

**VILLAGE OF AVISTON
MINUTES OF REGULAR MEETING HELD ON:
TUESDAY MARCH 8, 2016**

The regular meeting of the President and Board of Trustee was held on Tuesday March 8, 2016 at 7:30pm in the Village Hall. In attendance were Village President Dale Haukap, Village Clerk Jennifer Jansen, Trustees Larry Harper, Mike Kampwerth, Chuck Schrage, Gary Litteken and Kurt Schmitz. Employees present included Gary Rakers, Mark Taylor, Kyle Markus and Village Attorney Henry Bergmann. Guests included Mike, Lori and Chris Dall, Jim and Donna Lampe, Deb Luebbers, Dale Buscher, Andrew Kampwerth, Ranee Wessling, Curt Albers and Jeff Woltering.

1. GUESTS:

Curt Albers was present to discuss the sump pump drainage that is being stopped up in the ditch. Curt also stated that Muntan's aeration is not working properly and is discharging into the ditch. Mike Kampwerth mentioned that originally the Village had discussed getting the length from the drop box to the lake, get the price and then the residents could use that towards closing in the ditch if they so choose. Gary says he has been in contact with one of Jerry Middeke's workers about the aeration not working and they cannot figure out what the issue is. Curt said that he will address the issue with Rich Muntan as well. Gary will work with Jim Markus to figure out what can be done with the ditch/drainage issue. The Village Board will get back with Curt regarding cost and such.

Other guests were present to support the Vintage Hall renovations and listen in to the meeting.

2. MINUTES:

The minutes of the previous meetings were available for review. A motion to approve, with an amendment to the regular minutes, was made by Larry Harper, second by Chuck Schrage. Motion carried 6-0.

3. PARK DISTRICT:

The Park District met with the committee and agreed to the fee of \$4K a quarter, a yearly lease and the Park District to be responsible for all electric utilities. A motion to approve this was made by Gary Litteken, second by Larry Harper. Motion carried 6-0.

4. POLICE REPORT:

Kyle Markus was present to discuss AERA. He stated that he and a couple others attended an event held by KMOV at Wesclin regarding weather. Kyle stated that he has made an AERA FaceBook page and it seems like it is going over well. Kyle requested helmet with lights for AERA, replenish shirts they are out of, and a radar app for all 6 personnel. Total cost for all requested items is about \$974. The Board approved the request.

Mark presented the monthly report. Mike Kampwerth asked about a possible FaceBook page for the Police Department. Mike mentioned hearing about a suspicious vehicle north of town and thought FaceBook might be a good way to get information out.

Mark passed out an addition to the General Orders Manual. Mark stated this needs to be approved and then added into the manual as required by the State. A motion to table this until next meeting for further review was made by Larry Harper, second by Kurt Schmitz. Motion carried 6-0.

5. CURRENT PROJECTS:

-Spring Street Ordinance (2016-3-1) – The restriction for Spring Street Ordinance was presented for all to review. Kurt reviewed the ordinance with the Village Board again. A motion to approve this ordinance was made by Kurt Schmitz, second by Larry Harper. Motion carried 6-0.

-TIF – Kurt is requesting TIF funds for burying the overhead electric wires at the Vintage Hall. The cost is \$3,995. Ben Netemeyer is checking on the phone line that runs through the area. A motion to approve the \$3,995 in TIF funds to move the electric wires at the Vintage Hall was made by Larry Harper, second by Gary Litteken. Motion carried 6-0. Pat Netemeyer entered the meeting. Time was 7:56pm.

6. ADMINISTRATOR'S REPORT:

-Business/Industrial Park – Randy and Dale met with Jeff regarding the letter we sent from the last meeting to resolve questions Jeff had. The Village informed Jeff that the water and sewer can begin once the letter is received from Jeff's bank. After that, it will take 2 weeks to get the EPA permits and then 90 days from the letting. Jeff knows he is responsible for the fire plugs, but the Village will set them. The Board then discussed sewer and water taps. Kurt reviewed other local water and sewer tap fees for discussion. Steve Goestenkers entered the meeting. Time was 8:37pm. The Board agreed to \$4,000K total for water (\$2,200) and sewer (\$1,800). Jeff gave a brief overview of the timeline of events and incidents that happened in the past 3 years. The lien on the parcel(s) was discussed and the reason for the lien. Detention was also discussed and how/when this needs to be completed.

An ordinance will be drawn up for water and sewer fees for a total of \$4,000 as mentioned above to encompass all of TIF II. A motion to draft this was made by Kurt Schmitz, second by Randy Peek. Motion carried 6-0.

-Banners – Jenny informed the Board that there are approximately 58-60 banners that have been purchased. All information will then be forwarded to Recognitions for review of the names and sizes.

-Electric Aggregation – Dale stated he and Mike attended the Aggregation meeting and the price will be decreasing over the next 3 years.

7. FINANCIAL REPORT:

Steve Goestenkers reviewed the monthly financial report. Steve reported that overall we collected \$101K and disbursed \$196K.

