

**VILLAGE OF DUNCAN BOARD MEETING
BUDGET PUBLIC HEARING
ONE & SIX YEAR ROAD PLAN PUBLIC HEARING
September 14th, 2020
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 7:00 PM by Chairperson Jeff Oppliger. 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 Nick Wagoner, Paige Young, Jeff Oppliger, Josh Dahlberg and Joe Boruch. Also, in attendance, were Village Staff: Marianna Evans, Don Reves, Michelle Schindler and Stephanie Laska. Visitors present were: Betty Kropatsch, Gary Schlesinger, Steve Langton, Scott Cowles (JEO-Street Superintendent), Alexa Hazellar (JEO) and Erica Siemek. Everyone was able to hear all members, employees and visitors present. The Pledge of Allegiance was recited by all in attendance. *A motion was made to approve the minutes from the August 10th, 2020 board meeting with correction being made to record Young as absent on the July 13 minutes approval, by Dahlberg second—Boruch. Vote was as follows: voting aye—Wagoner, Young, Oppliger, Dahlberg and Boruch. Voting nay—none.* The Chairman carried the motion. Oppliger asked the audience if there were any non-agenda items that needed presented to the board. No one presented to the microphone for non-agenda issues. Oppliger continued with the scheduled agenda.

Old Business:

Proposed Park Internet Access Oppliger asked if anyone had tried to gain access to the Village open wifi from the park. Evans stated that she was able to walk the entire park and get ‘almost full bars’ for wifi reception. Young stated that she was able to connect but she shut it off. Oppliger stated that the access is already there but wondered if he should talk with Applied Connective about restricting the use. He stated that he would speak with them about the cost/effort it would take to somehow protect or restrict access to the open connection. He stated that he didn’t think the wifi was being bogged down. Evans agreed that she has not had problems with it. Oppliger stated he would check with Applied Connective more about security with access on the Village open wifi.

Proposed Park Security Cameras Oppliger stated that the wireless security camera system has already been implemented. He stated that it was mounted above the shop garage doors, with visibility of the entire park. He stated that we have a big investment and need visual proof of damages if they happen. He reported that the system is battery operated and requires no maintenance. It records and stores a certain amount of days in the cloud. Boruch asked if it was already in use. Oppliger stated ‘yes’. Wagoner asked if it is motion sensitive. Oppliger replied, ‘yes’. Kropatsch presented to the microphone and stated that she did not read in past minutes where the board had motioned to approve this. She stated that ‘you have to follow procedures before doing it.’. She stated that there are procedures to follow and you cannot just do things and then get them approved later. She agreed that the camera would most likely be approved, however, you cannot just take action and then put on the agenda and approve it later. She stated that she wondered what else has been done this way. She reiterated the importance of following procedure and not taking action or spending Village money prior to getting a motion and approval. Dahlberg projected that he had ‘...bought the camera and donated it to the Village.’. So, the Village didn’t pay for it. Kropatsch stated that she just wanted to let the board know that they need to get approval prior to taking action or purchasing items for the Village. Oppliger thanked her for her opinion. *A motion to approve the park security camera mounting and reimburse for the purchase, was made by Young, second—Boruch. Vote was as follows: voting aye—Young, Oppliger, Dahlberg and Boruch. Voting nay—Wagoner.* The Chairman carried the motion.

New Business:

