**VILLAGE OF DUNCAN BOARD MEETING**

**October 9th, 2017**

**7:00 PM – VILLAGE HALL**

**906 Eighth Street – Duncan NE**

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The regular meeting of the Village of Duncan Board of Trustees was called to order at 7**:**00 PM by Chairperson Dustin Schaefer. 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 being held. Schaefer assured that everyone present could hear the proceedings. Board members present were Schaefer, Paige Young, Chris Staroscik, Josh Dahlberg and Joe Boruch. Also in attendance were Village Staff: Don Reves, Stephanie Laska and Mari Evans. Visitors were: Jeff & Michelle Oppliger. The Pledge of Allegiance was recited by the board. Prior meeting minutes were reviewed by the board. *A motion to approve both sets of minutes was made by Dahlberg, second—Young. Vote was as follows: voting aye-Staroscik, Young, Schaefer, Dahlberg and Boruch. Voting nay--none. The Chairperson declared the motion carried.* Schaefer publicly asked if there was anything that visitors wanted to talk about that is not on the agenda. Jeff Oppliger presented to the microphone and stated his name and address (476 5th Ave. Duncan). He stated that there were 2 subjects he would like to talk about. The first was about the state of 5th Avenue and 5th Street. He stated that the Northwest corner is like a big lake and that half of it is covering his driveway. He stated that in order to get to his driveway, he must drive completely around the road that is covered with water. He acknowledged that the board has already discussed this in recent meetings however, he wanted to know if there was anything that could be done. He suggested putting some kind of filler in the water filled areas. Schaefer responded that the plan is to use the millings from 6h street to build up and fill in bad areas of 5th street when the resurfacing project gets underway next summer. Schaefer mentioned that the Village could possibly put some crushed concrete in the bad areas for the time being. Oppliger then reported that the second subject he’d like to talk about is the ongoing nuisance issue with the rental property on 5th street. He stated the renters seemed to have tried somewhat, to clean up but it appears they have just stopped. He stated that he believes they have just moved piles closer to the house. Oppliger reported that there is now a t.v. sitting outside. Young questioned if anyone is actually still living there. Oppliger reported that it seemed that they were sporadically there recently. Oppliger asked what we could do about this now. Schaefer reported that we cannot fine them and win in a court case. However, we could have the Sheriff ticket them. Evans stated that she could send another letter and possibly call Jen (Schrant’s ‘manager’ of the property) and ask what their intentions are. Oppliger asked the Village to please do something more about this as he has to look out his window and see the garbage filled property every day and it affects his enjoyment of life.

**Unfinished Business:**

**Water Line Repair Cost Share** Schaefer reported that we still have not received a bill from Obrist for the cost of this repair. He stated that he has not spoken to Judy Dush yet as he was waiting for the bill. Young reported that she sees Dush in the Post Office now and then and asked if it would be appropriate for her to talk to her about it in that setting. Schaefer suggested waiting until we get the bill. Schaefer repeated what the situation was and reminded the board of what the ordinance reads in regards to who is financially responsible in these cases. Schaefer reminded the board that the Village does not know exactly where the water mains are in town. Young asked if the Village has maps of where the main water lines are. Reves reported that the Village does have maps of where the mains are. However, the maps are not exact and anytime they dig near a main, they are only estimating where the main is. It is always a possibility to have this same problem. Reves reported that almost all of the mains do not have tracer wires installed which makes them very hard to find. Young then asked if he was updating these maps when he does find them. Reves stated that there is no way to exactly map them out. He stated that the equipment needed to find where the mains exactly are, costs approximately 30 thousand dollars. Reves stated that any new mains that have been laid or will be laid, do or will have tracer wires in them which will give him an exact location when needed. Schaefer stated to table the subject until next month in hopes to receive the bill.

**NEW Business:**

**Board Compensation** Schaefer reported that the board’s compensation is $45/meeting for board members and $65/meeting for the Chairman. He stated that since he has been on the board it has never been raised. Boruch suggested to keep the compensation where it currently is. The rest of the board agreed. Compensation will stay at the current rate until reviewed again next year.

