

**Village of Manley Board**  
**Regular Meeting Minutes**  
**August 3, 2011**

A regular meeting of the Board of Trustees was called to order by Chairperson Betty Meyer, at the Manley Fire Barn, at 7:06 p.m.. Chairperson Meyer advised attendees that the Open Meetings Act is posted on the bulletin board for review. Roll Call was taken and members present were Denise Swenson, Kevin Holdorf and Susan Christoffersen.

**Review and Approval of Agenda** Kevin Holdorf made a motion to approve the Agenda as written. Susan Christoffersen seconded. All agreed.

**Public Forum** Betty Meyer introduced Justin Plucknett to the Board and recommended Justin for the open position on the Board of Trustees. Denise Swenson made a motion to appoint Justin Plucknett to the open position. Kevin Holdorf seconded the motion. All agreed. Betty Meyer administered the Oath of Office to Justin Plucknett.

**Review and Approval of Minutes (July 6)** Kevin Holdorf made a motion to approve the Minutes of the July meeting. Susan Christoffersen seconded the motion. All agreed.

**Water/Sewer Report** Water Clerk, Dawn Holdorf presented the water report. Three residents are behind but have made arrangements with Dawn. Susan Christoffersen made a motion to accept the water report as presented. Kevin Holdorf seconded the motion. All agreed.

**Hide Away Bar/Grill** Tom Sorensen requested a special liquor permit for the Sept. 17, 2011 Pillage the Village celebration. Denise Swenson made a motion to approve the special liquor permit. Kevin Holdorf seconded the motion. All Agreed. The Hide Away Bar/Grill's annual liquor license renewal is also due. Kevin Holdorf made a motion to approve the renewal of the liquor license. Denise Swenson seconded the motion. All agreed. Tom Sorensen again, accepted the annual maintenance charge for the Village Website of \$ 228.00.

**2012 Budget** Steve Rishel went over the annual budget. He explained the loss of state aid in the upcoming fiscal year will be an overall loss of \$2300. No action was taken and he will be at the September meeting to present the budget for 2011-2012 fiscal year.

**Ordinance Violations** Betty Meyer stated she sent out post cards to all residents. She followed up with letters to four residents in violation of Ordinance 90.5. She has checked with Cass County regarding locating the owner of the property at 103 Elm Street. Betty will have a notice published in the paper to start procedures for placing a lien on the property for clean up expenses.

**Street Maintenance/Repair** Betty Meyer will check into what is needed to repair the East end of Main Street. The item was tabled, to be discussed at the September meeting.

**Waterline Maintenance** Kevin Holdorf explained that there is no recorded maintenance on the waterline valves and many are inoperable. There also needs to be a plan for flushing the system with the help of the Fire Department. Kevin will contact Rural Water for brochures to be included with cross connection survey and education to comply with State regulations.

**Sewer Maintenance** Betty Meyer said that the sewer lines that were backing up at the McCaully

property were due to a large plug. Aksarben Pipe and Sewer Cleaner's were called to flush the sewer line from the Stander Property East. It is advised that a regular flushing of the sewer lines are needed and Betty will check into the cost and advise the Board at the September meeting.

**West Nile Grant Money** The Village of Manley has received the \$500 grant money for West Nile awareness. The funds will be used to clean up the tires that were dumped on Village property and also to provide bug spray for residents.

**Address Correction** Betty Meyer said she was contacted by a resident questioning the street address assigned to the property and 101 Elm Street. After reviewing Village plans, no change was made and the address is to remain as assigned.

**Treasurer's Report** Denise Swenson said she received notice that DHHS will re-evaluate funding for the Water Operator Education expense reimbursement when more funds are available.

Betty Meyer presented Denise with three checks to the Manley Community Center in Memorial for Clarence Staack donated by the family. Pamela Palmer \$ 50.00, Denise and Alan Horn \$20.00 and Terry and Betty Meyer \$20.00.

Denise Swenson presented the Treasurer's Report as follows:

**GENERAL CHECKING**

Beg Balance 7-6-2011			\$18445.96
Expenses			
Great Plains One Call		1.01	
Black Hills Energy			
Fire Barn	\$19.62		
Community Bldg	19.62	39.24	
OPPD			
Fire Barn	\$15.18		
Town Hall	45.96		
Community Bldg	34.60	95.74	
Windstream		94.38	
Westover Lawn Care		135.00	
Community Bldg. payment		350.00	
Safe deposit box		20.00	
Meeske Hardware-hdwr for swings, fan		91.98	827.35
Deposits			
Cass County Treasurer		504.43	
Ending Balance 8-3-2011			<u>\$18123.04</u>

**WATER CHECKING**

Beg Balance 7-6-2011			\$15442.83
Expenses			
Dawn Holdorf-July clerk wages, ink		94.97	
Rural Water -July		1144.40	
Kevin Holdorf—water wages July		80.00	

Highway matching funds—Aug	87.50	
DHHS—water retest	98.00	1504.87
Deposits		
7-15	1028.21	
7-22	984.79	2013.00
Ending Balance 8-3-2011		<u>\$15950.96</u>

### **HIGHWAY CHECKING**

Beg Balance 7-6-2011		\$13401.18
Expenses		
OPPD-street lights/July	349.59	
JEO- Spring road project	600.00	949.59
Deposits		
Highway matching	175.00	
State of Nebraska 7-11	1446.61	1621.61
Ending Balance 8-3-2011		<u>\$14073.20</u>

### **SEWER CHECKING**

Beg Balance 7-6-2011		\$22771.39
Expenses		
Highway matching funds-Aug	87.50	
Delton Bolles -July	125.00	
Aksarben Pipe and Sewer-manhole cleanout	1537.00	1749.50
Deposits		
7.15	1139.50	
7-22	1130.00	2269.50
Ending Balance 8-3-2011		<u>\$26790.39</u>

### **COMMUNITY BUILDING CHECKING**

Balance 8-3-2011		<u>\$203.65</u>
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### **CDBG CHECKING**

Balance 8-3-2011		<u>\$ 1.27</u>
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**Review Correspondence (July 6- Aug. 3)**

- \*Notice of Open Meetings Act changes to poster. Kevin Holdorf will check into the poster.
- \*Liquor License Renewal notice for Hide Away Bar-presented with line item on Agenda
- \*Red Light permit -will be passed on to the Manley Fire Dept.
- \*One and Six Year Road Plan- will be forwarded to Steven Parr of JEO
- \*SENDD Notice from John Trouba-advising a new vote on the “Citizen Participation Plan for the Village of Manley” is needed to update records for CDBG. Denise Swenson made a motion to adopt the Citizen Participation Plan for the Village of Manley. Kevin Holdorf seconded the motion. All agreed.

**Adjourn** Denise Swenson made a motion to adjourn the meeting of the Board of Trustees at 10:18pm. Kevin Holdorf 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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