

**VILLAGE OF AVISTON  
MINUTES OF REGULAR MEETING HELD ON:  
TUESDAY MARCH 7, 2017**

The regular meeting of the President and Board of Trustee was held on Tuesday March 7, 2017 at 7:30pm in the Village Hall. In attendance were Village President Dale Haukap, Village Administrator Mike Buscher, 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 Craig Strubhart, Neal Richter, James Rakers, Todd Schultz, Angela Schultz, Amber Markus, Scott Schulte, Clinton Schrage, Kevin Eversgerd, Mary Rakers, Tom Santel, Jerome Rakers, Jason Rakers, Jeff Luebbers, Vivian Luebbers, Al Billhartz and Mike Emig.

**1. GUESTS:**

Mike Emig with Sugar Creek Township spoke about Ranz Road and the flooding issues for the residents that live back there. There is a roadway that goes between Walnut Hill subdivision and Ranz Road that Mike would like to discuss. Neal Richter stated that this roadway between the two areas is an easement by Larry Lager. The Village Board recommended all property owners and residents work to find an agreement as this is not in the Village corporate limits.

**2. MINUTES:**

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

**3. FINANCIAL REPORT:**

A motion to table the financial report until Steve is present was made by Kurt Schmitz, second by Chuck Schrage.

A motion to pay all bills was made by Larry Harper, second by Randy Peek. Motion carried 6-0.

**4. PARK DISTRICT:**

Randy Peek spoke for the Park District and that the park clean up day is set for March 25<sup>th</sup> and the 50<sup>th</sup> celebration of the park is set for June 17<sup>th</sup>. Al will be working on the walking path this spring.

Mike Kampwerth spoke with Carrie Trame at CCE to get the Park District bills out of the Village's name and get them to the Park. Jenny informed the Board of the information that was given today and stated that all paper work should now be complete.

**5. POLICE REPORT:**

Mark Taylor gave the monthly police report. Mark stated a new officer was hired, Blake Welge. Blake is already trained, can start immediately and wants to work weekends.

Mark stated he did contact the gentleman that wanted to do fireworks for his wedding and informed him that our ordinances do not permit this.

Mark stated he called Doug Maue at the County regarding the radio upgrades. Doug stated they do know what the cost is and what it will take and they are just waiting on the County to appropriate the funds.

-AERA – Kyle discussed CodeRED and the storms we recently had. Kyle reviewed the storm info and the National Weather Service was late. Jenny and Kyle are working to see why a few messages were not delivered. Kyle did give information on FB letting people know what happened and that CodeRED is working as it was intended to. It was also stated that CodeRED comes across as an 800 number and all residents should be aware of that. Kyle mentioned a storm ready program and stated it wouldn't cost the Village anything it just basically put signs up that we are on the ball with storms.

-County EMA – Kyle mentioned that they are looking into a mutual aide agreement for more support.

-Carlyle Lake 50<sup>th</sup> Celebration – Kyle mentioned that the County is looking for assistance from local communities to help volunteer.

Kyle mentioned he purchased a few items from for the group and this was covered by his budget.

Newest member of the AERA is Matt Kohnen.

## **6. CURRENT PROJECTS:**

-Vintage Hall – Kurt Schmitz stated there is still work in progress. The sewer line was scoped and looked good. It was flushed and will be used. Volunteers are working on the upstairs, contractors working at no cost. Drawings are ready to be looked at by a local builder and things will move along from here. Ceiling is in upstairs, flooring installed and meetings are already being held up there.

-Southern Approach to N. Page Street – Mike is working on the easements. Pat needs to get the legal descriptions to Henry.

## **7. VILLAGE ADMINISTRATOR'S REPORT:**

-Brochure – Mike Buscher stated a few pictures were changed out but overall the brochure is finalized and everyone's packet. Dawn sent a bill for this work for only \$100.

-TIF I & TIF II – Mike stated he and Kurt met with Building Blocks Daycare and reviewed the draft agreement. Holtmann Development LLC is requesting \$50K and Kurt looked into the request to make sure all items are TIF eligible, which they are. A motion to approve the TIF agreement between the Village and Holtmann Development LLC was made by Chuck Schrage, second by Randy Peek. Motion carried 5-0 as follows:

L. Harper – aye	C. Schrage – aye
M. Kampwerth – aye	G. Litteken – aye
R. Peek – aye	K. Schmitz – abstained.

Mike reviewed information regarding TIF II and incorporating parts of TIF I, adjusting the TIF II boundary. Mike will have discussions with Keith Moran about adding a few properties to adjust this boundary and will report back at the April meeting. The Board discussed Eric Timmermann property and splitting the lot for a second business. Eric already applied for a building permit so he doesn't need a variance or

special use for the second business. Pat will get the zoning information together and send a PDF to the Village Board.

-RLF – Mike stated there are currently 3 applicants interested in the RLF money. Mike will get with Steve to further discuss these as well as the interest rate.

-New Business Recruitment – Mike said it has been a busy couple of months as he has been working with up to 5 businesses.

-Business Person Meeting – A copy of a draft agenda is available for all to review along with an invite in everyone's packet. The meeting is set for March 16<sup>th</sup> at the Legion at 7pm.

-Community Grant – Mike and Jon LeCroy are working together on this. They have a rough budget worked out and it's basically a community involvement program.

-Park Insurance – Mike met with Dan Imming and reviewed the information he had. All buildings have been identified by number and the overage of one of the buildings has been identified and remedied.

-Tri-Township Water District – Mike communicated with John Barr a few times and he stated that they would like a meeting between some of their people and a few of our Village Board members. Henry reviewed the draft letter everyone had in their packet. The Village Board recommends a small group meeting with Tri-Township without an attorney to see what they are really looking for.

## **8. ZONING ADMINISTRATOR'S REPORT:**

Gary Rakers reported 4 miscellaneous permits, 3 new home permits, 1 special use permit and 1 daycare for the month.

Kurt asked about the manhole on the Strieker property and asked Gary to make sure that it does not get covered.

Bob Albers requested to be on the Zoning Board. Village President Dale Haukap, with the approval of the Village Board appointed Bob as a new Zoning Board member.

Pat Netemeyer presented a plat for Rick Goestenkors minor subdivision. A motion to approve this minor plat was made by Kurt Schmitz, second by Mike Kampwerth. Motion carried 6-0.

Jenny is to get minutes of the previous Zoning Board meeting for all future Village Board meetings.

Mike Buscher spoke about the bank building next door to the Village Hall. Mike stated that there is an interested party but that they would like to turn it into apartments. Mike recommends the Village look into the property.

## **9. DIRECTOR OF PUBLIC WORKS REPORT:**

Gary Rakers discussed an easement with Sam Lampe regarding approximately .6 acres to get to our well. Gary asked if we can get a letter written up and signed to allow us to get to our well in lieu of a small payment (\$100-\$150). Mike Buscher will get a letter prepared with signatures.

Gary reviewed the repairs on the lift stations. The cord on the lift station at Markus is too short and the pump was drawing a lot of voltage; Commercial Street lift station needed new impellers; Park needed new impellers and Second Street needed new rails.

The Wessel property was mentioned again. Gary sent out the information pertaining to this for all to review. This needs further review and Pat will get a cost estimate.

A motion to enter into executive session was made by Randy Peek, second by Gary Litteken. Motion carried 6-0. Time was 9:53pm

Minutes of the remainder of the meeting and executive session were taken by a Village Board member.

Jennifer Jansen, Village Clerk