

VILLAGE OF DUNCAN BOARD MEETING MINUTES
October 13, 2025 @ 7:00pm – 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, 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 and Van Steyn. Jerusha Ratcliffe was absent. Also in attendance were Village Staff: Marianna Evans (Clerk), Michelle Schindel (Treasurer) and Doug Michalak (Utility Superintendent). *A motion was made to approve the September 8, 2025 meeting minutes by Wagoner, second---Schlesinger. Vote was as follows: Voting aye—Denbo, Wagoner, Schlesinger and Steyn. Ratcliffe was absent. Voting nay—none. The Chairman carried the motion. A motion was made to approve the Budget Hearing September 8, 2025 meeting minutes by Schlesinger, second---Steyn. Vote was as follows: Voting aye—Denbo, Wagoner, Schlesinger and Steyn. Ratcliffe was absent. Voting nay—none. The Chairman carried the motion. A motion to approve the absence of Ratcliffe was made by Schlesinger, second—Denbo. Vote was as follows: Voting aye—Denbo, Wagoner, Schlesinger and Steyn. Ratcliffe was absent. 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.

New Business

R25-300 1&6 Year Road Plan Annual Program Compliance Evans explained that this resolution gives Schlesinger the authority to sign the form of compliance, stating that the Village has been compliant with state rules for the 1 & 6 Year Road Plan Program all year. She stated this is part of the process to receive highway allocations. Evans read the entire resolution aloud. *A motion to approve R25-300 1&6 Year Road Plan Annual Program Compliance was made by Wagoner, second—Denbo. Vote was as follows: Voting aye—Denbo, Wagoner, Schlesinger and Steyn. Ratcliffe was absent. Voting nay—none. The Chairman carried the motion.*

Proposed Year End Bonus Full-Time Employee Schlesinger reminded the Board he was not on the Board last year when this was approved. He questioned how the amount decided is justified. Evans reported that last year was his first year here and that the Board discussed ways Michalak had saved the Village money. Evans reported that Michalak had saved the Village thousands based on the fact that he performed much of the mechanical repairs to the tractor and maintenance/repairs on other equipment that was not previously performed by the employee prior. Evans also stated that it is in the employee manual as part of his benefits. And that it must be decided each year by the Board on the amount. Steyn stated that Michalak saved money by installing the new pump himself instead of hiring out. Schlesinger stated he felt that these are all a part of Michalak's job as a maintenance employee. He stated he would like to see a job description. Schlesinger also stated that he believed Michalak is doing a great job and in no way wants to portray that he thinks otherwise. However, he would like to see a list of what is expected and not expected. Wagoner stated that there has never been an evaluation and there should be evaluations. Denbo agreed. A motion to approve \$1,000 End of Year Bonus to Michalak was made by Wagoner, second—Schlesinger. *Vote was as follows: Voting aye—Denbo, Wagoner, Schlesinger and Steyn. Ratcliffe was absent. Voting nay—none. The Chairman carried the motion.*

Board Member Compensation Review Schlesinger read the stipend currently: \$95/meeting Chairman; \$65/meeting Trustee. He also read that if changed, the new amount would not go into effect until after the next election cycle, in November per state statute. Evans reported that the amount had been changed a couple times since she started 10 years ago. However, prior to that, the amount had not been increased for decades. Evans reported that her research of other towns the same size, that the current rate is average pay. She explained that several other town's board members get a lesser amount if it is a special meeting, since those meetings are usually much quicker than a monthly meeting. After discussion by the board, *a motion to keep Board Compensation the same was made by Schlesinger, second—Steyn. Vote was as*

follows: Voting aye—Denbo, Wagoner, Schlesinger and Steyn. Ratcliffe was absent. Voting nay—none. The Chairman carried the motion.

Proposed Amendment to Ordinance 70.02 Engine Brake Prohibited Schlesinger reported that he spoke with Platte County Sheriff Deputy who explained to him that if we add a ‘No Tolerance’ time in the ordinance, it would be easier for them to enforce. After discussion, *a motion to amend Ord. 70.02 to add ‘24 hours with No Tolerance from 7am-7pm’ was made by Wagoner, second—Steyn. Vote was as follows: Voting aye—Denbo, Wagoner, Schlesinger and Steyn. Ratcliffe was absent. Voting nay—none. The Chairman carried the motion.*

Engineering Firm Interview (Advanced Consulting Engineering Services) John Zwingman presented to the microphone and introduced himself as Engineer with Advanced Consulting Engineering Services. He stated that he had spoken previously with Schlesinger, who expressed an interest in appointing a new Engineering firm. Zwingman handed out a hard copy of his presentation to each Board member. After his presentation and Q & A with the Board, Zwingman thanked the Board for considering his firm and stated he was interested in being the Village’s appointed Engineering firm. Schlesinger reported that the Engineer is appointed in December. No further discussion.

Departmental Reports:

Utilities Michalak stated he requested the street sweeper hold off a few more weeks to allow more leaves to drop. He stated that the crack sealant job is getting scheduled. Schlesinger informed the Board that Michalak’s mother had recently passed away and yet he still got all of his duties completed. Schlesinger stated that Michalak is doing a great job.

Parks & Rec Michalak reported that Schlesinger will be retrieving rubber mulch for the park and storing at the water treatment building until spring. Schlesinger stated that Evans had gone through her previous quotes and found that the one Schlesinger received was ultimately the cheapest. It is within budget. Michalak stated that trees were dropped at the grass pile. Discussion about illegal tree dumping led to Board discussion of need for a gate at the tree pile. Evans reminded the Board that they previously decided against that due to lack of availability to unlock for residents. Michalak stated that it was also discussed against due to the possibility of people dumping their trees in the ditch or right at the entrance to the tree pile if there is a gate locked up. No further discussion.

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 Schlesinger, second—Wagoner. Vote was as follows: Voting aye—Denbo, Wagoner, Schlesinger and Steyn. Ratcliffe was absent. 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 **November 10, 2025 at 7:00 PM**. Being no other business, adjournment was made by Chairman Schlesinger at 8:10p.m.

Minutes recorded and submitted by: Marianna Evans (Clerk)