Village Of Manley
Board of Trustees Regular Meeting
February 11, 2021

The Regular Meeting of the Village of Manley Board of Trustees was called to order on February 11, 2021 by Chairman Denise Swenson at 7:06 PM. Roll call was taken and members present were Denise Swenson, Tim Glas, Rebecca Goble, Patricia Gruber & Phillip Tapp, along with Village Clerk Jolene Dalton, Streets Maintenance Supervisor Adam Goble & 1 guest. 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 DSwenson. Notice of this meeting was posted on the Village website and in the bulletin boards on the Fire House & Post Office.

Agenda After a request to move agenda item #5n to #5a, RGoble moved & TGlas seconded to approve the amended Agenda. Roll call vote: All approved. Motion carried.
Consent Agenda items approved:
*January 14,2021 **Minutes**
*January 2021 **Correspondence** – (none)
*January 2021 **Water Clerk's Report**
*January 2021 **Treasurer's Report**
*January 2021 **Village Clerk's Report** - Sent Nuisance letter to Rick Stander; Submitted 2021 Cass County Tourism Marketing Grant application for *Pillage the Village*; THANK YOU to Jack Faubion who once again stamped the year on our animal tags (~75); Updated Board members & Community Center rental information on the website; Sent/emailed February letter to residents; Started registering animals…
*January 2021 **Misc Monthly Reports –**
Water Specialist - Jack Faubion
The results of the water sample for the month of January had no violations.
Wastewater Specialist – Ed Blunt
1/15 – Checked lagoons. Looks good.
1/22 – Checked lagoons. Found flow meter not reading flow. Will check next time in the area.
811 Digger Calls - One request this month for water main break on South Street.

Remaining Reports
***Claims** – Black Hills Energy for CommCtr-$210.19 & Fire House-$197.64; DHHS for water testing-$15.00; OPPD for CommCtr-$88.56, Fire House-$70.87, Sewer-$43.09, Water-$45.35 & Street Lights-$436.33; RWD #3 for water-$1,055.00; Windstream for CommCtr-$97.16 and Fire House-$100.02; WireBuilt for website maint-$50.00; Manley Hwy Acct for matching trsf from Sewer Acct-$138.00 & Water Acct-$138.00; JDalton for Jan Village Clerk-49 hr-$609.36; JFaubion for Feb water wages & postage-$126.75; EBlunt for Jan wastewater specialist-$175.00; David Chebatoris for sales tax ordinance legal work-$225.00; JDalton for postage & bathroom s-fold towels-$28.18; Keep Cass County Beautiful for annual Gold membership-$100.00; M&N Investments for tractor fuel-$108.27; James Struthers for snow plowing-8 hrs-$120.00; Meeske Hardware for water main repair parts-$20.70; Mickey Dalton for changing out water meters (54@$30)-$1,620.00; MS Contracting for water main repair-$1,000.00; AGoble for plow truck wiper blades-$36.36; A Goble for changing out water meters (54@$30)-$1,620.00; and AGoble for Jan snow plowing-15-1/2 hr-$232.50.
PTapp moved & TGlas seconded to approve the Claims. Roll call vote: DSwenson-yes, TGlas-yes, RGoble-abstain, PGruber-yes, PTapp-yes. Motion carried.

Public Hearing was opened at 7:23 PM. After a brief discussion, DSwenson read proposed

Ordinance 21-01

An Ordinance of the Village of Manley, Cass County, Nebraska, to adopt and impose a sales and use tax of one-half percent (.50%) upon the same transactions within the corporate limits of the Village of Manley, Cass County, Nebraska, on which the State of Nebraska is authorized to impose a tax; to provide for the date upon which the tax shall be imposed; and for repealing all ordinances in conflict herewith.

Be it ordained, by the Village Board Chairman and Village Board of the Village of Manley, Nebraska:

SECTION 1. That pursuant to the approval of the Electors of the Village of Manley, Cass County, Nebraska, at the General Election that was held on Tuesday, November 3, 2020, there is hereby adopted a Sales and Use Tax which tax shall be One-Half Percent (.50%) upon the same transactions within the Corporate limits of the Village of Manley, Cass County, Nebraska, on which the State of Nebraska is authorized to impose a tax pursuant to the provisions of Nebraska Law. Said Sales and Use Tax shall commence on July 1, 2021 and shall continue in perpetuity unless repealed.

SECTION 2. The Sales and Use Tax shall be used to pay for capital improvement projects, including construction, lease, purchase, renovation and/or maintenance of municipal roads, utilities and infrastructure within the Village of Manley, Cass County, Nebraska.

SECTION 3. That the Village Clerk shall mail a Certified copy of this Ordinance and a Certified copy of the map of the Village of Manley, Nebraska, showing the Corporate limits thereof to the Nebraska Tax Commissioner and Nebraska Department of Revenue immediately after the passage of this Ordinance.

SECTION 4. That all Ordinances inconsistent herewith are hereby repealed.

SECTION 5. This Ordinance shall take effect and be in full force from and after its passage, approval and publication or posting as provided by Law.

TGlas moved & RGoble seconded to waive the three readings of the proposed Ordinance. Roll call vote: All approved. Motion carried.
There being no further discussion, RGoble moved & PGruber seconded to approve the adoption of Ordinance 21-01. Roll call vote: DSwenson-yes, TGlas-no, RGoble-yes, PGruber-yes, PTapp-yes. Motion carried.
The Public Hearing was closed at 7:31 PM.