**Ball Diamond Rental Agreement (continue?)** Schaefer reported that he believes the Village has a lease with the church for the ball diamond property but he’s not sure we have the lease available. Boruch stated that there was a lease for $1/year. Reves reported that as of the last few years, there has only been one ball tournament played at the ball diamond in which the Village receives nothing in return. He stated that we receive a $200 deposit which is returned as long as the area is cleaned up and the keys are returned in timely manner. He reported that it has been months since the last tournament and the keys are still not returned. He has spoken to and left messages to his contact about returning them, yet they are not here. The board suggested to deposit the ‘deposit’ check then. Reves stated he would attempt to call her one more time. Reves stated that in order to facilitate this tournament, he gets called a few days prior to the tourney and he has to spend 2-3 hours cleaning the sand out of the curb stop to turn the water on for them. He also reported that he does mow the field when CSS Farms does not. Is all this work worthwhile for the Village? Reves reported that there is not even anyone from Duncan that plays or is associated with this tournament. And that the local businesses are not benefiting from it either. Schaefer reported that he believed AJ’s seemed to get quite a bit of business on that weekend. Schaefer asked if there was anything that Parks & Rec could do at the ball field for a benefit or donations such as a ball tournament. Dahlberg stated that they could possibly do within a few weeks of the other tournament so the water could stay on and available. Young reported that she noticed the field was filled with sambers and that her kids had trouble playing ball up there due to all the sambers. Reves reported that CSS Farms sprays but since there is no watering, the weeds just keep growing. Schaefer stated that it would be such a waste to give it up after all the work that was put into it by Duncan residents. He stated that it may be good to coordinate a ball tournament with Ribfest. Other board members disagreed stating that Gary Schlesinger is busy enough with Ribfest to worry about an added event. Young suggested that a kickball tournament may be a better idea than a softball tournament. The board agreed since the field is too small for softball tournament. Boruch stated that a kickball tourney would be good to get the younger kids involved. Young stated that it would be a good idea to get an annual kickball tournament started now in order to gain interest in the 150th Anniversary. Young and Schaefer both suggested continuing the lease with the church and to try and think of ways to utilize the field.

**USPS Lease (commission costs)**  Schaefer reported that he had received a letter from a company (Jones, Lang, Lassal) for postal Lessors (Village). He stated that the letter reports there is a new contractor for real estate and they are looking for commissions from the leasors. The letter is asking us to join their membership and they will represent us with negotiations in order to keep from paying commissions. Schaefer suggested that the Village owns the building and we could increase the rent if there were commissions to pay. Young asked what the commissions were exactly for. Schaefer stated the letter did not specify. Schaefer then read the membership dues if we choose to join. The board discussed and decided that the Village would not benefit from having a membership with this association.

**Anonymous Complaint** Schaefer reported that there was an anonymous, written complaint dropped off in the Village Office dropbox. Schaefer read the letter aloud. The letter complained about how the town is getting junky. They stated that in their neighborhood, there are broken down vehicles sitting on properties that haven’t moved in years and that there are even appliances sitting out in yards. They also stated there are yards that are not being mowed. The letter asked the board to take action on this matter to prevent the town from getting worse. Young reported that we need to do something now if we want the town to look good for the 150th Anniversary. Reves reported that there are approximately 10 properties in town that need letters to clean up their properties. However, last year the board decided not to send letters unless there was a written complaint. Schaefer stated that if a board member sees something, that we could send a letter. Schaefer stated that he believes our town is superior in comparison to other small towns. He reported an observation he had in David City that made Duncan look amazing in comparison. Evans requested that the board members provide her with the names and/or addresses of the properties that need letters sent and she would send them letters. Michelle Oppliger stated that she realizes that Duncan may not be worse than other towns but that we should still want to be better. Schaefer reported that he has a problem with anonymous complaints. He struggles with this. He understands if a property is so bad that it is hurting others’ property values etc., however, he prefers to worry about his own business and let people worry about theirs. He does not think it is right to go drive around and pick on certain people. He stated that if you pick on certain people, they could easily protest stating that we do nothing about the junkyard up the hill. Staroscik stated that it is a business. Evans reported that according to our ordinances, the junkyard is to have a fence around it so that it is not visible from the road. Schaefer reported if using that justification, then anyone could say that their junk cars are their business and they are working on them etc. Schaefer stated that the junkyard up the hill was one of the reasons for the decision last year to send letters only if we receive a written complaint. So that, if a neighbor complains, we would then send a letter about the violation and request they become compliant. Evans stated that if we send letters to clean up properties that it should be sent to all that are in violation. Not just a few. Boruch suggested sending a reminder letter to the entire population with a copy of the ordinance, to remind people of our ordinances with regard to keeping property clean and mowed. Evans reported that when she sends violation letters to anyone, for anything, that she always sends a copy of the ordinance that it pertains too as well as a copy of ordinance 10.99 which applies to fines. Evans also reminded the board that the ordinance regarding mowing, states that the vegetation cannot be over 12 inches. She stated that some people are complaining about lawns that are not over 12 inches. Young brought up about having a yearly, town clean up again. She asked if people could take old appliances to the junkyard in town and if Gary Schlesinger (Big Red Sanitation) would possibly help with hauling town clean up garbage. Reves stated that the last time the Village did a town clean up, the Village was charged extra for Big Red Sanitation to pick up all the extra garbage. Young stated that it would be worth asking and if he says no, we can look at other options. Young stated that we need to do something now about these properties so that the town looks good by the 150th Anniversary. No further discussion on this subject.

