:00 PM.

Nothing new to report on Nuisance Violations.

Trees Overhanging Streets– BMeyer reported on what she found out how some surrounding communities handle the problem and she will work on a letter to send to applicable residents.

Surveys – There was discussion on the two different surveys that were sent to our residents in the past few months.

\*SENDD Survey – All surveys have not been distributed to date so further action was once again tabled until next month.

\*Cross Connection Survey – It was completed the end of July & is now on file at the Village Office.

Liquor License Fees – JDalton distributed the results of her inquiry from surrounding communities about what they assess their bar owners for annual liquor license fees. After discussion, DSwenson moved & TGlas seconded to add an additional \$10.00 administrative fee to the cost of a liquor license in Manley beginning next year. Roll call vote: All approved. Motion carried.

Website – Both BMeyer & JDalton have been in contact with the Harringtons regarding our website. They are moving back to the Omaha area & should be able to attend our November meeting to discuss the Board's concerns.

PTV – Comments & suggestions were given on this year's & next year's events. A detailed report will be in the PTV file at the Office. The final profit figure from this year is pending receipt from Cass County Tourism for our Marketing Grant.

### **New Business**

Audit Committee - The semi-annual audit of the Treasurer's books was scheduled for Wednesday, October 25<sup>th</sup> after the Ordinance work session. If the work session goes too late, another audit date will be scheduled at that time.

Park Improvements – MDalton reported on information & prices he got for another picnic shelter & for a new ballfield surface. Additional suggestions for park improvement included updated playground equipment & an outdoor PA system. AZierott, DSwenson & MDalton were to meet with potential donors regarding these various ideas.

“House Cleaning” – Cleaning of the Community Center was scheduled for Wednesday, October 18<sup>th</sup> at 7:00 PM. The Board would like to get the inside of the building painted in the near future.

Fire Extinguishers – Being overdue for an annual inspection, MDalton will get the fire extinguishers checked out. AZierott will check with our Manley VFD Chief about getting some free smoke detectors installed in the building.

The Village Clerk's job was discussed. She was asked to make a list what she does for PTV so the Village Clerk duties could be separated from PTV duties and paid accordingly from each account in the future. The matter was tabled until next month.

Per legal requirement to post, the job titles and salaries in our Village are: Village Clerk-\$10.00/hour and Board members-\$20.00/meeting. The Village Clerk's wages are pending until next month. TGlas moved & AZierott seconded that the Board members' remuneration be increased to \$30.00/meeting. Roll call vote: All approved. Motion carried.

Audit Waiver Request – DSwenson moved & TGlas seconded that we request to submit an Audit Waiver to the State Auditor for the last fiscal year (2016-17). Roll call vote: All approved. Motion carried.

NMCA Institute – Once again, because of the time, the continuing report by JDalton on the NMCA Institute will be postponed until next meeting.

**Adjournment** DSwenson moved & TGlas seconded to adjourn the meeting at 9:32 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](http://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.)