

**VILLAGE OF DUNCAN BOARD MEETING**  
**December 12<sup>th</sup>, 2022 7:00 PM – Village Hall, 906 8<sup>th</sup> Street, Duncan, NE 68634**

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The monthly board meeting of the Village of Duncan Board of Trustees was called to order at 7:01 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, Steve Langton, Jeff Oppliger and Josh Dahlberg. Joe Boruch was absent. Also, in attendance were, Village Staff: Don Reves, Michelle Schindel and Marianna Evans. Visitors present were: Brett McDowell, Mike Ratcliffe, Jerusha Ratcliffe, Lance Denbo, John Massman, John Krager (JEO) and Rick Woods. *A motion was made to approve the minutes from the meeting on November 14 by Wagoner, second---Langton. Vote was as follows: voting aye—Wagoner, Langton, Oppliger and Dahlberg. Voting nay—none. Boruch was absent. The Chairman carried the motion. A motion was made to approve the minutes from November 21, by Dahlberg, second—Wagoner. Vote was as follows: voting aye—Wagoner, Langton, Oppliger and Dahlberg. Voting nay—none. Boruch was absent. The Chairman carried the motion.* Oppliger continued with the meeting.

**Unfinished Business:**

**Water Main Looping Project** John Krager (JEO) presented to the microphone and introduced himself to the Board. He handed out the plans, probable cost and specs for the 2<sup>nd</sup> phase of the project. He explained that there are 3 locations to connect dead end main lines. The first is at 13<sup>th</sup> Ave. and Vernon Lane where a 6-inch main will connect 13<sup>th</sup> Ave. to 10<sup>th</sup> Ave. This looping will help with the water pressure issue at the Dahlberg Addition. The second will be looping the west end of town by adding a line from 8<sup>th</sup> St. by the west park to the ballfield and north across Saunders' property, in a way that would be beneficial for development. The third loop would be looping the south side of town into the north side by adding line from Boystown Day School north, under the highway and railroad tracks and into North Blvd and 5<sup>th</sup> Ave. where the it will connect to the new 8-inch main down Bumpy Rd. (Phase 1). There will be an extension line added up near CVA as well. Tasty Toppings and CVA currently have a 2-inch main and will now have an 8-inch main. The probable cost document states the total cost to be \$1.1 million. Krager stated that he had submitted for all permits he needed and is waiting on approval. He requested approval to put the bid notice out and have the board accept the bid at the March meeting. He stated that the projection of completion would be for Bumpy Rd to be done by September and the rest by the end of 2023. *A motion to approve the plans and specs for phase 2 of the water main looping project was made by Dahlberg, second—Wagoner. voting aye—Wagoner, Langton, Oppliger and Dahlberg. Voting nay—none. Boruch was absent. The Chairman carried the motion. A motion to approve the notice to bid for the water main looping project was made by Dahlberg, second—Wagoner. Voting aye—Wagoner, Langton, Oppliger and Dahlberg. Voting nay—none. Boruch was absent. The Chairman carried the motion.*

**Park Shade Structure Cost** Dahlberg stated he would get something put together for the next meeting. Oppliger postponed to the January meeting.

**Request Approval to Advertise Bids for 2023 Sewer Lining Project** Evans gave board members copies of the bid notice and bid forms. She stated that the notice to bid needed to get published soon in order to have more options for companies planning for their next year schedule. This would allow us to complete it on time. *A motion to approve the bid advertisement was made by Wagoner, second—Langton. Voting aye—Wagoner, Langton, Oppliger and Dahlberg. Voting nay—none. Boruch was absent. The Chairman carried the motion.*

**Approval of Election Certification** Evans announced the election results given to her by Platte County Election Commissioner. She stated that Ratcliffe was the only one on the ballot. The 'write-in's' were not certified, therefore, even the Platte County Commissioner was unable to see who they were or how many votes they got. Evans stated that there will be a nomination for the second seat, since it was posted for several months in advance. *A motion to approve the election certification was made by Dahlberg, second—Wagoner. Voting aye—Wagoner, Langton, Oppliger and Dahlberg. Voting nay—none. Boruch was absent. The Chairman carried the motion.*