Open Public Hearing for 1 & 6 Year Road Plan Oppliger opened the public hearing at 7:08pm. He verified proof of publication when Evans showed him the Affidavit of publication in the Columbus Telegram. Cowles presented to the microphone to educate the board on the 1 & 6 Year Road Plan and what he does. He explained that the program funds come from gas, motor vehicle registrations and taxes. He stated that half of all funds are given the state highways. 25% are given to the county, and the other 25% are divided up between the towns, based on their population, lane miles and motor vehicle registrations. He explained that a lane mile is 10 feet of road. He gave the example of Duncan’s Main Avenue. He stated that it is 50 feet wide, so it counts as 5 lane miles. He stated that the lane mile report is updated every year. In order to receive funds, a town has to have a 1 & 6 Year Road Plan, show fiscal report of street funds, update lane mile report and appoint a street superintendent. Cowles stated that towns are given a \$600 incentive for the street superintendent. He stated that for the funds received, the town must match 25 cents on the dollar. He explained that those funds can be spent on anything that could be tied to the streets. For example, he stated that a town once bought a lawn mower from the street fund due to the need for mowing the ditches. Cowles then went over the current plan. He observed the street project planned for next year with a mill and overlay for the highlighted streets (13th street to city limits; Main Ave-North of RR tracks; Main Ave south of 5th street to the city limits. Reves reported to Cowles that the Village will be in an interlocal agreement with Platte County for that area, due to their need to resurface county roads that connect to Main Ave. They offered to resurface the middle 22 feet of our Main Ave. Reves reported that we will need an engineer involved with redoing the dip on Main Ave. as well. He stated the county engineer required plans from an engineer for approval before we can do it. The board agreed to hire JEO engineers for our part of the entire street project due to the extra streets that we will be including, other than county related road. That included 8th, 9th, 10th and 11th streets. Cowles stated that he would have John Bubby (JEO engineer) contact Reves to discuss the dip and get started on that plan. Cowles stated that we should be able to do the dip for less than the \$30k which would require more procedure, which will save some time/money for the Village. Boruch asked about the estimated cost listed on the plan per Cowles. Cowles stated it is only an estimate and not actual. Oppliger reminded Cowles that whatever we do, it has to be approved by the county before we start. Cowles

stated his understanding and said that he would coordinate with Mark Manilli (Platte County Engineer). *Motion to close the hearing was made by Dahlberg, second—Young. Vote was as follows: voting aye—Wagoner, Young, Oppliger, Dahlberg and Boruch. Voting nay—none.* The Chairman carried the motion at 7:26pm. *A motion to open the hearing back up at 7:28pm, due to time limit of one hour not reached, was made by Young, second—Dahlberg. Vote was as follows: voting aye—Wagoner, Young, Oppliger, Dahlberg and Boruch. Voting nay—none.* The Chairman carried the motion.

Open Public Hearing for Budget 2020-21 Oppliger opened the public hearing for the 2020-21 budget/property tax at 7:28pm.

New Business:

Extra Park Mulch Oppliger asked what the extra mulch is being used for. Young and Dahlberg stated that it will be spread at the park. Oppliger asked Reves if he could dump the rest at the park so that it is not open to everyone to just take. Oppliger asked for volunteers to help load, dump and spread the leftover mulch at the park. Oppliger volunteered. As did Dahlberg and Young. Dahlberg suggested putting mulch over the ‘bad’ wood chips that were put by the west fence. They discussed when and decided to tentatively schedule the project for Thursday evening.

150th Celebration Committee Report & Proposed Budget Schlesinger stated that the planning is coming along well and that they will know more specifics after their next meeting. He reported that the budget requested is only to pay the bills. He stated that he does not include the revenue that they will bring in at events/fundraisers. However, they need something to plan things and put deposits down with. Evans asked Oppliger if the \$50k was added on the Village final budget for the 150th. Oppliger stated that he thought it was. Evans reminded the board that they had previously only approved paying invoices for the 150th at the monthly board meetings with all the other bills. Schlesinger stated they would sometimes need money that cannot wait that long for approval. Evans suggested the board motion to allow for the Village to approve and pay as needed, up to the \$50k. *A motion to approve up to \$50k for the 150th Celebration with bills to be paid as needed was made by Young, second—Wagoner. Vote was as follows: voting aye—Wagoner, Young, Oppliger, Dahlberg and Boruch. Voting nay—none.* The Chairman carried the motion.

Main Avenue Dip Project Oppliger stated this was taken care of with the 1 & 6 discussion. He stated that Cowles will get this started and coordinate with the county engineer for approval.

Proposed Directive Sign to Ball Park & Cemetery Young reported that she has had numerous people ask her where the ball park is. The board referred to their copy of the pictures of two different size signs that Young gave as choices. The board discussed shortly and decided they would like the larger sign and to post it to the light/phone pole at the corner of Main Ave. and 10th street. Reves reminded the board that they would have to get approval to post anything to the light/phone pole. He stated if it is the power pole, then Loup Power must approve. If it is a phone pole, then Frontier would have to approve before anything is posted on it. Further discussion concluded to mount the sign ourselves on a 4X4 or metal post. Young stated that the larger sign is \$59 and the smaller is \$36. *A motion to approve the purchase of post and 18X24 inch sign was made by Young, second—Wagoner. Vote was as follows: voting aye—Wagoner, Young, Oppliger, Dahlberg and Boruch. Voting nay—none.* The Chairman carried the motion.

