

VILLAGE OF DUNCAN BOARD MEETING
May 8th, 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 7:00 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, was Josh Dahlberg, Thaine Saunders, Todd Paczosa and John Krager (JEO). Village Staff present were Marianna Evans, Doug Michalak, Don Reves and Michelle Schindel. 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 April 13th meeting was made by Ratcliffe, second—Langton. Voting aye—Langton, Wagoner, Ratcliffe and Boruch. Denbo abstained due to being absent for that meeting. Voting nay—none. The Chairman carried the motion.*

Unfinished Business:

Water Project Amendment 2 Krager presented a new design for the west side portion of the project due to property owners' concerns and not agreeing to easements. The design for that area will now require easements with only the church. Krager presented the document to the Board that showed the projected cost of this design change. He presented the cost at \$29,900 for the redesign and survey of the water project. Wagoner stated that he felt it was a lot of money to change our plans for that reason. *A motion to approve the Water Project Amendment 2 was made by Boruch, second—Langton. Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Brouch. Voting nay—none. Chairman carried the motion.*

Water Project—Consider and Award Bumpy Road Bid Krager took bids on 4-25-23. He reported there was one bid from Obrist for \$125,512. He reported the estimated price was calculated at \$155,000. So this bid is much lower. Krager stated that JEO would recommend awarding the bid to Obrist. H stated he would put the contracts together and get them out to Obrist. *A motion to award the Bumpy Road bid to Obrist was made by Boruch, second—Langton. Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Brouch. Voting nay—none. Chairman carried the motion.*

New Business:

Employee Evaluation (Maintenance Back-Up) *Motion for the Board to go into executive session on this matter to prevent the needless injury to the reputation of the individual being discussed was made by Ratcliffe, second—Boruch. Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Brouch. Voting nay—none. Chairman carried the motion.* The Chairman noted there were no rebuttals from employees and carried the motion to go into executive session to prevent the needless injury to the reputation of the individual being discussed. Wagoner noted the official time of 7:20pm. The Board invited Reves to attend with them. All left to the back office for their session.

Open session reconvenes at 7:38pm. *A motion to resume open session was made by Langton, second—Ratcliffe. Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Brouch. Voting nay—none. Chairman carried the motion* Wagoner asked Saunders what his intentions with regards to quitting or staying on. Saunders stated that he knows he was telling others that he would quit if he didn't get the full time position but would rather not quit. Wagoner reported that after discussion of the Board, the Village would feel better if we made a change. Saunders agreed and left the Village. He returned a few minutes later to return his keys. *A motion to discharge Saunders of his Back-Up duties position was made by Denbo, second—Langton. Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Brouch. Voting nay—none. Chairman carried the motion.*

Bac-up Water/Maintenance Job Posting Evans reported that she would like approval to post for the position for one week. The board agreed and *a motion to approve posting for Back-Up Water/Maintenance job for the current wage rate was made b Denbo, second—Langton. Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Brouch. Voting nay—none. Chairman carried the motion.*

Cell Phone Stipend for New Employee Evans reported that since Michalak has his own cell phone and prefers not to have two phones, it is standard for Villages to provide a stipend to the employee of the cost for a cell phone service. Evans reported that the Village pays \$40/month for each cell phone line of service. *A motion to approve \$40/month stipend for Michalak was made by Langton, second—Denbo. Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Brouch. Voting nay—none. Chairman carried the motion.*

Temporary On-Call Status for Don Reves Reves explained that Michalak would certify for water license in July and that hopefully whomever the new back up will be can go to the class by September. Evans explained that Reves will still be the Village Water Operator since he is the only one with a water license now. She stated that he would still need to take phone calls of questions about anything. He is also still available for water project and can still act as the Zoning Administrator. The board agreed and *a motion to approve Reves as an On-Cal employee with the same hourly rate of \$30/hr and \$100/month on call pay was made by Wagoner, second—Langton. Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Brouch. Voting nay—none. Chairman carried the motion.*

In Town Storage Containers Reves reported that Tbone 2 was requesting to put several on their property next to the highway. Evans reported that the concern was the expensive digital sign the Village is paying for and those storage containers sitting next to it. Evans stated that the P&Z Committee instructed Tbone 2 that they may approve if there was a privacy fence enclosing them. There has been no other requests since. Reves stated that he thought the Board should be aware that there are already a few in town on resident's properties. Evans stated

that she had communicated with Jeff Ray and he suggested wording to amend the P&Z ordinance but that the P&Z Committee would have to begin the process to amend an ordinance. The Board agreed they did not want to allow these units within city limits. Evans stated she would email the P&Z Committee for further action.

Public Retirement Reception Evans reported that she would host a public reception for Don Reves' retirement from the Village on May 15th from 5pm-8pm. in the Village Hall with approval from the Board. She gave the board copies of the ordinance that allow for up to \$1,000 for a public retirement reception and dinner for someone with at least 10 years with the Village. The board agreed and decided to provide hot dogs, chips, cake and pop/water. Evans stated she would purchase everything and set it up. *A motion to approve up to \$1,000 for a public retirement reception for Reves was made by Denbo, second—Bouch. Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Brouch. Voting nay—none. Chairman carried the motion.*

Wagoner stated he would like to skip agenda item 'retierment gift' as he was not prepared to report.

Departmental Reports:

Utilities Reves reported that Evans sent a letter today to Ron Stpock about the easement since he has not heard anything from him. He had agreed to call Reves while on the road a few weeks ago and never did call. Reves has tried calling and texting with no response. The Stock easement is the only one we are waiting for affirmation from in order to get started on that phase of the water project.

Parks & Rec. Dahlberg presented to state that the park camera needs to be working again due to the damages he is finding at the park. Evans stated that she would email Jeff Oppliger for the sign in information and get it up and running again. Dahlberg stated he is hoping to dig the holes for the posts for the shade structure this weekend. He is considering options for the tarp due to worrying that certain kids may jump onto it and get hurt and destroy it. He listed some of the damages he has noted. Eans stated that we should be reporting these damages to the Platte County Sheriff Dept. and maybe with video footage, they canhelp with the problem kids that are causing all of the problems. Dahlberg also suggested topping off the much in the park as a lot of it has blown out etc. Evans stated that Reves was reviewing options for the mulch in the park. Dahlberg stated that it took two truck-loads the last time for filling it. Reves reported that he would suggest going with putting the rubber mulch instead of wood mulch due to it does not require as much replacement and you can get any color and it retains the color well. He stated that we may not need that much if we just put it over the top of the mulch that is there now.

Planning & Zoning no report.

Clerk Report Evans stated that next month will be Board Goals and explained the process the Board will go through to choose a top three. She reminded the Board that the 1 & 6 Year Road Plan will need a 6 year plan since we have completed paving most the roads in town. She stated it will be on the agenda next month.

Treasurer Report & Updates—Approval of Bills Schindel requested that the Board approve the amended recap from the last month recap that she had them initial. Evans stated that they needed to actually vote on it, not just re-initial. *A motion to approve the last month amendment to the recap was made by Ratcliffe, second—Denbo. Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Brouch. Voting nay—none. Chairman carried the motion.* Schindel handed out monthly recap reports to the board. The board reviewed all bills. *A motion to approve all bills as reported was made by Ratcliffe, second—Langton. 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 **June 12, 2023 at 7:00 PM**. Being no other business, adjournment was made by Wagoner at 8:33p.m.

Minutes recorded and submitted by: Marianna Evans (Clerk)