

**Village Of Manley
Board of Trustees Regular Meeting
December 14, 2023**

The Regular Meeting of the Village of Manley Board of Trustees was called to order on December 14, 2023 by Board Chairman, Denise Swenson at 7:03 PM. The Pledge of Allegiance was recited and roll call was taken. Members present were Denise Swenson, Tim Glas, Patricia Gruber, Taylor Dunker, and Phillip Tapp. Also present, the Village Clerk Jessica Tummons, Maintenance Supervisor Mickey Dalton and five (5) guests. A copy of the Open Meeting Act is posted in the meeting room for review. The Code of Conduct for Municipalities was read by Board Chairman Denise Swenson. Notice of this meeting was posted on the Village website and in the bulletin boards at the Fire House & Post Office.

Agenda –Motion to accept the consent agenda made by T Glas pulling November minutes for questions, Seconded by D Swenson. Roll Call Vote: All in favor. Motion carried.

Consent Agenda items approved:

* **November 9, 2023 Meeting Minutes**

* **November 2023 Correspondence**

* **November 2023 Water Clerk's Report**

* **November 2023 Treasurer's Report**

* **November 2023 Village Clerk's Report**

* **November 2023 Maintenance Supervisor Report**

* **November 2023 Misc. Monthly Reports**

Water Specialist - Jack Faubion -

November: Total coliform absent, meets bacteriological standards. E. coli absent

Wastewater Specialist – Ed Blunt

11/6/23 All cells covered with old duck weed

11/29/23 Low water level on finishing pond – drought related

811 Digger Calls – M Dalton

Two (2) requests for September

Community Center Rentals – J Tummons

Sunday December 24, 2023 (Plowman - Upstairs)

Sunday December 24, 2023 (Dalton - Lower)

Sunday December 31, 2023 (Dalton)

Saturday May 25, 2024 (Swenson)

Remaining Reports

* **Claims** – Windstream (CC) - \$124.83; Black Hills Energy (CC & FH) - \$194.90; Papillion Sanitation - \$25.90; OPPD (CC&FH) - \$140.84; Windstream (FH) - \$154.96; Wirebuilt - \$50; Mickey Dalton (Nov)- \$227.05; Jessica Tummons (Nov Clerk) - \$802.59; Svoboda & Chebatoris - \$1,230 (legal fees); Cassgram - \$78; Meeske Hardware - \$91.74 (G) \$8.99 (H) \$6.25 (CC); Mowen Owen - \$165 Manley Water Checking to Highway Checking - \$217 OPPD (Water) - \$37.19; Nebraska DHHS (water testing) - \$30; Jack Faubion (Nov) - \$129.90; RWD#3 - \$1,064; Manley Sewer Checking to Highway - \$217; OPPD (sewer) - \$38.86; Ed Blunt (Oct) - \$175; Angie & Jeff Gordon - \$106.96 (overpayemnet); OPPD (Street Lights) - \$309.94; Meeske Auto Parts - \$8.40; JEO - \$600; Marcie LaFluer - \$123.65; William Cover - \$100; Daniel Stohlman - \$60

Motion to accept claims made by T Glas, seconded by P Gruber. Roll call vote: all in favor. Motion carried.

Unfinished Business

A. Nuisance Violations – Table for new clerk

B. Building Permits – No new permits to discuss

C. Community Center Rentals – Double rental for Christmas Eve

D. Maintenance Supervisor – M Dalton reports Christmas lights were hung on 11-19-23.

E. Pillage the Village Committee – Surveys to be sent via email & facebook. Meeting set for December 28, 2023 @ 6PM.

F. Community Center Small Projects – JK Construction & Josephs Construction have come in to

prepare a bid for Community Center Restrooms. Nothing submitted yet.

BIG THANK YOU to Steve & Marcie LeFluer for putting the library books back on the shelves as well as planning the Community Christmas Party!!

g. 160th Street Speed bumps – DSwenson received the pamphlet for speed bumps but there were no pricing included. Further research needed

h. Nuisance Ordinance – Remove until trial over.

i. Schmidt– Trial date set for 3-13 @ 9am or possibly 7/18 before Judge Smith. Board members to meet with atty after first of year.

j. ATV/UTV Ordinance – need resolution or ordinance to repeal. Prepare for next month.

k. Maintenance – Position posted in cassgram. MDalton would like to continue to care for the lagoon (mowing & spraying of weeds)

-There was a rental for the trailer. MDalton reports that Street Supervisor AGoble advises not to use Village Truck for pulling of the trailer. Possibly need contract for future rentals due to insurance purposes.

l. Storage Building – TDunker to look into pricing

New Business

A. New Clerk – 5 interviews were conducted by board members. Of those 5 a selection was made but Jennifer Smith was unable to attend the meeting due to illness.

Motion made by DSwenson to officially appoint new clerk Jennifer Smith at the rate of \$15/hr, seconded by TGlas. Roll call vote: All in favor. Motion carried.

Motion made by DSwenson to pay previous clerk Jessica Tummons \$20/hr for time spent training new clerk, seconded by TGlas. Roll call vote: All in favor. Motion carried.

B. Audit Waiver – Audit committee meets twice per year to audit all books. Due to this a motion was made by TGlas to complete the audit waiver, seconded by DSwenson. Roll call vote: all in favor. Motion carried.

Motion to pay previous Clerk \$500 fee to prep the audit waiver due to knowledge of books made by DSwenson, seconded by TGlas. Roll Call vote: All in favor. Motion carried.

C. Village Credit Cards – Village credit card accounts are set up by the individual holding the card and their personal SSN. Due to this current cards for Mickey Dalton and Jessica Tummons need to be cancelled per the company and new cards issued for new staff. Motion to close current cards as of 12-31-23 made by TGlas, seconded by TDunker. Roll call vote: all in favor. Motion carried.

D. Overpayment of Sewer – Amount owed back to residents is listed in claims and to be paid back

E. Election of Officers for 2024 – TGlas nominates DSwenson as board chairperson for the upcoming year. No other nominations. DSwenson accepts position.

PGruber nominates TGlas as Vice board chairperson for the upcoming year. No other nominations. TGlas accepts position.

F. Air Compressor – Discussion regarding need to Village to have an air compressor in the maintenance building as MDalton has been using his own and will no longer be available for use.

G. Office Equipment – Discussion between board regarding the need for a new office computer. The current computer is out of date and running slower than expected. TDunker to look into pricing of new PC for next meeting.

H. Bank Accounts – After discussion of fees not expected from First Nebraska Bank, Motion made by TDunker to move funds back to previous accounts with Farmers and Merchants Bank, seconded by TGlas. Roll Call Vote; All in favor. Motion carried

Motion made by TGlas to remove previous clerk Jessica Tummons from bank accounts within Farmers and Merchants bank as of January 1, 2024 and adding new clerk Jennifer Smith. Motion seconded by TDunker. Roll call vote: All in favor. Motion Carried.

Public Forum

Adjournment - TGlas moved & DSwenson seconded to adjourn the meeting at 8:56 PM. Roll call vote: All in favor. Motion carried.

Jennifer Smith
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 familiar status. (Not all prohibited bases apply to all programs.)