GF – Normal receipts for the month with the exception of no Income Tax check being received. Expenses were up on the garbage portion as a check from a previous month was lost in the mail and was paid this month. Engineering was the only other large expense. Year to date we are at a \$33K deficit with a majority of it being street maintenance.

WF – This is the first month with the higher water rates and collected just over \$41K and is about \$300 higher than projected. The main expenses were HMG and water distribution/improvements.

SF – Steve reported normal receipts and expenses for the month. There was a surplus of 5K this past month.

PF & MFT – Normal receipts were noted in each account however Steve did mention that our share of MFT seems to be lower. Randy informed Steve of the passed Park Lease and that the new lease payment will not be due until May.

DF & RLF – All accounts are current.

TIF – There was one contract that was paid.

A motion to accept the financial report and pay all bills was made by Larry Harper, second by Chuck Schrage. Motion carried 6-0.

8. ZONING ADMINISTRATOR'S REPORT:

Gary reported that there were no permits issued in the month of February. Dale Buscher asked if the Zoning Board could have a non voting member instead of asking someone to resign from the Board. The Village Board stated it was fine and all will be paid accordingly.

-LED Street Lighting Ordinance – This is to be tabled until next meeting for Henry to review. Randy will get a copy of this ordinance to Henry.

9. DIRECTOR OF PUBLIC WORKS REPORT:

-JUBS – Jenny reviewed the JUBS Utility Billing Software quote with the Board. All members have copies of this quote to review.

-Bus Shed Utilities – Gary stated it is not feasible for the Village to get sewer to the bus shed without a major expense. The water will need to come from Rakers Electric as a service line.

-Rock Bunker – Gary stated they are working on compacting the area. Eight more concrete blocks were purchased from Beelmann to finish the project.

Larry asked about the progress at the water plant. Gary said the doors are all in, keyless entry has been installed, back room is complete and the back wash pump is set to an alarm.

Gary said that when Mike Buscher gets back from vacation they will be working on MFT.

The bids for the big truck were opened. Only two bids were received and they are as follows:

-Brian Von Bokel - \$1335.00

-Steve Powers - \$978.00.

Jenny will contact Brian to pay for the truck and pick it up. Jenny will then get in touch with Dan Imming to drop insurance coverage.

Gary stated he has been in contact with Elsay Township about the purchase of their truck. The truck is a ton truck, 550 with 50K miles with a snow plow for \$20K. A motion to approve the purchase of this truck as made by Gary Litteken, second by Mike Kampwerth. Motion carried 6-0 by roll call as follows:

L. Harper – aye

C. Schrage – aye

M. Kampwerth – aye
R. Peek – aye

G. Litteken – aye
K. Schmitz – aye.

10. RAFFLE ORDINANCE:

The raffle ordinance, as requested by the Legion, was reviewed by all. Henry reviewed the ordinance and stated that he is not the council for the Legion so he cannot say in good faith that this will help them with the State and their Video Poker License however it will not hurt the Village either. A motion to approve the Raffle Ordinance was made by Randy Peek, second by Mike Kampwerth. Motion carried 6-0 by roll call vote as follows:

L. Harper – aye

C. Schrage – aye

M. Kampwerth – aye

G. Litteken – aye

R. Peek – aye

K. Schmitz – aye.

11. NEW BUSINESS:

Mike Kampwerth asked about the website update. Jenny stated that Michell has a lot of things transferred over to the new site but a training session is needed. There were some minor issues with the PDF files and this will be up and moving soon. Pat asked if the zoning code could be added to the site. As soon as the Code is up to date this can be added.

Mike also asked about sidewalk projects. This will be tabled for this year. Jenny mentioned the sidewalk at 99 E Logan and that the home owner would like it removed, not replaced. The Board will look into this and review at the next meeting.

Chuck Schrage mentioned that the Railroad Crossing on Aviston Albers Road is very rough and asked who is responsible for maintaining it. Gary will check into this. Chuck also asked about the need to possibly changing the speed limit along Old Route 50 along with moving the speed limit sign further east. It is the responsibility of the State to move the sign.

Kurt Schmitz stated that he sent out a TIF application to GrassMasters. There is no word back from Citadel at this time.

A motion to enter into executive session to discuss employees was made by Larry Harper, second by Kurt Schmitz. Motion carried 6-0. Time was 9:30pm

Minutes of executive session were taken by Larry Harper.

The Board voted to come out of executive session at 10:06pm on a motion by Trustee Larry Harper, seconded by Trustee Randy Peek (6 ayes / 0 nays). The Board voted to reconvene the regular board meeting on a motion made by Trustee Kurt Schmitz, seconded by Trustee Gary Litteken (6 ayes / 0 nays). The Board voted to adjourn the regular meeting on a motion by Trustee Chuck Schrage, seconded by Trustee Mike Kampwerth (6 ayes / 0 nays). The regular board meeting was adjourned at 10:09pm.

Jennifer Jansen, Village Clerk

