

**VILLAGE OF DUNCAN BOARD MEETING**  
**March 11, 2024 7:00 PM – Village Hall, 906 8<sup>th</sup> Street, Duncan, NE 68634**

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The monthly board meeting of the Village of Duncan Board of Trustees was called to order at 7:01 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: Marianna Evans and Michelle Schindel. Doug Michalak was absent due to attending the annual NRWA conference. *A motion was made to approve the minutes from the meeting on February 12, 2024 by Boruch, second---Langton. Vote was as follows: Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.* There were no non-agenda items brought to the Board. Wagoner continued with the meeting.

**Unfinished Business:**

None

**New Business:**

None

**Departmental Reports:**

**Utilities** Michalak was absent due to attending the annual NRWA conference. Evans reported the issues with the Village pickup as reported to her by Michalak. She stated that the pickup has been slipping gears again but that the ‘check engine’ light has not come back on. The Board discussed briefly of the need for a policy on spending limits for employees. Evans reported that she had brought the credit/debit card policy to the attention of former Board members with the advice to update the limits. However, it was never completed. The Board requested to add to the next agenda to update the policy, as well as possibly create a policy on spending limits other than for credit cards. Evans stated that she would add to the next agenda. No further report.

**Parks & Rec.** no report.

**Planning & Zoning** no report.

**Clerk Report** Evans stated that the pre-construction meeting for the water project phase 2 went well. She reported that Obrist stated they would start sometime in June and that it should only take a few months. She stated that the contract states the final completion is due in November. No further report.

**Treasurer Report & Updates—Approval of Bills** Schindel presented the monthly recap. After reviewing, a *motion to approve all bills as reported was made by Ratcliffe, second—Denbo. 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 **April 8, 2024 at 7:00 PM**. Being no other business, adjournment was made by Wagoner at 7:30p.m.

Minutes recorded and submitted by: Marianna Evans (Clerk)