

VILLAGE OF DUNCAN BOARD MEETING

May 12, 2025 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 7:02 PM by Chairperson, Gary Schlesinger. 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, Gary Schlesinger, Jerusha Ratcliffe and Van Steyn. Also in attendance were Village Staff: Marianna Evans (Clerk), Michelle Schindel (Treasurer) and Doug Michalak (Utility Superintendent). Don Reves (P&Z Chairman) was also in attendance. *A motion was made to approve the April 14, 2025 meeting minutes by Wagoner, second---Denbo. Vote was as follows: Voting aye—Denbo, Wagoner, Schlesinger, Ratcliffe and Steyn. Voting nay—none. The Chairman carried the motion.* The Chairman provided an opportunity for public comments. Each individual is allowed to have a 5-minute time limit. The Board may only listen and add to the next agenda if approved. No visitors presented any comments.

Unfinished Business

Back-up Utility Superintendent Review Schlesinger reported there were 11 applications and the top 3 applicants were scheduled for interviews. However, all of the interviews were cancelled by the applicants. Schlesinger reported there were no other qualified applicants in the ones who applied. He suggested opening the job up again for 2-3 weeks. *A motion to open the Back-up Utility Superintendent position for 3 weeks was made by Ratcliffe, second—Steyn. Vote was as follows: Voting aye—Denbo, Wagoner, Schlesinger, Ratcliffe and Steyn. Voting nay—none. The Chairman carried the motion.*

Proposed Annexation (ROW Hwy 30, UPRR ROW) Schlesinger reported that he spoke with a person at Union Pacific, who advised Schlesinger to contact him June 1 or later. Schlesinger also reported that he spoke with the Village attorney and was told that if the UP give permission through a letter of annexation as well as the Highway dept., then the Village won't have to do a legal annexation. He stated there would need to be a meeting and if UP and Highway dept. approve, the speed limit sign would be able to be moved further east as previously intended.

New Business

Proposed Portable Storage Unit Banning (P&Z Chairman Reves) Reves reported that the P&Z Committee would like to recommend the Village Board create an ordinance to ban portable storage units from being used anywhere within city limits. He stated that the committee had been discussing this topic for several meetings and came to the same agreement that these units are unsightly and are already being placed on properties without Village permits or permission. Reves stated that the Village engineering firm had given the option of only allowing them in the industrial districts or just banning them altogether. Schlesinger updated the Board on previous history of the discussion and *a motion to move forward with an ordinance to ban portable storage units within city limits was made by Schlesinger, second—Denbo. Vote was as follows: Voting aye—Denbo, Wagoner, Schlesinger, Ratcliffe and Steyn. Voting nay—none. The Chairman carried the motion.*

Proposed Maguire Iron Contract for Water Tower Painting/Maintenance Michalak reported the repairs and interior coating of the tower advised by Maguire Iron. The Board reviews the interior pictures and quote for services. Michalak stated that they would need to remove spire rods from the top and touch up some outside paint. Then they will have to drain the tower to do a primer coat, epoxy etc. The quote is \$63,280. Michalak stated that Maguire Iron assured him that the Village could get the work done this summer and then pay the first half after start of new budget (Oct. 1) and pay the second half on Oct. 1 of 2026. Steyn asked about getting a new tower. Michalak reported that a new tower would cost a million or more. Schlesinger recommended waiting until he can check into possible grant funding for this. *A motion to postpone tower maintenance until grant funding opportunities reviewed was made by Schlesinger, second—Denbo. Vote was as follows: Voting aye—Denbo, Wagoner, Schlesinger, Ratcliffe and Steyn. Voting nay—none. The Chairman carried the motion.*

Proposed HOA Contract for Remote Access to Water System Michalak explained that the remote access would allow him to check alarms and run the system from his phone wherever he may be. He stated that it would also allow HOA to remote access in when there is a technical issue, rather than HOA having to charge a fee to come out and look in person. This would be a one-time fee to enable remote access. Michalak reported that he would be able to see what the problem is right away and shut the alarm off if needed. Also, he would be able to start and stop the wells from anywhere. After Board discussion, *a motion to postpone until the next meeting was made by Ratcliffe, second—Steyn. Vote was as follows: Voting aye—Denbo, Wagoner, Schlesinger, Ratcliffe and Steyn. Voting nay—none. The Chairman carried the motion.*

Employee Manual Review—Employee Use of Timeclock Schlesinger reported that the timeclock is installed, however there are some technical issues that he is working on. A motion to add into the Employee Manual that employees that are not salary will use the time clock was made by Schlesinger, second—Denbo. *Vote was as follows: Voting aye—Denbo, Wagoner, Schlesinger and Steyn. Voting nay—Ratcliffe. The Chairman carried the motion.* Schlesinger commented that he felt there were too many paid Holidays (11 paid Holidays) in the manual. He stated that he saw no reason for having Christmas Eve or the day after Thanksgiving off. Michalak reported that his last job with Platte County gave him 14 paid Holidays. Wagoner reported that the Floating Holiday requires Chairman approval. No further discussion of the Employee Manual.

Departmental Reports:

Utilities Michalak reported that sewer flushing was completed. He stated there was a resident who reported water in their basement. Michalak checked with other residents in the area and there were no other reports of water in basements. He reported the manhole was checked and was clear with no water. A few days later Michalak had NRW come out and TV the resident's sewer line and found no blockages. However, there was a low spot found with sitting water that leads to the house. The new line added from garage was fine. He stated that he informed the insurance company and they are investigating. Michalak then reported that the water sprinklers at the West Park are not running due to the new line that was installed and that the well was hooked into the old line. He stated that a curb stop and line will be needed in order for the sprinklers to run. The Board recommended Doug get quotes on cost. *A motion to approve the lowest bid was made by Wagoner, second—Denbo. Vote was as follows: Voting aye—Denbo, Wagoner, Schlesinger, Ratcliffe and Steyn. Voting nay—none. The Chairman carried the motion.*

Parks & Rec no further report

Planning & Zoning no report

Clerk Report no report

Treasurer Report After the Treasurer reported on the bills for the month and the Board reviewed the monthly recap, *a motion to pay the bills was made by Denbo, second—Steyn. Voting aye—Denbo, Wagoner, Schlesinger, Ratcliffe and Steyn. Voting nay—none. The Chairman carried the motion.* Schlesinger requested that the amount of debt service yearly payment amount be added to Treasurer report.

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 9, 2025 at 7:00 PM.** Being no other business, adjournment was made by Chairman Schlesinger at 9:04p.m.

Minutes recorded and submitted by: Marianna Evans (Clerk)