

**VILLAGE OF AVISTON
MINUTES OF REGULAR MEETING HELD ON:
MONDAY FEBRUARY 6, 2017**

The regular meeting of the President and Board of Trustee was held on Monday February 6, 2017 at 7:30pm in the Village Hall. In attendance were Village President Dale Haukap, Village Administrator Mike Buscher, Village Treasurer Steve Goestenkers, Village Clerk Jennifer Jansen, Trustees Larry Harper, Mike Kampwerth, Randy Peek, Chuck Schrage, Gary Litteken and Kurt Schmitz. Employees present included Gary Rakers, Mark Taylor, and Village Attorney Henry Bergmann. Guests included Scott Voyles, Dennis Holtmann, Jeff & Nancy Woltering, Matt Woltering, Sam Schmitz, 2 high school students and John and Jim Kues.

1. GUESTS:

There were two high school students present to observe.

2. MINUTES:

The minutes of the previous meeting were available for review. A motion to approve the minutes as presented was made by Chuck Schrage, second by Kurt Schmitz. Motion carried 6-0.

3. FINANCIAL REPORT:

Steve Goestenkers presented the financial report for the month of January. Steve stated we collected \$129K and disbursed about \$88K.

GF – Normal monthly income was stated and the higher expenses were related to vehicle repairs. The Page Street Extension payment to Mettler was discussed. The State approved the final payout and all information will be reviewed to pay Mettler.

WF – Normal monthly incomes was received. Repairs and maintenance expenses were a little higher than normal. There is a surplus of \$129K in this fund.

SF – Normal monthly receipts were noted. The only large expenditures were for Old Field Industries. Operating expenses will run ahead of budget but repairs and maintenance is running lower than budgeted so it should balance out.

PF – Steve updated the Village Board that the Village is still paying the electric bills at the park and that he has invoiced the Park District accordingly. Jenny is to forward all bills to the Park District as they come in.

MFT – Steve stated this fund is on pace with the budget.

RLF – All loans are current and Steve has heard nothing else from the State.

TIF – Steve stated the last of the Income Tax has been collected in TIF I and TIF II.

A motion to approve the financial report and to pay all bills was made by Randy Peek, second by Mike Kampwerth. Motion carried 6-0.

Pat stated that Jon Schaller approved the Village to make the final payment to Mettler. Steve will double check the payments we've already paid Mettler to be sure of the final payment. Pat will also get with Schaller to clarify the amounts before making the

payment. A motion to pay the final pay request, once all numbers are clarified, was made by Larry Harper, second by Gary Litteken. Motion carried 6-0.

4. PARK DISTRICT REPORT:

Gary Litteken reported on the Park District. Gary stated there is no date set for the Park's 50th anniversary although they are looking at the last weekend in June. Gary stated they are going to rebid the walking path project since it has been so long. Mike Buscher will meet with Dan Imming in the next month or so to work on identifying the park buildings. Gary Rakers will get with Sticky on the use of the leaf vacuum.

5. POLICE REPORT:

Mark Taylor gave the monthly police report. Mark stated the 8 thefts were all car burglaries. Mark said that there are no portable radios that will work until the County updates their system. Mark will ask Doug Maue if upgrades are in the near future.

Jenny is to email the 911 ordinance to Kurt for addition to the ordinance book. This also needs to be addressed in the newsletter again.

Mark presented a letter to the Board regarding an individual wanting to put on a fireworks display for a wedding reception. The Board stated this is prohibited inside the corporate limits.

6. CURRENT PROJECTS:

-Vintage Hall – Kurt reported that work nights this week are Tuesday and Wednesday. The work is progressing and they will be looking at drawings soon. Currently there is interior tuckpointing and staining being done.

-South Approach to Page Street – Mike Buscher has been working on the easements. Pat needs to get the legals to Henry to prepare.

7. VILLAGE ADMINISTRATOR'S REPORT:

-Brochure – Mike presented a rough draft for all to review. Mike said he'd like to see a few minor adjustments in color, lettering size, etc. Mike asked the Village Board to review it and send him any suggested changes as well.

-TIF – Kurt reported on Grassmasters' TIF application. A rough project cost of \$62K is what is being reported and they are seeking \$25K in TIF funds. Kurt will work up a contract for 5 years and a total of \$20K for Grassmasters. A motion to approve this contract was made by Kurt Schmitz, second by Larry Harper. Motion carried 6-0.

