

VILLAGE OF DUNCAN BOARD MEETING

December 9, 2024 7:00 PM – Village Hall, 906 8th Street, Duncan, NE 68634

The monthly board meeting of the Village of Duncan Board of Trustees was called to order at 7:00 PM by Chairperson, Nick Wagoner. The Chairperson publicly stated to all in attendance that a current copy of the Nebraska Open Meetings Act was available for review and indicated the location of such copy in the room where the meeting was held in the Village Hall. Board members present were Lance Denbo, Steve Langton, Nick Wagoner, Jerusha Ratcliffe and Joe Boruch. Also in attendance were Village Staff: Doug Michalak (Utility Superintendent) and Marianna Evans (Clerk). Michelle Schindel (Treasurer) was absent. *A motion was made to approve the November 11 meeting minutes by Langton, second---Denbo. Vote was as follows: Voting aye—Denbo, Wagoner, Boruch, Ratcliffe and Langton. Voting nay—none. The Chairman carried the motion.* Chairman provided opportunity for any non-agenda items to be brought to the Board's attention. He stated there was a 5-minute limit and that the Board may only listen and add to the next agenda if approved. No discussion or decisions may be made. There were no items brought to their attention. Chairman continued the agenda as written.

Unfinished Business

- A. CVA (Central Valley Ag) Annual Sewer Rate Review** Evans presented the computation sheet to the Board for their review. A copy of the original Resolution providing the algorithm was also reviewed. Evans reported that based on the 2024 water usage, CVA's 2025 sewer rate will go down to \$87.92/mo. Evans reported that the Resolution is over 6 years old and may need to be recalculated after a rate study by Nebraska Rural Water. Evans stated that CVA water usage has consistently declined since hooking into our sewer system. *Motion to approve the 2025 CVA sewer rate at \$87.92/month was made by Langton, second—Wagoner. Vote was as follows: Voting aye—Denbo, Wagoner, Boruch, Ratcliffe and Langton. Voting nay—none. The Chairman carried the motion.*
- B. Appoint 2025 Clerk** Evans reported this is an annual requirement by state statute and ordinance for the Village to appoint their clerk. *A motion to appoint Marianna Evans as the Village of Duncan Clerk for 2025 was made by Wagoner, second—Ratcliffe. Vote was as follows: Voting aye—Denbo, Wagoner, Boruch, Ratcliffe and Langton. Voting nay—none. The Chairman carried the motion.*
- C. Appoint Treasurer** Evans reported that state statute requires this as well. *A motion to appoint Michelle Schindel as the Village of Duncan Treasurer for 2025 was made by Wagoner, second---Ratcliffe. Vote was as follows: Voting aye—Denbo, Wagoner, Boruch, Ratcliffe and Langton. Voting nay—none. The Chairman carried the motion.*
- D. Appoint Public Works Commissioner** Evans reported the same need per state statute and ordinance for annual appointment. *A motion to appoint Doug Michalak as the Village of Duncan Public Works Commissioner for 2025 was made by Wagoner, second—Langton. Vote was as follows: Voting aye—Denbo, Wagoner, Boruch, Ratcliffe and Langton. Voting nay—none. The Chairman carried the motion.*
- E. 2025 Municipal Clerk Conference Request to Attend** Evans reported the annual conference is going to be held in South Sioux City in March 2025. She stated that it was in Columbus last year. She reported the cost of the conference is \$273 for the Academy which is the shorter option (Wed-Fri). She will require a hotel room for two nights at \$109/night as well. Evans stated that she enjoys attending the conference every year. She stated that she learns a lot every year that benefit the Village. *A motion to approve Evans to attend the 2025 Municipal Clerks Institute and Academy with associated costs was made by Ratcliffe, second—Boruch. Vote was as follows: Voting aye—Denbo, Wagoner, Boruch, Ratcliffe and Langton. Voting nay—none. The Chairman carried the motion.*
- F. Employee Salary/Benefits Review** Evans presented the Board with a document showing each employee's current hourly wage and a table showing how much each employee would increase with a percentages from 2.5%-5%. She reported the federal COLA for 2025 is 2.5% and the current inflation rate is at 2.6%. The Employees received 4% last year. After the Board discusses and reviews each Board members' opinion, *a motion to approve a 4% raise starting Jan. 1, 2025 for all employees was made by Boruch, second—Ratcliffe. Vote was as follows: Voting aye—Denbo, Wagoner, Boruch, Ratcliffe and Langton. Voting nay—none. The Chairman carried the motion.*
- G. Holiday Lighting Contest** Evans reported that she did not receive the flyer from Loup Power until after the last meeting or this would have been on the November agenda. She stated it is the same as the prior year. Loup Power will give the Village up to \$200 if the Village matches that amount in prizes for contest winners. After Board discussion, *a motion to approve the 2024 Holiday Lighting Contest with 1st prize of \$150, 2nd prize of \$100 and 3rd prize of \$50 was made by Langton, second—Wagoner. Vote was as follows: Voting aye—Denbo, Wagoner, Boruch, Ratcliffe and Langton. Voting nay—none. The Chairman carried the motion.*
- H. WW2 Veterans Commemorative Medal Project** Evans presented a packet to the Board from Governor Pillen on his project to present a commemorative medal to any surviving WW2 Veteran. The Governor was asking for local governments to help by having a presentation of their own for local Veterans. Evans reported that she had since

found out that there are no known living WW2 Veterans around this area. Chairman dismisses this item unless future knowledge of a living Veteran is brought to the Village's attention.