Proposed Kiosk Sign The board referred to the handout with the picture of a kiosk sign/board that Young stated she would like to put in the park. She explained it was made of a heavy plastic and had several sized areas to post ads or announcements etc. for the community. She suggested that the Village could charge a \$20 fee per month for advertising on it. She stated the entire size is 60”X48”. Young stated that the Duncan logo is at the top and that a special thanks would be listed on the bottom of the board to B-D Construction for all of their work and donation to the park. She stated the cost of the kiosk was \$764. It was also mentioned to possibly make a large poster to thank all who have sponsored/donated to the park. Dahlberg stated that placement would be under the Southeast tree at an angle facing the sidewalk. He stated that mulch would be added around the bottom. Boruch asked if approval would be needed by the Village in order to post on it. Young answered ‘yes’. Young reported that we would also have a shipping cost with this kiosk. Young stated that there is \$5,250 received so far from Picket sales. Oppliger recognized all the work Young has done on getting donations. Schlesinger asked if the picket fence was costing the Village anything. Young stated that the donations received thus far are covering the install of the picket fence. And, that she plans to receive more picket donations. Schlesinger stated he wanted to be sure that the fence was all paid for prior to paying for it to be put up. Reves brought up the issue he found that the plan for the picket fence to go on the north sidewalk was not possible due to zoning regulations. He stated that the lot pins are 3 feet in from the sidewalk and you cannot place a fence on a Right of Way. Reves stated that the East side is ok due to the edge of the sidewalk being on the property line. Young stated that she could fit 100-120 pickets on the East side. She and Dahlberg briefly discussed other options for placement. One suggestion was around a tree. They will further discuss the issue on their own. Oppliger asked Reves if that was something that zoning should have approved. Reves stated that playgrounds don’t have anything to do with Planning and Zoning Committee. Reves stated that he even spoke to Jeff Ray (JEO—zoning expert) and was told that the Village must abide by the same rules that everyone else does. Oppliger stated we will need to revisit the placement of those pickets on another agenda. Evans asked what company the sign was made by. Young stated it was a company out of Wisconsin called Lake Country Sign. Young stated that Andrew (Playground salesman) referred her to them. She stated that Andrew told her it was the only place he had ever gone to about the kiosk type sign/board. Boruch asked about the possibility of using a local sign company. Oppliger stated he felt better using a company that has more experience with this. Young stated that we would have to purchase posts to mount. *A motion to approve the purchase and placement of a Duncan Kiosk/Sign was made by Dahlberg, second—Young. Vote was as follows: voting aye—Wagoner, Young, Oppliger, Dahlberg and Boruch. Voting nay—none.* The Chairman carried the motion.

Proposed Quote for Picket Fence Young stated that for the posts and rails for the entire picket fence set up was quoted by No Sweat fencing at \$2,972. She stated that, to have them install, it would cost \$1,400. Reves asked

how long the rails were. Dahlberg stated that there are 20 sections with 12 planned for the North side and 8 for the East side and 2 sections for the corner. Young stated that she would start on the East side for now due to learning about the property line on the north side. Evans asked about the solar caps that were on the quote. Young stated those could be bought later, once we get more donations. The color of the posts and rails will be 'chestnut brown', according to Young and Dahlberg, with white pickets and blue lettering.

Adopt Budget for 2020-21 R20-240 – Adopt Property Tax Set and Additional 1% R20-241 Oppliger acknowledged the affidavit from the Columbus Telegram of the budget publication. Laska presented to the microphone and went over the property tax document and numbers as well as the budget. She reported that there were some things that the Village could not do on this next budget. She stated that there was \$104,800 requested on the water account and she could only do \$75,000. Reves stated that the priority would be to paint the water tower. He stated that he spoke with McGuire Iron and they advised him that if we wait 3 years to paint, it will be much larger a scope of a job that will end up costing the Village a lot more money due to having to scrape down old paint and possibly have to deal with lead from an old layer of paint. That would increase the price to \$250k-\$300k, instead of \$72k. He reminded Laska that McGuire Iron had already agreed to let us pay half this fiscal year and half the next fiscal year. Laska then stated that they may be able to replace the hydrants needed as well. No further discussion or questions about the budget. *A motion to close the budget public hearing at 8:11pm was made by: Young, second—Dahlberg. Vote was as follows: voting aye—Wagoner, Young, Oppliger, Dahlberg and Boruch. Voting nay—none.* The Chairman carried the motion. *A motion to adopt Resolution R20-240 (Budget 20-21) was read in full and made by Young, second—Dahlberg. Vote was as follows: voting aye—Wagoner, Young, Oppliger, Dahlberg and Boruch. Voting nay--none.* The Chairman carried the motion. *A motion to adopt Resoultion R20-241 (Set Property Tax) and additional 1% was read in full and made by Young, second—Dahlberg. Vote was as follows: voting aye—Wagoner, Young, Oppliger, Dahlberg and Boruch. Voting nay—none.* The Chairman carried the motion.