Unfinished Business

Village Equipment, Maintenance Building Heater – Adam Goble

AGoble gave some prices on equipment he has researched and reported on the latest problems with the Village vehicles. There is a leak on the fuel injector pump on the tractor. The plow truck has no brake lights & has a pulley or belt problem that needs to be looked at. There was a suggestion to put battery tenders on the sander. The truck & tractor already have one installed. The present condition of the vehicles was further discussed & the need for replacement ones. The Board wanted to do further research on costs before making a decision to replace the equipment.

AGoble got two bids for fan heating in the Maintenance Building. The Board wanted to look at long range costs before making a decision.

Building Permits – There was no update on discussion with Dan Houchin about the permit for 112 Cherry Street. DSwenson talked to Randy Abbott about the permit for 107.5 Main Street work. She will get an application to him.

Nuisance Violations – The matter regarding violations at 106 Broadway has been turned over to the Village attorney. Nuisances at 220 Main are on on-going problem. A 'Report A Concern' form has been received regarding the cars on the street at 220 Main during snow days. AGoble reported he discussed the matter with them and filled out a report.

Animal Violations – As stated above, refusal to license the dog at 106 Broadway has been turned over to the Village attorney. DSwenson called the resident at 201 Cherry regarding the unlicensed dog. A "Report A Concern" form has been received from the snow plowing crew about the dog. It runs loose & has almost been hit twice by the snow plows.

Park projects –
*Park Benches – JDalton forwarded emails to DSwenson from a couple of other municipalities with information about benches they have had installed.

*Picnic Shelter & Playground – DSwenson got the donor plaques for the picnic shelter, playground & picnic tables ordered from Center Trophy this month.

Tornado Shelter in the Community Center – DSwenson is ordering the weather radio from Amazon.

Culvert at Manley Lane & Hwy 1 – Will be cleaned out once the weather gets better.

Insurance – RGoble reported on Erin Ball's explanation of a couple of insurance abbreviations on the playgrounds & picnic shelters quote. Both were non-negotiable but the Board questioned if they were necessary. RGoble will investigate more & the Board will delay making a decision until they get further information.

Planning & Zoning Virtual Training – Another virtual training is being scheduled for March. DSwenson will let the Board know when she get more details.

Village Generators – No updates this month. TGlas & PTapp working on.

Hiring New Clerk & Maintenance Supervisor – The posted deadline was February 1st but no applications were requested/received by then. This past week there have been three requests for Clerk applications. Interviews will be set up when the applications are received back. One application was received for Maintenance Supervisor from Mickey Dalton. After discussion, TGlas moved & RGoble seconded to hire Mickey Dalton as the Village Maintenance Supervisor for 2021, effective immediately, at $600.00/month. Roll call vote: All approved. Motion carried. He will be asked to keep track of his hours for a year & the salary will be re-evaluated in December.

James Struthers fence – After discussion with Mr. Struthers, the Board decided to re-evaluate the problem in the spring.

UTV/ATV Ordinance – DSwenson presented an edited proposed document, which the Board approved. A Public Hearing will be scheduled next month for final approval. Before the program is rolled out, we will need to obtain application forms & permit stickers.

Animal Ordinance – DSwenson presented a proposed Ordinance that addressed just animal licensing & fees. After discussion, it was decided to schedule a Public Hearing next month for final approval of this proposal. It was suggested to write another short Ordinance that covered other items, such as enclosure, special use permit, etc.

Village Google Drive – This is simply a source to store documents. RGoble set up an account for all Board members & the Clerk. She distributed everyone's contact information. The Clerk can deactivate any account when a person leaves their position.

Fire Extinguishers recheck – PTapp took five fire extinguishers from the Community Center & Maintenance Building to get them checked. He found out they were very outdated &/or empty. DSwenson gave him permission to buy new replacements, which will total ~$188.00. One will be put in the Village Office, one on each floor of the Community Center & two in the Maintenance Building. It was suggested to paint a big red square around the ones in the Maintenance Building so they can easily be found.

New Business

Set up Committee to review the Village Ordinances, IPMC book/fees, & Vacant Properties Registration Ordinance – This was deferred to the April meeting.

Snow Removal Ordinance – Because of problems with residents not removing their vehicles off the streets when it snows, making it unsafe for driving & for the snow plows, DSwenson presented a proposed Snow Removal Ordinance. After discussion, the Board decided to schedule a Public Hearing next month for final approval of the proposed Ordinance.

Public Forum
DSwenson mentioned that Berneice Hopper Grant applications are now being accepted. This might be a good resource to fund the heating project in the Maintenance Building. JDalton will look into it.

After discussion, it was decided to add the Pledge of Allegiance to the Agenda at the beginning of the Village Board meetings.

DSwenson & JDalton wrote up a proposed job description for the Community Center Manager. Discussion was held about running the Vertical Platform Lift. It will be an unwritten 'rule' that a Board member, on a case by case basis, can come up & run the Lift for a fee during a function.

It was mentioned that emergency lights for the exits in the Community Center are needed. PTapp will look into.

Adjournment TGlas moved & PTapp seconded to adjourn the meeting at 9:32 PM. Roll call vote: All approved. Motion carried.

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