**Report From Outgoing Board Members** Dahlberg stated that his biggest accomplishment as a board member the last 8 years was the new park. His advice to the new board members would be to keep pushing forward and don't give up. Dahlberg stated that he would help with the unfinished business of the park until it is complete. Oppliger stated that he felt his biggest accomplishment was putting on the 150<sup>th</sup> celebration. He stated that with change comes a lot of work and that even though some may disagree, we can all work together. He stated that his advice to new board members would be to remember that we all care about what happens to the Village and when there are disagreements, don't forget that we all have the same goal, to do well for the Village. He stated that he worked with great people. Visitor, John Massman, requested to speak. He announced his thanks to the two board members leaving. Stating that, he knows how hard it is to do their job and that they did a great job.

**New Business:**

**Evans dismisses Oppliger and Dahlberg. She requests Jerusha Ratcliffe to sit at the Board table. After Ratcliffe is seated, Evans gives the oath to all board members. All board members recite the oath aloud. Evans then asked for a nomination for the other vacant seat. Nominations were announced for Lance Denbo and Brett McDowell. Evans asked each to come to the microphone and speak to their qualifications and aspiration for the Village. McDowell presented to the microphone and stated that he lives at 1207 7<sup>th</sup> St. in Duncan. He, his wife and 4 kids moved to Duncan in May of 2022. He stated that they moved here because they loved the small town feel and that Duncan seemed to be a great place to raise a family. He stated he works at Jackson Services full time and is involved with the local church. He reported wanting to get involved in his community since he moved here. Since getting involved with the church, he now would like to become a board member to be involved with the town. Lance Denbo presented to the microphone and stated that he works at the corn plant. He lives at 607 6<sup>th</sup> street in Duncan. Denbo stated that he has lived in Duncan for over 18 years. He stated that he loves that Duncan is a nice and quiet town. He reported that he would like to do more for the town by becoming a board member. Ratcliffe pointed out that one nominee is a long-time resident and the other is a new resident. She asked the nominees if they had any relative experience to being a board member. McDowell stated that he was a manager of a grocery store at one time and a buyer for a metal recycling company. *A motion to appoint Lance Denbo as a new board member was made by Wagoner,***

*second—Langton. Voting aye—Wagoner, Langton and Ratcliffe. Voting nay—none. Boruch was absent. Motion carried. Evans summoned Denbo to read the oath aloud. Denbo read the oath aloud and took his seat at the board table.*

**Appoint Chairman** Evans reported that there will need to be a nomination for chairman of the board now. *A motion to appoint Nick Wagoner as Chairman of the Board was made by Denbo, second—Langton. Voting aye—Langton, Denbo and Ratcliffe. Voting nay—none. Boruch was absent. Wagoner recused due to conflict of interest. Motion carried.* Wagoner takes his place as Chairman of the board and continues the meeting.

**Appoint Village Engineer** Evans explains that this is something that is done every year. She reported that the current engineer for the Village of Duncan is JEO Engineering. She reported that she and Don have had nothing but good experiences with them when they have been used for street projects, water projects, sewer projects and even just for advice. She stated that a couple years ago it was questioned about their pricing. She stated that JEO sent a couple representatives to a Village board meeting per request to answer questions and give a price comparison. She stated that JEO was comparable in pricing to other engineering companies and that they have always been good to work with. *A motion to reappoint JEO Engineering as the Village's engineering company was made by Langton, second—Denbo. Voting aye—Langton, Denbo, Wagoner and Ratcliffe. Voting nay—none. Boruch was absent. The Chairman carried the motion.*

**Appoint Village Street Superintendent** Evans reported that our current superintendent is Brent Ciecior with JEO. *A motion to reappoint Brent Ciecior as the Village of Duncan Street Superintendent was made by Langton, second—Ratcliffe. Voting aye—Langton, Denbo, Wagoner and Ratcliffe. Voting nay—none. Boruch was absent. The Chairman carried the motion.*

**Appoint Clerk** Evans reported that the clerk position must be appointed every year. She requests her reappointment as clerk for the Village of Duncan. *A motion to reappoint Evans as the Village Clerk was made by Langton, second—Ratcliffe. Voting aye—Langton, Denbo, Wagoner and Ratcliffe. Voting nay—none. Boruch was absent. The Chairman carried the motion.*