Adopt One and Six Year Road Plan R20-239 *A motion to close the One and Six Year Road Plan Hearing at 8:14pm was made by Young, second—Dahlberg. Vote was as follows: voting aye—Wagoner, Young, Oppliger, Dahlberg and Boruch. Voting nay—none.* The Chairman carried the motion. *A motion to pass resolution R20-239, after read aloud, was made by Dahlberg, second Boruch. Vote was as follows: voting aye—Wagoner, Young, Oppliger, Dahlberg and Boruch. Voting nay—none.* The Chairman carried the motion.

Adopt R20-242—Sale of Extra Swings Young explained that with the delivery of the new park equipment, there were 4 extra swings received. She stated that Andrew knew of a park that needed some and thought the swings could be sold to them so he asked her to sell them to that park. *A motion to pass R20-242 was made by Young, second—Dahlberg. Vote was as follows: voting aye—Wagoner, Young, Oppliger, Dahlberg and Boruch. Voting nay—none.* The Chairman carried the motion.

Proposed Contract for Water Tower Painting Reves explained that in order for the Village to get the tower painted in time for the 150th Celebration, it will have to get done this fall. Maguire Iron and Reves spoke about possible timeframes. He stated that it will be done in 2-3 weeks before it gets too cold out. Reves stated that as soon as they received the signed contract, they will get started. He reminded the board that the total cost of this will be paid over 2 budget years—this year and then next year. The chairman looked over the contract and discussed briefly with the board. *A motion to approve the contract for \$78k, with Maguire Iron, to paint the Water Tower was made by Boruch, second—Young. Vote was as follows: voting aye—Wagoner, Young, Oppliger, Dahlberg and Boruch. Voting nay—none.* The Chairman carried the motion.

Park Account Debit Card Name Change Oppliger stated that the card is currently in Young's name and she will not be refiling for the board this November. So, they would like to put Dahlberg's name on it. Laska stated that she would get that changed when she gets Michelle's name put as treasurer at the bank as well. She asked Young to return the debit card to the office. *A motion to take Young's name off and add Dahlberg's name onto the Park account debit card was made by Young, second—Wagoner. Vote was as follows: voting aye—Wagoner, Young, Oppliger, Dahlberg and Boruch. Voting nay—none.* The Chairman carried the motion.

Proposed Hourly Wage for Outgoing Treasurer Oppliger explained that Laska is salary right now and that she has offered to continue helping when needed after her resignation date. She had asked for an hourly wage in regards to that. The board discussed briefly and a *motion to approve Laska's hourly wage to \$25/hr as needed after her resignation date was made by Young, second—Dahlberg. Vote was as follows: voting aye—Wagoner, Young, Oppliger, Dahlberg and Boruch. Voting nay—none.* The Chairman carried the motion.

Proposed Water/Sewer Rate Increase Evans reported that this is the first year that we have not had an increase in the water rates in the last 4 years. Schlesinger presented to the microphone. He stated that if the town was losing money, he could understand raising the rates. However, he reported that the town had a profit of \$12k over the last year. He stated that with the sewer outfall loan being paid off, that will allow another \$29k next year to add to profit. He stated that the water tower will soon need to be replaced and that would be cause to increase the rate, but not now. He stated he understood the last few years of raising the rates due to no board ever raising the rates in the last 25 years. He suggested that the board decide on a certain percentage per year to raise it consistently. He stated that people would then be able to expect a certain amount every year, instead of an unknown amount at an unknown time. He does not agree with raising the rate now and wanted the board to know that and that raising the water should be justified. Boruch explained the Village had a plan in raising the rates over so many years. Evans clarified that by adding that plan is completed and the continued plan was to have NRWA come out after at least one year of no rate change. NRWA would complete a research study to find out what we are making and losing and where our rates should be, in order to not lose money. Evans stated that it was even suggested that they find a sewer rate based on water usage since everyone is paying the same \$40 fee. She stated that it would make it more fair for the little old lady who lives alone as compared to the family of 8 that are using the sewer a lot more. She stated that the NRWA guy could give us an idea on whether or not it would equal out to the same amount that we already get for sewer. She stated that we do not have sewer meters, therefore, we cannot actually read usage of the sewer. Reves interjected that the water usage considered for sewer