- I. Treasurer Report & Updates** Schindel was absent however, she did complete and print the monthly recap for the Board. The Board reviewed the recap. *A motion to approve the bills and monthly recap was made by Wagoner, second---Denbo. Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.*
- J. Consider Acceptance of Election Results** Evans provided the Platte County Election Commissioner's results document to the board for review. After reviewing, *a motion to accept the 2024 Election Results, a motion was made by Langton, second—Denbo. Vote was as follows: Voting aye—Denbo, Wagoner, Boruch, Ratcliffe and Langton. Voting nay—none. The Chairman carried the motion.*
- K. Dismiss Outgoing Trustees/Invite Incoming Trustees to Board Table** Steve Lanton and Joe Boruch were thanked for their service and work on the Village Board. They are dismissed and Gary Schlesinger, along with Wynand (Van) Steyn were invited to take their places at the table.

New Business--Reorganization

- A. Oath of Office** Evans provides the Oath of Office to all Board members.
- B. Appoint Chairman** Wagoner reported he was not interested in continuing as Chairman. Evans nominated Ratcliffe for Chairman. Denbo nominated Schlesinger for Chairman. *A motion to appoint Schlesinger Chairman for 2025 was made by Denbo, second—Steyn. Vote was as follows: Voting aye—Denbo, Wagoner, Ratcliffe and Steyn. Voting nay—none. Schlesinger abstained. The Chairman carried the motion.*
- C. Appoint Committees** After the Board discussed each committee, *a motion to approve the committees as: finance= Schlesinger/Steyn; water/sewer= Wagoner/Denbo; Street/Grade= Schlesinger/Ratcliffe; Parks & Rec.= Denbo/Steyn was made by Schlesinger, second—Steyn. Vote was as follows: Voting aye—Denbo, Schlesinger, Wagoner, Ratcliffe and Steyn. Voting nay—none. The Chairman carried the motion.*
- D. Appoint Dept. of Health Board** A motion to appoint Schlesinger, Ratcliffe and Denbo as Dept. of Health Board was made by Schlesinger, second—Wagoner. *Vote was as follows: Voting aye—Denbo, Schlesinger, Wagoner, Ratcliffe and Steyn. Voting nay—none. The Chairman carried the motion.*
- E. Appoint NSWC (Nebraska Solid Waste Coalition) Delegate and Alternate** *A motion to appoint Schlesinger as NSWC Delegate with Wagoner as Alternate was made by Wagoner, second—Steyn. Vote was as follows: Voting aye—Denbo, Schlesinger, Wagoner, Ratcliffe and Steyn. Voting nay—none. The Chairman carried the motion.*

Departmental Reports:

Utilities Michalak reported that the water project is going well and almost finished. He stated they are waiting for test results from the state before they can tap customers into the new line. Schlesinger stated that he was told he would have better water pressure but he does not. Michalak stated he has never told anyone they would have better pressure but he will try to help Schlesinger to see if his meter is broken. Other complaints were voiced about how the water pressure in any part of town is not any better. Michalak reminded the Board that the water project purpose was not to make the water pressure better for residents. It is to get away from having dead ends and bacteria build up and was part of the Village engineering plan from many years ago.

Parks & Rec Michalak stated parks are winterized. He stated the Veteran/Duncan History Memorial is complete and looks great.

Planning & Zoning Michalak stated he is still learning zoning administrator responsibilities and reading the zoning book a lot. *Motion to reappoint Matt Bates and Ashley Gurley to the P&Z Committee was made by Schlesinger, second—Ratcliffe. Vote was as follows: Voting aye—Denbo, Schlesinger, Wagoner, Ratcliffe and Steyn. Voting nay—none. The Chairman carried the motion.* Schlesinger voiced his opinion that the committee should meet quarterly. He stated they are required to meet at least once per year and the have not met in 2024 until recently. Schlesinger also stated that everyone on the Board should 'be here to better the town. If you can't do that, then don't be here.'. He encouraged other Board members to drive around town once or twice prior to meetings. He suggested raising the water rates by a certain percentage every year instead of waiting years and increasing it dramatically. Schlesinger stated 'As Chairman I want to work with everyone and keep the town our top priority.'

Clerk Report Evans had nothing new to report. She welcomed the new Board members and reminded them that she is available for any questions or concerns they might have.

All meetings are open to the public and a current agenda for said meetings will be posted and available for public inspection at the office of the Village Clerk, Post Office, T-Bone 2 and the Village website on the Thursday prior to the meeting. The next meeting will be on **January 13, 2025 at 7:00 PM**. Being no other business, adjournment was made by Chairman Schlesinger at 7:55p.m.

Minutes recorded and submitted by: Marianna Evans (Clerk)