

VILLAGE OF DUNCAN BOARD MEETING
October 14, 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 7:01 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: Doug Michalak (Utility Superintendent) and Marianna Evans (Clerk). Michelle Schindel (Treasurer) was absent. *A motion was made to approve the budget hearing minutes from September 9, 2024 by Ratcliffe, second---Boruch. Vote was as follows: Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion. A motion was made to approve the September 9, 2024 monthly meeting/1&6 Year public hearing minutes by Ratcliffe, second---Boruch. Vote was as follows: Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.*

Unfinished Business

Review Accept/Deny Shredder Bids Wagoner reported there were no new bids and at this time. The board discussed briefly and decided the Village would retain the shredder for Village use on smaller projects.

New business

Planning & Zoning Member Resignation Wagoner read a resignation letter aloud from Gary Schlesinger. *A motion to accept the resignation from Planning & Zoning Committee member Gary Schlesinger, effective November 1, 2024, was made by Wagoner, second—Langton. Vote was as follows: Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.* Boruch nominated Don Reves to fill the open membership to the Planning & Zoning Committee. *A motion to appoint Don Reves to the Planning & Zoning Committee was made by Ratcliffe, second—Langton.*

R24-293 Annual Certification of Program Compliance Signing Evans reported this is one of the steps the Village must follow in order to be in compliance with the state for the 1&6 Year Road Plan program and qualifying for highway allocations. This resolution is giving Chairman Wagoner the authority to sign the compliance document, stating that the Village has followed all of the rules. *A motion to approve R24-293 Annual Certification of Program Compliance Signing was made by Ratcliffe, second—Langton. Vote was as follows: Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.*

Back-Up Utility Superintendent Pay Raise Wagoner stated that Sandra Bazer’s wage is currently \$18/hr. plus \$100/mo. for on-call pay. Michalak reported that Bazer took and passed her water licensing class/test last month and is currently awaiting the arrival of her water license. The board discussed briefly and agreed on a \$2/hr raise. *A motion to approve \$20/hr plus \$100/mo. on-call pay for Bazer was made by Denbo, second—Ratcliffe. Vote was as follows: Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.*

Annual Compensation Bonus Full-Time Employee Evans reported that Michalak received \$850 last year due to having only started working in April of last year. Prior bonus for prior employee was \$1,000. *A motion to approve \$1,000 compensation bonus for Michalak was made by Wagoner, second—Ratcliffe. Vote was as follows: Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.*

NCG (Nebraska Cooperative Government) Delegate Appointment Evans pointed the Board to the Interlocal Agreement in their packet to explain what the NCG is and that this delegate would represent Duncan in the annual meetings with voting opportunities. Evans stated that Harry Prososki has been the delegate for a long time. Boruch stated that he had spoken with Prososki about his intention on continuing. Boruch stated that Prososki made it known that he would like to continue for at least another year. *A motion to appoint Harry Prososki as the NCG Delegate for Duncan was made by Denbo, second—Wagoner. Vote was as follows: Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.*

Proposed Repair History Sign/Lincoln Hwy Sign Placement Wagoner stated that the Veteran's Memorial is completed however, the Duncan sign needs repaired and concrete slab needed. Michalak stated that he received a \$1,000 quote from Mick Jarecki for concrete. Evans reported Alan Scudder looked at the sign and gave a verbal quote to her for \$200-300 for creating new posts for the historical sign. Michalak stated that the concrete would extend out to allow the history sign and Lincoln Hwy sign to be in line with the other signs. The Board discussed briefly and a motion to approve up to \$2,000 for the Sign Project was made by Ratcliffe, second—Denbo. *Vote was as follows: Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.*

Departmental Reports:

Utilities Michalak reported that the two buildings that needed new roofs was completed over the weekend with Denbo's help. The water project is going well. Michalak stated there was a slight issue on 8th street and 10 avenue where the line was only 3 inch as compared to 6 inch and that the engineer will be providing a change of order next month to review. Michalak stated that Obrist did save a little money on the 6th street section and that should help with extra cost on this area. He stated the tests from the state for water on 6th street came back good and that should be pressure tested and ready soon. Michalak stated they also noted a valve on 9th street was broken and asked the Board if they would like it replaced while Obrist is here working. He reported if the valve is not replaced, in order to shut a certain part of town off for this project, he will have to shut the entire town down...without the 9th street valve. The Board discussed briefly and decided it would be a good idea to replace it now. Ratcliffe requested adding this item to the future special meeting agenda in order for Michalak to receive a proper quote and Board can vote on. Michalak reported that the sewer lining was completed and looks good. No further questions/concerns or report.

Parks & Rec. no further report.

Planning & Zoning Michalak stated he is learning a lot as Zoning Administrator and will keep moving forward to figure things out.

Clerk Report no report.

Treasurer Report & Updates—Approval of Bills Schindel was absent and unable to prepare the monthly recap and bills. Evans stated that there will need to be a special meeting at a later time to approve the bills. All board members were asked to watch emails for scheduling the special meeting.

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 **November 11, 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)