Village Of Manley
Board of Trustees Regular Meeting
January 22, 2024

The Regular Meeting of the Village of Manley Board of Trustees was called to order on January 22, 2024 by Board Chairman, Denise Swenson at 7:04 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, Jennifer Smith, and eight (8) 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 TGlas. Seconded by PTapp. Roll Call Vote: All in favor. Motion carried.
Consent Agenda items approved:
*** December 14, 2023 Meeting Minutes**
*** December 2023 Correspondence**
*** December 2023 Water Clerk's Report**
*** December 2023 Treasurer's Report**
*** November 2023 Amended Treasurer's Report**
*** December 2023 Village Clerk's Report**
*** December 2023 Maintenance Supervisor Report**
*** December 2023 Misc. Monthly Reports**
Water Specialist - Jack Faubion -
December: No Report as of yet.
Wastewater Specialist – Ed Blunt
12/12/23 Looks good.
12/23/23 Looks good.
811 Digger Calls – MDalton
Zero (0) requests for December
Community Center Rentals – JTummons
Saturday January 20, 2024 (McAndrews)
Saturday May 25, 2024 (Swenson)

Remaining Reports
***Claims** –Black Hills Energy (CC & FH) - $334.17; OPPD (CC&FH) - $170.96; Papillion Sanitation - $25.90; Windstream (CC) - $158.16; Windstream (FH) - $154.96; Wirebuilt - $50; Nebraska Department of Revenue (2023 Payroll Taxes) - $10.51; One Call Concepts (Quarterly Dig Calls) - $9.14; United States Treasury (Payroll Taxes) - $632.00; Keep Cass County Beautiful (Annual Membership) - $100; Jessica Tummons (Audit Waiver) - $500; Jessica Tummons (37 Clerk Fill In Hours) - $740; Nebraska DHHS (January Monthly Water testing) - $30; Manley Water Checking to Manley Highway Account (Highway Allocation Match) - $217; OPPD (Water) - $34.42; Manley Sewer Account (4th QTR Sales/Use Tax) - $5.10; Nebraska DHHS (February Monthly Water testing) - $66; RWD#3 - $1,050.25; Jack Faubion (Jan – Includes Training and Mileage) - $250.16; Municipal Supply (Water Meter) - $663.96; Manley Sewer Checking to Highway Account (Highway Allocation Match) - $217; OPPD (Sewer) - $39.03; Nebraska Department of Revenue (4th QTR Sales/Use Tax) - $455.04; Ed Blunt (Dect) - $175; OPPD (Street Lights) - $309.82; Adam Goble - $45 (H); Daniel Stohlmann (Fuel Reimbursement) - $51.20 (H); Daniel Stohlmann (Snow Removal Hours) - $690 (H); Meeske Hardware (Mickey Diesel 911) -$19.79 (H); Meeske Auto Parts (Inv #5746-308646 fuel supplement) - $22.99; M & N Investments (Snow Plow Fuel) - $135.27 (H)

Motion to accept claims made by TGlas, Seconded by PGruber. Roll call vote: all in favor. Motion carried.

Unfinished Business
A. Nuisance Violations – DSwenson stated she spoke to Glen Mason about vehicle in his yard and that would need to be moved come spring.
B. Building Permits – No new permits to discuss
C. Community Center Rentals – DSwenson reported that for the McAndrews rental for January 20,

