

VILLAGE OF DUNCAN BOARD MEETING
June 12th, 2023 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 7:17 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 (arrived at 7:20pm), Steve Langton, Nick Wagoner, Jerusha Ratcliffe and Joe Boruch. Also in attendance, was Brent Cecior (JEO Street Superintendent) and Village Staff: Marianna Evans, Doug Michalak and Michelle Schindel. Wagoner asked if there were any non-agenda items that the public would like to bring to the attention of the Board. None noted. Wagoner then continued with the agenda. *A motion to approve the minutes from the May 8th meeting was made by Boruch ,second—Langton. Voting aye—Langton, Wagoner, Ratcliffe and Boruch. Denbo was still absent. Voting nay—none. The Chairman carried the motion. A motion to approve the minutes from the June 6th Public Hearing meeting was made by Ratcliffe ,second—Boruch. Voting aye—Langton, Wagoner, Ratcliffe and Boruch. Denbo was still absent. Voting nay—none. The Chairman carried the motion.*

Unfinished Business: none

New Business:

1 & 6 Year Road Plan Cecior (JEO) presented and introduced himself to the Board. He verified each Board member had a copy of the current plan. As the current plan shows, the only resurface project would be to North Blvd. as the 6-year plan. The Board discussed and decided to move that to the 1 year and would like to add one of the gravel roads to be paved for the 6-year plan. Evans reported that in the past, it was made clear from the residents of Dahlberg Addition that they did not want to be forced to pay for paving their road. Evans stated that one good point was that Duncan has other gravel roads that are much older than Dahlberg Addition. And, while it should have been paid when the subdivision was completed, it should be taken into consideration for deciding which gravel road to pave first. Evans asked Cecior if the assessment had to be made against residents. Cecior stated that the Village could cover the entire cost if they wanted to but that there are several ways to go about assessing the cost of certain things to residents. Cecior stated that there are some stipulations set up for what can be charged to homeowners. Boruch asked about grants and Cecior reported we could work with their funding department to find funding if and when the Village was ready. However, he stated that grants are difficult to get for small towns. Decision was made by the Board to keep the 1 & 6 year plan the way it is for now and if a decision is made, Cecior will update the plan. He stated that the 1 & 6 can be altered anytime.

Ballfield Contract (Marcus-Columbus Baseball) Wagoner noted that Marcus was not here yet due to a current ballgame and that he will move this agenda item down the list until he is present.

Church Land Lease (Renew or Stop) Evans explained that the lease with the church of the Village lease of the ballpark land, will expire in April of 2024. Evans stated that Duncan has not had their own ball association for the last 10 years at least. And, since it is a Columbus team subletting from the Village, she reported to the Board that an option would be not to renew the church lease of the land. Michalak stated he is being asked to fix things and about garbage pick up etc. Evans stated that the ball team is supposed to provide a copy of their liability insurance every year and renew a contract each year as well. She stated that has not happened. She stated she has asked several times over the years for a copy of the insurance and they never have submitted one. The Board discussed the work and cost the Village puts into the ballfield. Wagoner requested Evans submit a report of the actual cost for the next meeting. Evans stated she would attempt to. She reminded the Board that the Village also carries extra insurance on the land as required by the church contract. The Board will postpone this item to the next meeting in order for Evans to calculate actual cost to the Village.

Ballfield Contract (Marcus—Columbus Baseball) Marcus presented to the microphone and stated that he is taking over for Nick Larsen. Evans handed the Board members and Marcus a copy of the contract for the year with the Columbus Baseball. She reminded Marcus that this is supposed to be completed prior to the season starting each year. She stated that he would need to be sure and request to be on the agenda each year for the April meeting at the latest. Marcus stated that he would be sure to do that. She requested a copy of their insurance. Marcus stated that they have always had insurance and that he would get a copy to the office email. It was made clear to Marcus that they would be responsible for all maintenance of the buildings etc. and that they need to set up their own summer garbage pick up and pay for it. Evans stated that all the Village would do is mow the field. She asked Marcus to be sure all garbage is picked up so that Michalak does not have to pick up the field prior to mowing it. *A motion to approve the contract with Columbus Baseball was made by Langton, second—Wagoner. Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.*