-Business Person's Meeting – Mike stated the date is set for March 16th upstairs at the Legion. Mike would like to meet with a few Board members to go over an agenda for the evening. The Board approved a \$500 budget. Mike will get invites out to the businesses.

-Water Improvement Projects – Mike stated there were some non-easements where this project was concerned so he spent quite a bit of time talking with these people to update them on what's going on.

-Community Grant – Mike spoke about grant writing and how he and Jon LeCroy will be working on a community grant. This grant is through Walmart and is a grant directed at benefiting the community.

-Rt. 50 Coalition – Mike stated they are doing 2 phases of the engineering study and they are still quite concerned about the intersection in Lebanon.

8. ZONING ADMINISTRATOR'S REPORT:

Gary Rakers reported that there were 3 miscellaneous, 1 new home and 1 special use permits issue in January.

-Woltering Plat – Jeff presented the information requested by the Zoning Board to the Village Board and reviewed the plat. Scott reviewed the Zoning Board recommendation for the plat and the letter Jeff presented. Henry stated the information must be included on the plat to be recorded. A motion to approve the plat with the additions recommended was made by Randy Peek, second by Kurt Schmitz. Motion carried 6-0. The additions include the title change on the cover and include the description.

-Holtmann Special Use – Dennis Holtmann reviewed his plans for the Daycare. Scott Voyles reviewed the Zoning Board's recommendation on this special use to put a daycare in an industrial zone. A motion to accept the Zoning Board's recommendation to approve a daycare in an industrial zone was made by Kurt Schmitz, second by Larry Harper. Motion carried 6-0.

Dale stated in a recent conversation with Sandy Mondt it was stated she would possibly be tearing down a rental property she owns on W First Street.

9. DIRECTOR OF PUBLIC WORKS REPORT:

Gary presented repair estimates of the lift stations from Vandevanter. The estimate was broke down by lift station see the Board can see the details of each one. Gary asked how to proceed. A motion to repair the Park, Industrial Park and Legion lift stations with the use of TIF Funds was made by Kurt Schmitz, second by Larry Harper. Motion carried 6-0.

Gary reviewed the cost estimate for the cameras. A motion to install them was made by Kurt Schmitz, second by Larry Harper. Motion carried 6-0.

Dale reviewed the IDOL visit we had last week. It was stated that this was a route safety check. All items of concern have been fixed and the pictures have been sent in as proof.

-Late Customer Update – Jenny reviewed the past due account balance of \$5605.37. She stated that all late customers were called this past month.

10. NEW BUSINESS:

Kurt asked Jenny to send him information on the new tech as he has questions regarding networking.

The sewer at Faust Automotive has been redirected.

John and Jim Kues were present to get cost and options for getting water and sewer to the old Wessel house. Pat is to get a cost on these.

A motion to enter into executive session to discuss employee issues was made by Larry Harper, second by Kurt Schmitz. Motion carried 6-0. Time was 8:44pm.

The Board discussed employee issues and personnel matters.

A motion to exit executive session was made by Chuck Schrage, second by Randy Peek. Motion carried 6-0. Time was 9:28pm.

The Board discussed a 2% pay raise for village employees, on the recommendation of the employee committee. A motion to approve this recommendation and make the increase retroactive to January 1, 2017 was made by Kurt Schmitz, second by Larry Harper. Motion carried 6-0.

The Board agreed to move forward with a proposal from Aviston PD to upgrade service weapons to include the option of officer-on-duty carrying a rifle/carbine in the patrol vehicle, as specified in the AMENDED addition to the PD policy manual "Rifle/Carbine Authorization and Regulations", as presented previously by Chief Taylor. Motion was made by Mike Kampwerth, second by Randy Peek. Motion carried 6-0.

A discussion was held pertaining to the continuing employment of Jim Hegger as water department consultant. It was agreed that the employee committee will meet with Mr. Hegger to discuss this arrangement and report back to the board.

Motion to adjourn was made by Kurt Schmitz, second by Chuck Schrage. Motion carried 6-0. Time was 9:45pm.

Jennifer Jansen, Village Clerk