

VILLAGE OF DUNCAN BOARD MEETING

April 8, 2024 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 were, Village Staff: Doug Michalak and Marianna Evans. Michelle Schindel was absent. *A motion was made to approve the minutes from the meeting on March 11, 2024 by Ratcliffe, second---Boruch. Vote was as follows: Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.* There were no non-agenda items brought to the Board. Wagoner continued with the meeting.

New Business:

Audit Report 2022-23 Evans read aloud the letter from Village accounting firm AMGL regarding the audit draft. Evans stated that Michael (accountant) would attend the meeting once the final draft is prepared for the Board. Most likely next month. No further report.

P&Z Annual Report no P&Z members are present to give report. Evans, also P&Z Secretary, stated that she has been attempting to communicate with the P&Z Chairperson, but has been unsuccessful thus far. No further report.

Street Repair Quotes/Approval (6th Street) Michalak reviewed the area of repair with the Board. Two quotes were obtained. Boruch Masonry and Gehring's. The Board reviewed the two quotes and discussed briefly. *A motion to approve Boruch Masonry quote was made by Wagoner, second—Langton. Vote was as follows: Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.*

Purchasing Card Spending Limit Amendment Evans reviewed the limits of \$1,000 per transaction and \$2,000 per billing period. The Board reviewed the entire policy and after brief discussion, agreed that the amounts set as limits were appropriate for the time.

Employee Purchase Limit Evans reported that there has not been a resolution made that she knows of, with regards on purchasing limit where accounts are held. The Board discussed and agreed that the limits should be the same as the purchasing card limits. Evans reported that she will get a resolution ready for the next meeting.

Sewer Lining Project Update Evans reported that the second sewer lining project is coming up with Johnson's Service. She reminded the Board that it had already been approved and put on the budget however, Johnson's will need to submit another contract for it as the first one did not include it as the initial quote did. She reported that Johnson's was the only quote last year as they are the only company around that does this type of project. The Board discussed and decided that no other quotes would be necessary and that the Village would break up the project to avoid large bills. *A motion to stay with Johnson's Service for the sewer lining project as previously agreed was made by Langton, second—Denbo. Vote was as follows: Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.*

Cat's Pro Mow Quote Evans presented the Board with a quote received by Cat's Pro Mow for the fertilizing and weed control for the East and West Parks and Pumphouse. They provided service last year and the Board agreed it was good service. *A motion to approve continuing lawn care from Cat's Pro Mow for this summer was made by Langton, second—Denbo. Vote was as follows: Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.*

Departmental Reports:

Utilities Michalak stated that streets are ok and reported grading gravel roads. He reported some repairs to the pontoon dredge at lagoon. Michalak also reported that since having the nitrate levels return to normal, DHHS has recommended further testing to see why the nitrates keep creeping up. Michalak stated he has been working with several professionals and will be getting the media that filters the nitrates from the water, tested. He was told that the media has a lifespan of 15 years and ours is 20 years old. He is in the process of testing and getting prices on the cost of replacing media and/or anything else that may need replaced at the water plant. Michalak stated that right now, he is not blending the water at all. It is 100% treated at this time. No further report.

Parks & Rec. Michalak discussed when replacing the roofs on the sheds would be good with Denbo. No further report.

Planning & Zoning no report.

Clerk Report Evans reminded the Board that she has received her Notary certificate and stamp. She is available to notarize for the residents of Duncan if needed. No further report.

Treasurer Report & Updates—Approval of Bills Schindel was absent but left Monthly recaps for the Board to review. After reviewing, a *motion to approve all bills as reported was made by Langton, second—Boruch. 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 **May 13, 2024 at 7:00 PM**. Being no other business, adjournment was made by Wagoner at 8:15p.m.

Minutes recorded and submitted by: Marianna Evans (Clerk)