Street Sweeper Contracts Evans explained that they have been unable to reach the current street sweeper. He missed the fall sweep, spring sweep and looks like will miss the sweep prior to Ribfest. She stated that she asked Michalak to search for any other possible sweepers. Evans reported that there was a company out of Gretna but their bid was \$8k. She stated that Gehring agreed to sweep next week for \$700 and then would come up with a contract for yearly sweeping. Michalak stated he had found parking lot sweepers that the Village could own. Wagoner suggested they just push the dirt around and do not pick it up well. *A motion to approve Gehring to sweep the town for \$700 was made by Denbo, second—Boruch. Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.*

Park Shade Structure Overage (Josh Dahlberg) Dahlberg stated that after installing the shade structure, he realized he needed pipes in the top tarp to help hold the tarp. He stated that he would also need to get 3 more pipes to put in between the posts. He stated it should be an extra \$525 from Columbus Steel. Wagoner reported

that the total overage so far was \$350 from what was approved previously. Dahlberg stated that he was told to send a complete invoice to CSS Farms after everything is done and that we would receive a donation at that time. He reported that everything should be completed by July's end. *A motion to approve the \$350 overage for the shade structure was made by Denbo, second—Langton. Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion. A motion to approve \$550 more for the completion of the shade structure was made by Boruch, second—Wagoner. Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.*

Back Up Water Maintenance Job Applicants Evans reported that there were two applicants and showed the Board members their applications. The Board reviewed and *a motion to approve Wagoner and Michalak as the interview/hiring committee was made by Langton, second—Denbo. Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.* Evans will set up interviews.

R23-277 NENSWC Interlocal Agreement (Solid Waste Coalition) Evans explained and read R23-277 aloud to the Board. *A motion to approve R23-277 was made by Langton, second—Denbo. Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.*

Board Goals for Next Year Denbo suggested a solution to losing Ribfest. He also suggested renovating the west park. Langton suggested a walking trail, even if only with gravel or crushed rock as the base. He also suggested a community bon fire. As well as a hay rack ride for Halloween. Wagoner suggested speed bumps on Main Avenue. Ratcliffe suggested putting a yield or stop sign at the intersection of 8th street and 10th Ave. She also suggested continuing the Farmer's Market but to have it in the fall instead of summer. She offered to help with that. Boruch suggested the Village send out a survey to the public and get their input prior to settling on anything. However, after discussion, the Board decided to make the first two goals: Yield sign at 8th St. and 10th Ave. And, Fall Farmer's Market. The third goal will be decided next month, after receiving input from the public survey.

Budget Needs Michalak stated that he needs tools and that he made a list. He stated that he would like to order new park trash cans. He stated that he also has the gravel spreader on the list as well as a new 'bat-wing' shredder for the tractor for mowing. Evans stated no major needs that she could think of. Other needs may be suggested next month after surveys are returned and goals are set.

Departmental Reports:

Utilities Michalak stated that the west park trash can needs replaced. No further report.

Parks & Rec. Dahlberg presented

Planning & Zoning no report.

Clerk Report Evans reported that she had just received a note from the land owner of one of the easements the Village is attempting to negotiate. She stated the individual noted that he would possibly sign if the Village would pay his attorney fees for reviewing the easement. The Board discussed and stated that they would be willing to pay his attorney fees and to have him send the invoice with the signed easement and they would approve the payment. The note quoted the attorney fee would be approximately under \$500. Evans stated she would send another letter with that offer.

Treasurer Report & Updates—Approval of Bills Schindel presented her monthly recap to the Board. The Board reviewed all bills. Schindel reported that she is integrating the desktop Quickbooks to their online version and the direct deposit is a bit different. It prevented Michalak from receiving his paycheck until 4pm on his payday. The Board discussed and *a motion to approve Schindel processing the paychecks a day or more earlier in order for paychecks to be received by morning of payday was made by Ratcliffe, second—Wagoner. Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion. A motion to approve all bills as reported was made by Ratcliffe, second—Langton. Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.*

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 **July 10, 2023 at 7:00 PM**. Being no other business, adjournment was made by Wagoner at 9:45p.m.

Minutes recorded and submitted by: Marianna Evans (Clerk)