

VILLAGE OF DUNCAN BOARD MEETING

August 14th, 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 7:09 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 Village Staff: Marianna Evans and Doug Michalak. Michelle Schindel was absent. Others in attendance were: Josh Dahlberg, Pave LLC. Representative Lauren. 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 July 10th meeting was made by Langton, second—Ratcliffe. Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.*

Unfinished Business:

Street Maintenance Plan & Contract Michalak explained the maintenance plan for the new roads in town. He stated that we could have them all done over the next three years, to include reconditioning and crack sealing one section each year. Once we are caught up after the 3 years, we can recondition a section every 2-3 years. Evans reminded the Board that there was a sample patch provided by the company last month at 8th Street and 10th Avenue. She explained that the west end of town was put on the budget for next fiscal year do be completed first. Then the south side of town would follow the next year and then the north side the following year. However, she explained that after speaking with Don Reves, he had suggested starting with the south side first since we recently had the cracks sealed on the west side. Evans also reported that the current contract to approve only includes the west end and the south end of town. So, there will be a separate contract when it comes time for the north side of town. Pave LLC Lauren presented his product and stated that maintenance is very important especially now that asphalt and concrete prices have gone up so much. Boruch suggested starting with the west end of town so that we can have a chance to fix the settled area ‘dip’ on 6th street (south side). The Board agreed. *A motion to approve the contract with Pave LLC to recondition and crack seal the west and south sides of town was made by Wagoner, second—Ratcliffe. Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.*

Veteran’s Memorial Project Donation Request Wagoner stated that it didn’t appear that there were any representatives for this agenda item present. He stated this item would be postponed to the next meeting, pending representation for this request.

Welcome Sign Updates Evans referred the Board to the handouts that show a picture of what LOVE Signs had sent as to what the new pillars would look like. She referred to two different options. One option keeps the smaller but taller pillars while the other option includes wider bases for the pillars. Both options will make the sign 4 feet taller. The quotes also include adding a vinyl sign to the backside saying ‘Thank you for visiting’. The board discussed briefly and *a motion to approve the quote with the wider bases for the pillars on the east welcome sign was made by Denbo, second—Langton. Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.*

Review Proposed Budget ’23-’24 Evans referred the Board to the handout that lists the main items that will be on the budget. Langton reported that while at the budget workshop with our accountant, they were able to add everything on the list. Boruch asked Michalak about whether the batwing mower will be able to be pulled by the current tractor we have. Michalak stated that the John Deere tractor manual states that it will. He stated the mower he was looking at was made for small tractors and requires up to 75hp while the tractor can run up to 75hp at 2,000 rpm’s, according to the manual. Boruch then asked whether the salt spreader was really a necessity. Michalak reported that after talking with Reves, he will likely not have use of it very often and so may not be a wise investment. He stated that the county gravels Main Ave and past the school. Boruch then asked about the need for the drain machine. Michalak stated he thought it would be good to have on hand in emergencies but after getting more history, realized it may not be necessary. The Board agreed to remove those three items from the budget draft before finalized next month. Evans stated she would email the accountant to remove them.

New Business:

Firefighter Recommendation Evans reported there was a new firefighter application from Doug Michalak brought by Chief Josh Dahlberg. The Board reviewed the application and a *motion to recommend Michalak to the VDFD was made by Ratcliffe, second—Denbo. Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.*

R23-278 Outside Water Usage Rate Increase Evans reported her findings from other clerks from similar size towns on what they charge. The Board discussed briefly and agreed on the increase. *A motion to approve R23-278 Outside Water Usage Rate Increase was made by Wagoner, second—Langton. Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.*

R23-279 Annual Certification of Program Compliance The Board read the resolution and a motion to approve R23-279 Annual Certification of Program Compliance was made by Denbo, second—Langton. *Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.*

Mower Offers Reviewed and Awarded Evans explained there was only one offer for the mower (\$150). The Board reviewed and a *motion to sell the mower for \$150 was made by Wagoner, second—Denbo. Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.*

Departmental Reports:

Utilities Michalak reported that Mick Jarecki was unable to make to the meeting for introduction but will attend the next meeting. He stated that there are a few new things he had noticed need replaced. He reported the shed at the west park needs new siding. And the two well houses need new roofs. He reported that the walk-in door to the shop garage needs replaced with framing included. He reported an estimate of \$1,000 for the steel door with installation.

Parks & Rec. Dahlberg stated that he had finished the canopy shade structure at the park and he has sent an email to Seth Gurley with CSS Farms for donation request. Boruch stated that he had spoken to Gurley and was told they will not be donating anything for this project. No further report.

Planning & Zoning no report.

Clerk Report Evans updated the Board on the Laska property clean-up. She reported they are making an effort to clean things up. She suggested community help for the property and possibly to see if someone would set up a community project. No further report.

Treasurer Report & Updates—Approval of Bills Schindel was absent so Evans presented Schindel's monthly recap to the Board. The Board reviewed all bills. The Board reviewed the recap and a *motion to approve all bills as reported was made by Boruch, second—Denbo. 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 **September 11, 2023 at 7:00 PM**. Being no other business, adjournment was made by Wagoner at 8:34p.m.

Minutes recorded and submitted by: Marianna Evans (Clerk)