**Departmental Reports:**

**Parks & Recreation** No report.

**Utilities (Water/Sewer-Reves)** Reves reported that he had Drain Surgeon come out two times this month for plugged water main lines. He stated that Drain Surgeon’s report read that the cause was grease/soap, tampons and toilet paper. He reported that the recent plug was on Vernon Lane. He reported that the bill was approximately $450 each time. Schaefer asked if there is a chemical or something we could dump down the mains in order to break up clogs. Reves responded there is something but it is expensive and, we could fix the problem with some education to the residents on what not to flush. Reves reported that the brand/type of toilet paper used makes a big difference. He stated that Charmin is the worst kind to flush as it does not dissolve very quickly. He stated that any of the toilet papers that do not dissolve quickly are not good to flush. He also stated that a lot of people are going to the low flow toilets and front load washing machines. This does not create enough water and pressure to wash out the lines. He stated that the low flow toilets only use 10 gallons of water per flush as compared to 50 gallons with the old toilets. Reves reported that Evans would send a letter or flier out to the residents of Duncan that will educate them on what not to flush. Reves then reported on the sewer system. He stated that there are 2 pumps down at the lift stations. He stated that one is down due to the power outage last week. He stated it blew a fuse but he had since got it running. The other is showing a seal leak however it may be something else that will be a cheap fix. He stated the other pump is acting as it did last year when they found a trash bag had been sucked up into it. He stated he will have to pull it up to see. Reves reported on the water system efficiency testing as well. He stated that Sargent completed an efficiency test on the wells. The newer well is working ok at 75% efficiency. The old one is at 58% efficiency and Sargent reported that at some point it will fail to start. They were unsure it would even make it another year. Reves stated that an estimate for the well to be fixed was $18,179. Evans asked what a new one would cost and Reves reported he wasn’t sure. Schaefer found the fix price to be high as he knows an irrigation well could be put down for $25 thousand dollars. Although he does not know what the differences are between that and the Village wells. He stated he would call Grosch to check the differences in cost for a new well as compared to a repair.

*Garage Doors Bids* Reves reported that the bid from Clinton Calm came in $2700 higher than Dahlberg’s bid. Schaefer asked if the estimates were comparable as far as product and work to be done. Reves believed it was comparable. Boruch suggested having Overhead Door give an estimate and then the board decide on who to use. He suggested on finding out who can get the job started and completed sooner as well since the weather may get cold very soon. The board agreed that they will wait for one more bid and then decide before the next meeting so that they can get it started and completed prior to any bad weather.

**Planning & Zoning** Reves reported to the board that the Boystown Day School has leased 2 modulars to place on the ground near the basketball hoops next to the concrete slab. They are expanding and have been in contact with Reves about the setbacks etc. They are not planning to hook up bathrooms this year. However, next year, if they grow as expected, they will be using 4 of the 4 classrooms and installing bathrooms to them all. They have already installed lines and when needed, Reves will hook up a meter for them.

**Clerk** No report.

**Treasurer** Laska reported that there is a bill to the Urgent Care that was for Reves due to an injury while on duty that required stitches. She reported that it would be cheaper to just pay the bill than to turn it into the Workman’s Comp Insurance. Laska reported that the Countryman Budget Workshop was $700. She stated that may not be needed every year. She reported that the phone bill has finally been reconciled and is actually a little cheaper this month than it will be in the coming months. Internet will also be added to the treatment plant in order to give Reves the ability to control and see alarm systems from the internet wherever he is. Since there is only a phone line there, it should not cost much more to add internet due to the bundling packages. Schaefer reported that Birkshire Hathaway wanted to give an Insurance quote to the Village. However, Schaefer told him that we are happy with who we have now.

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 on the Thursday prior to the meeting. The next regular meeting of the Village Board of Trustees will be on **Monday, November 13, 2017 at 7:00 PM.**  Being no other business, adjournment was made by Schaefer at 8:12p.m.

Minutes recorded and submitted by: Mari Evans (Clerk)