

# VILLAGE OF DUNCAN BUDGET PUBLIC HEARING & 1&6 YEAR ROAD PLAN & MONTHLY BOARD MEETING

**September 11<sup>th</sup>, 2023 7:00 PM – Village Hall, 906 8<sup>th</sup> Street, Duncan, NE. 68634**

The monthly board meeting of the Village of Duncan Board of Trustees was called to order at 7:05 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 and Michelle Schindel. There were no visitors present. 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 August 14<sup>th</sup> meeting was made by Langton, second—Denbo. Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.*

## **Unfinished Business:**

**Veteran's Memorial Request for Donation** Evans noted that there was no representation present for this agenda item. Wagoner suggested waiting for Jarecki to arrive to ask questions. Once Jarecki arrived, he was asked if he knew who was in charge and he stated that Art Runge was. Wagoner asked who was telling contractors to send their bills to the Village. Boruch stated that he had told one company to because he was present and was asked where to send it and he did not know for sure. He thought the Village would know where to send it. Evans explained she has no idea who to send the bills to and does not have Runge's address. Wagoner asked Jarecki if he would deliver the two bills the Village received to Runge and relay that he needs to attend the next Board meeting to present the project to the Board and request a donation and in what amount. Evans explained that the Village has never had anyone from the Veterans' memorial project present this project and that the Village cannot just pay random bills received for something that had never been formally approved by the Village Board or even been on any agenda or involved with planning. Jarecki stated he would explain to Runge as he also has a bill that he needs compensated for. The Board agreed to add this to the next month's agenda for the final attempt.

**6<sup>th</sup> Street Repair Bid** Evans reported that she had received a quote from Boruch Masonry for the repair of the 6<sup>th</sup> street dip. The amount was \$3,342.00 in total. The Board reviewed the quote and Boruch requested the Village get another bid to compare as he felt this quote may be somewhat high. Evans asked if he knew of another bidder and if he would contact them for the quote. Boruch agreed. The Board agreed to get another quote to compare prices.

**New Roofing for Wellhouses** The Board reviewed the quotes for roofing for each of the two wellhouses provided by Michalak from Menards. *A motion to approve the two well houses' roofing materials totaling \$5,650. was made by Denbo, second—Boruch. Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.*

**West Park Shed Siding** The Board reviewed the quote by Roofer Mike's provided by Michalak. Michalak stated that he called three companies and this was the only one that would call him back. *A motion to approve \$5,650 for Roofer Mike's to re-roof the shed at the west park was made by Wagoner, second—Denbo. Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.*

## **New Business:**

**90-day Evaluation & Proposed Raise of Pay (Michalak)** Evans explained that Michalak's start date was April 24<sup>th</sup> and it is way passed his 90-day evaluation where he should have received an increase in pay. Evans stated that Michalak was told in his interview that he would receive \$29/hr. after probationary period and once he obtained his water license with the state. Evans stated that Michalak took the licensing class in June and that he was supposed to receive the paperwork to submit to the state for his license the next week. However, the class provider has still not emailed those. Evans stated she had emailed the person several times about Michalak's test results and paperwork and she just received a response from them today. She verified that Michalak did pass his test and should be receiving the email soon with the paperwork needed to submit to the state for the license. Evans stated that it has been well passed the 90-day probationary period and while he was to increase his pay after obtaining his license, Michalak has had no control over the time frame since he is waiting for another person to

send him the paperwork. The Board discussed briefly and agreed that Michalak deserved to receive his increase in pay since the license should be obtained very shortly. *A motion to approve increasing Michalak's pay to \$29/hr. immediately was made by Langton, second—Denbo. Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.*

**NCG Delegate Harry Prososki Proposal** Evans stated that she had a message on voicemail at the office from Prososki requesting to be the delegate for Duncan again this year. She stated that he has been our voting delegate for years. The Board discussed briefly and a *motion to approve Prososki as the delegate for the Village of Duncan to the NCG Committee was made by Wagoner, second—Denbo. Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.*

**Budget Hearing** opened at 7:25pm by Chairman Wagoner

Evans explained that the budget prepared for the Board has had no changes from the review last month. The Board reviewed the final draft of the budget. *A motion to close the budget hearing was made by Langton, second—Denbo. Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.* Evans read **R23-280 (Adopt 2023-24 Budget)** aloud. *A motion to pass R23-280 Adopt 2023-24 Budget was made by Langton, second—Boruch. Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.*

Evans read **R23-281 Property Tax Set for 2023-24** aloud. *A motion to approve R23-281 Property Tax Set was made by Denbo, second—Langton. Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.*

**Additional 1% Increase In Total Restricted Funds** The Board briefly discussed the 1% increase and a *motion to approve the additional 1% increase in total restricted funds for 2023-24 budget year was made by Boruch, second—Denbo. Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.*

**1&6 Year Road Plan Public Hearing** *Opened at 7:37pm* Evans explained that the plan is the same as reviewed before. The one year will be street maintenance. The six year will be to resurface the boulevard. *Motion to close the public hearing for the 1&6 Year Road Plan at 7:37pm was made by Boruch, second—Langton. Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.* Evans read R23-282 1&6 Year Road Plan aloud. *A motion to approve R23-282 1&6 Year Road Plan was made by Langton, second—Boruch. Voting aye—Denbo, Langton, Wagoner, Ratcliffe and Boruch. Voting nay—none. The Chairman carried the motion.*

#### **Departmental Reports:**

**Utilities** Michalak reported that Obrist is waiting for parts to complete the CVA portion of the Bumpy Rd water line.

**Parks & Rec.** no report

**Planning & Zoning** no report

**Clerk Report** no report

**Treasurer Report & Updates—Approval of Bills** Schindel presented the monthly recap of the bills to the Board. She reported that she is having issues with the online Quickbooks transfer still and that the paychecks for Board members is on hold until she can call help. She explained that the online version does not support doing checks quarterly (how she does Board member paychecks). She was advised by the Board to prepare them monthly if that is the closest option. She stated she would look into that. 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 **October 9, 2023 at 7:00 PM**. Being no other business, adjournment was made by Wagoner at 8:04p.m.

Minutes recorded and submitted by: Marianna Evans (Clerk)