rates would be taken from winter months such as January and February, so that it is not a high usage month in the summer. Oppliger stated that this was on the agenda to be discussed and that they weren't increasing the rates today. Schlesinger reiterated that any increase should be justified in the books. He also stated that no money from the water/sewer account should ever pay for anything unrelated. He stated, even into the general fund. Laska stated that according to Jill Clay (accountant for budget), we are not out of the red yet in the water department. She stated we may be in the black next year. Oppliger suggested reaching out to NRWA and get started on the study. Dahlberg also stated that we had a plan and we should bring them in to see where to go now. Reves stated he would get ahold of NRWA (Hellbusch) and let him know to do the survey.

Proposed Loup Power Contract Evans reported that this is a 20 year contract with Loup Power. She stated that the Village receives a rent service from them twice a year...several thousands of dollars, for their profit of selling electricity to Duncan residents. She stated that the last contract was signed in 2001. This one needs to be signed to last until 2040. She reported that the Village receives 10% of their profit right now and this contract will increase that to 11% next year, but stay at 11% until 2040. She stated that this contract is very thick and important and long, that the attorney is looking it over to make sure it is all kosher. She stated that he had also received a copy of the contract and reached out to her asking if we would want him to look it over and give comments. Evans stated that after he is done, she will bring it to the board and present it and the board will then vote on it. The board had no questions or discussion. Oppliger postponed the contract to a future agenda as needed.

Departmental Reports:

A. Utilities Reves reported that he went to check his core meter for Nitrates and it was malfunctioning. He stated he called the company for repair estimates and was told that the repair would cost approximately \$658. And a new one is \$1,527. Reves suggested the Village purchase the smaller version of it which is smaller and doesn't do as much. However, he stated that he does not need one that does all the stuff this one does. He stated, if we started testing for all the other things, we could get it then. However, the new, smaller meter price is \$468. The board agreed. Reves then reported to the board, on the sewer seminar that was held at the Duncan Fire Department. He stated there were about 30 people there and it went very well. He stated he received a lot of compliments and that they would love to have more seminars there. Reves publicly thanked Carla Dahlberg for supplying the donuts and coffee/tea for a discounted price. He stated it was a big success. Reves then stated that he did get a few street light bulbs replaced by Loup Power. Dahlberg suggested Reves ask Loup about getting all LED as they stated we could. Evans reminded that Loup Power had put the Village on a list to change out all our street lights to LED for no charge.

B. Parks & Rec. no report.

C. Planning & Zoning Reves reminded the board of the storage units going up on the west end of town. He stated that he was approached to bring in a house structure and placing it on a foundation on a property near the new storage units. Dahlberg stated to Reves that a resident is wanting to get rid of his property and it happens to be right where a water line is underground in the middle. So if someone put a house there, it would be right on top of the water line. Reves stated that he had previously spoken about this and suggested the two owners talk to each other and with the Village and maybe the Village could help get that moved properly. Oppliger stated that we could discuss this further on a future agenda if needed.

D. Clerk Report No report.

E. Treasurer Report & Updates—Approval of Bills Laska stated bills were usual. She went over the larger bills and income. She introduced Michelle Schniley as the new treasurer. Laska stated she trained Saturday and tonight and will more. No other questions/concerns were brought up regarding the monthly recap. *A motion to approve the bills as recorded was made by: Young, second—Wagoner. Vote was as follows: voting aye—Wagoner, Young, Oppliger, Dahlberg 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, AJ's C-Store and the Village website on the Thursday prior to the meeting. The next monthly meeting will be on **Monday, October 12^h, 2020 at 7:00 PM.** Being no other business, adjournment was made by Oppliger at 8:57 p.m.

Minutes recorded and submitted by: Marianna Evans (Clerk)