

VILLAGE OF DUNCAN BOARD MEETING

October 9th, 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 7:01 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, Nick Wagoner, Jerusha Ratcliffe and Joe Boruch. Steve Langton was absent. Also in attendance, was Village Staff: Marianna Evans, Michelle Schindel and Doug Michalak. 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 Sept. 18, 2023 meeting was made by Ratcliffe, second—Denbo. Voting aye—Denbo, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.*

Unfinished Business:

Veteran's Memorial No representative present. The Chairman moved on with next agenda item stating that the Village will no longer address this issue unless it is requested on the agenda again. The Board agreed.

6th Street Repair Bids Platte Valley Precast bid was \$3,264.00 to repair the dip across 6th Street. Boruch Masonry bid was \$3,342.00. After a brief discussion, a motion to approve the Boruch Masonry bid was made by Boruch, second—Denbo. *Voting aye—Denbo, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.*

New Business:

Proposed Clerk as Town Notary Evans reported that the total cost to become a notary was estimated to be \$180. She stated that she would be willing to obtain the certification. The Board discussed and decide it would be a nice benefit to the people of Duncan. A motion to approve Evans to obtain notary certification and be the town notary with a fee of \$5 for non-residents and free to residents was made by Wagoner, second—Denbo. *Voting aye—Denbo, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.*

Proposed Water Conference Attendees Reves, Michalak and Jarecki need approval to attend. Board members are able to go for free with exception of gas and hotel. A motion to approve all employees and board members interested to attend the water conference in March 2024 was made by Boruch, second—Denbo. *Voting aye—Denbo, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.*

Clarification on Payroll (Zoning Admin.) Evans stated that Reves is receiving hourly pay as well as his Zoning Administrator monthly fee. She asked the board for clarification on whether they wanted to continue paying both or to only pay monthly fee. The board agreed to keep paying Reves for both his hourly wage and zoning admin. Fee for zoning hours worked. A motion to pay Reves both hourly wage and monthly zoning admin fee was made by Boruch, second—Wagoner. *Voting aye—Denbo, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.*

Proposed Maguire Iron Water Tower Maintenance Contract Evans reported that the last contract that was approved was incorrect and that this one has maintenance every 4 years as previously done. A motion to approve the contract with Maguire Iron at \$2,175 every 4th year for tower maintenance was made by Wagoner, second—Denbo. *Voting aye—Denbo, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.*

Departmental Reports:

Utilities Michalak reported that the crack sealer sold on Big Iron for \$1,750 minus Big Iron commission (16%) \$280. The Village made \$1,470 total from the sale. He also reported that he purchased the mower and side by side as approved with the budget. The mower was \$17,950 and the side by side was \$10,500. They are both being added onto the Village insurance. Michalak stated he will need to change the oil and fluids in the side by side. The mower was from Woods Mower in Silver Creek, NE. The side by side was from Off Road in Columbus. Michalak also reported that Obrist should be finishing up the next day on the Bumpy Rd. water line. He stated that the street maintenance scheduled is complete. Wagoner stated that he spoke with Jarecki about continuing to work as the Back Up Maintenance person for the Village. Wagoner stated that Jarecki stated he would like to continue it. Wagoner stated he relayed to Jarecki the importance of being available when needed for help. It was noted that Michalak had requested help from Jarecki to flush hydrants and Jarecki was not going to be available for 2 weeks to help. Evans reported that she is still waiting for new hire paperwork and copy of his social security card. She has not received any timesheets yet from him either.

Parks & Rec. Wagoner asked about the new mulch for the park. Evans stated that they will wait until spring to add new mulch to the park. Wagoner agreed to wait.

Planning & Zoning no report.

Clerk Report no report.

Treasurer Report & Updates—Approval of Bills Schindel reported that she got the budget submitted on time to the county and to the state. Schindel presented the monthly recap from last month—amended, to the Board. The Board reviewed all bills. The Board reviewed the amended and current recap and a *motion to approve all bills as reported was made by Denbo, second—Boruch. Voting aye—Denbo, 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 **November 13, 2023 at 7:00 PM.** Being no other business, adjournment was made by Wagoner at 7:45p.m.