**Appoint Treasurer** Evans explained that the treasurer position must be appointed every year also. The current treasurer is Michelle Schindel. *A motion to reappoint Schindel as Village Treasurer was made by Langton, second—Ratcliffe. Voting aye—Langton, Denbo, Wagoner and Ratcliffe. Voting nay—none. Boruch was absent. The Chairman carried the motion.*

**CVA Revised Sewer Rate for 2023** Evans reported that each board member has a copy in front of them, of the resolution showing the formula to figure out the new rate each year. She also reported they have a copy of the actual numbers she used. She stated the new sewer rate figured out to be \$164.21/month for the 2023 year. No questions from the board. *A motion to approve the new 2023 CVA sewer rate was made by Langton, second—Denbo. Voting aye—Langton, Denbo, Wagoner and Ratcliffe. Voting nay—none. Boruch was absent. The Chairman carried the motion.*

**R22-270 Payment of Payroll Policy** Evans read the resolution aloud. *A motion to approve R22-270 Payment of Payroll Policy was made by Langton, second—Ratcliffe. Voting aye—Langton, Denbo, Wagoner and Ratcliffe. Voting nay—none. Boruch was absent. The Chairman carried the motion.*

**R22-269 Annual Salary Review** Evans read the resolution aloud. She explained that this resolution would get the Village on schedule with the standard of when salary reviews are completed for other municipalities. *A motion to approve R22-269 Annual Salary Review was made by Denbo, second—Langton. Voting aye—Langton, Denbo, Wagoner and Ratcliffe. Voting nay—none. Boruch was absent. The Chairman carried the motion.*

**Annual Salary Review** Wagoner asked if anyone had information on current salaries or comparison salaries. Evans stated she could get the info for the next meeting. The board agreed and *a motion to postpone salary review to next month's meeting was made by Langton, second—Ratcliffe. Voting aye—Langton, Denbo, Wagoner and Ratcliffe. Voting nay—none. Boruch was absent. The Chairman carried the motion.*

## **Departmental Reports:**

**Utilities** Reves stated he had to gravel the highway intersection last week due to severe icing on the roads. Wagoner suggested Reves get some sort of spreader to use to allow him to complete this task more efficiently. Reves stated that would help a lot. He stated that he estimated the cost to be around \$750-1500. Wagoner asked Evans to add this as an agenda item on the next meeting to approve the purchase and amount.

**Parks & Rec.** Reves reported that he had a couple residents volunteer to help him finally replace the slide in the park. He stated that the soldier statues were placed by the Bell monument. He reported that he is waiting for a wall to be made of veterans to be placed before situating everything and installing the new flag pole.

**Planning & Zoning** no report.

**Clerk Report** Evans reported that she had given her presentation on the Welcome Sign grant to the Platte County Convention & Visitor Bureau Advisory Committee last week. She felt the presentation went well however, she was later told that the grant was denied. Citing the reason as 'if they give Duncan money for advertising, they would have to give all small towns money to advertise.'. Evans stated that since the signs have already been approved and on the budget, she would like to go ahead and order them. She stated that Love Signs told her it could take 6 months, after ordering, to receive the digital sign. She stated that if we order now, we could hopefully get them both installed by summer next year. The board agreed and Evans stated she would move forward with Love Signs in ordering. Evans stated that all we still need to do is have Loup Power come out and install lines to where the signs will need to hook up to. She stated the land lease contracts are drawn up and ready. She just needs to have the landowners sign them.

**Treasurer Report & Updates—Approval of Bills** Schindel handed out monthly recap reports to the board. She also handed out copies of her yearly treasurer report. She stated she had received the Loup Rebate. The board reviewed all bills and the yearly report. *A motion to approve all bills as reported was made by Ratcliffe, second—Langton. Voting aye—Langton, Denbo, Wagoner and Ratcliffe. Voting nay—none. Boruch was absent. 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 **January 9, 2023 at 7:00 PM**. Being no other business, adjournment was made by Wagoner at 8:25p.m.