2024, Renee McAndrews reported that the CC was not cleaned prior. TGlas informed he came up to help clean up for the rental. TGlas motioned to refund Renee McAndrews half of the rental fee paid for their inconvenience. DSwenson seconded. Roll call vote: all in favor. Motion carried.
D. Maintenance Supervisor – DSwenson reports that MDalton's position was vacant as of 1/1/24. Temporarily hiring someone for maintenance jobs on a job by job basis for $20-$25 per hour, with a minimum of one hour paid, for normal business hours; and $30 per hour for weekend or emergency hours, with a minimum of one hour paid will be posted. TGlas motioned to hire temporary maintenance assistance on a job by job basis at the above mentioned rates. DSwenson seconds. Roll call vote: all in favor. Motion carried. Contact the Village Office for further information.
E. Pillage the Village Committee – Nothing more has been completed at this time. TGlas stated TDunker and him need to discuss a date for another meeting.
F. Community Center Small Projects –JFK Construction have submitted a bid for Community Center Restrooms remodel. DSwenson is currently submitting for other bids.
g. 160th Street Speed bumps – DSwenson has not made contact regarding speed bumps due to inability to install them due to the condition of the roads and how the weather has been. Tabled until spring. There was discussion among the board and community about how this should be a priority and how if it is not handled come spring, there may be some concern due to the reports of speeding. TGlas mentioned speaking with Cass County Emergency Management about their vehicles speeding down 160th and recommended calling the sheriff's office and filing complaints as well.
h. Schmidt– DSwenson informed that Tanya and Doug Schmidt have requested a Settlement Conference and DSwenson spoke with attorney. A meeting has been set between the Village, the Village attorney, and the Schmidts for February 9, 2024 at 3pm at the community center.
i. ATV/UTV Ordinance – need resolution or ordinance to repeal. Prepare for next month.
j. Storage Building – TDunker reported sent an email to storage and shed company and did not receive a reply. More research to be completed.
k. Air Compressor – DSwenson that that currently the Village of Manley does not have any type of air compressor if anybody has a low tire or an incident that would require an air compressor and that a pancake air compressor is fairly inexpensive. TDunker recommended researching an air compressor and battery charger in one and that she believes Milwaukee Company makes one. TGlas motioned to purchase a battery operated air compressor up to $400 in case the board would like to purchase another battery. TDunker seconds. Roll call vote: all in favor. Motion carried.
l. Office Supplies- New Computer –TDunker researched and proposed a new computer system that she feels will work best for the Village office. TGlas recommended an upgrade for storage purposes. DSwenson motioned to purchase the computer with the upgrades and a Microsoft Office subscription. TGlas seconded. Roll call vote: all in favor. Motion carries.
m. Bank Accounts – Jolene Dalton informed the board that the Village can have public funds interest accounts with no fees at Pinnacle Bank if it is completed by February 1, 2024. DSwenson motioned to transfer all checking and savings accounts from First Nebraska Bank and all checking and savings accounts from Farmer's and Merchants Bank to Pinnacle Bank, leaving the CD with a maturity date of 3/11/2021 at Farmer's and Merchants Bank. The signors on the Pinnacle Bank Accounts will be Denise Swenson, Jennifer Smith, and Taylor Dunker. The Village of Manley will require two signatures on each outgoing check PGruber seconds. Roll call vote: All in favor. Motion carries.

New Business

A. Papillion Sanitation Contract– DSwenson stated Papillion Sanitation contract expires October 1, 2024. TGlas stated starting in July 2024 trash companies need to come to the meetings and present their services.
B. Trailer Contract– Discussion among the board about creating a trailer contract to allow rental of the trailer. Discussion included requiring a $100 deposit for dump fees and mileage and also included that a board member would have to transport the trailer. A recommendation was made to research how companies that offer trailer rentals, like Home Depot, word their contracts. Tabled.

C. Fee Schedule – DSwenson introduced a master fee schedule and explained it was a document that included all fees in one place and was looking for input on changing or removing the fees. PTapp suggested discussing the second page of the fee schedule at the next meeting. Tabled.
D. **Homeschool Contract** – DSwenson explained the homeschool program only includes 3 families currently and they asked if they could pay $25 per week since they are only coming on Thursdays. DSwenson motioned to renew the homeschool contract for $25 per week for use of the building on Thursdays only until the end of May 2024. TGlas seconded. Roll call vote: all in favor. Motion carries.
E. Meeting Minutes from November 2022 and November 2023 – DSwenson explained the meeting minutes for November 2022 and November 2023 were amended to include Steven Parr's name from JEO Consulting Group for the 2023 Year End Certification of Street Superintendent and that in order for the Village of Manley to receive the highway incentive payment for the calendar year 2023 the minutes needed to be amended and sent in. DSwenson motioned to accept the amended November 2022 and November 2023 meeting minutes to include Steven Parr's name. TGlas seconds. Roll call vote: all in favor. Motion carries.
F. Gas Barrel– Discussion among the board regarding purchasing a 100 gallon gas barrel for the maintenance shed to make it more self-sufficient. Tabled.
G. Drinking Water Inventory– DSwenson received information that the Department of Environment and Energy requires an inventory be done on every building in the Village to determine if the dwelling has copper, lead, or PVC piping. More information will be received and information will be sent out to residents. Tabled.
H. Cleaning Lady for CC– Discussion among the board about hiring a cleaning lady for the community center for after rentals. DSwenson stated she could create a contract for whomever is hired to sign. TGlas motioned to employ an individual for cleaning the community center after rentals and events at $20 per hour. TDunker seconded. Roll call vote: all in favor. Motion carries.
I. Pet Licensing – Pet Licensing is now open until March 15, 2024. An additional time will be set outside of regular office hours to get your pets licensed.
J. Keep Cass County Beautiful – On Claims – TGlas stated already approved with the claims section.

Public Forum
It is recommended to the board by a guest that new Christmas ornaments and decorations be purchased using some of the Pillage the Village money as what the Village currently has is broken and limited. Another recommendation was made to reach out to the city of LaVista and ask if they have any additional decorations they would like to discard. DSwenson recommended buying new instead of asking others to ensure quality and that they are in working order.

DSwenson stated she was informed by a resident that they have a popcorn machine that they want to donate to the town and it makes Orville Redenbacher Movie Theater Popcorn.

Adjournment - TGlas moved & DSwenson seconded to adjourn the meeting at 9:26 PM. Roll call vote: All in favor. Motion carried.

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Jennifer Smith Date of Approval
Village Clerk

*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.)