

**VILLAGE OF AVISTON
MINUTES OF REGULAR MEETING HELD ON:
TUESDAY SEPTEMBER 6, 2016**

The regular meeting of the President and Board of Trustee was held on Tuesday September 6, 2016 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, and Gary Litteken. Employees present included Gary Rakers, Kyle Markus and Village Attorney Henry Bergmann. Guests included Dale Buscher, Kurt Rakers, Jim Markus, Jeff Woltering, Scott Von Bokel, John Kues, Eric Timmermann, Jerry Middeke, Dan Pickett and the Boy Scouts and Ranee & Neil Becker.

1. GUESTS:

Dan Pickett and the Boy Scouts were present to discuss E-recycling. Dan stated he would like to get a program together in Aviston. Dan said the Scouts would need a set up area to collect the items and store them until they can get rid of them. The Village Board would like to see where this can be set up and get a schedule together once a location is set. Randy Peek stated he would check on a shed.

Scott Von Bokel of the ACIC was present just to give information to the Board about the upcoming events. Dale mentioned he would like the ACIC to look into getting a digital Welcome to Aviston sign for the east side of town.

2. MINUTES:

The minutes of the previous meeting were available for all to review. A motion to approve the minutes with minor amendments was made by Larry Harper, second by Chuck Schrage. Motion carried 5-0.

3. FINANCIAL REPORT:

Steve Goestenkers reviewed the monthly financial report. Steve mentioned we are about 4 months into the fiscal year and collected \$128K and disbursed \$124K for the month. No unusual activity for the month.

MFT – One disbursement was made during the month and normal monthly receipts were collected.

TIF I – One payment was made and no taxes have yet been received.

GF – Normal receipts this received this month. No major disbursements noted.

WF – Revenue for the month was approximately \$44K and for the year approximately \$170K and on pace to be a little higher than expected. The only large expense was in the Water Plant/Distributions for the CSX Railroad easement.

SF – Normal monthly receipts noted and on pace with the budget.

PF – Quarterly rent was received.

RLF – All loans current and there is \$49K available to loan out.

A motion to approve the financial report and pay all normal monthly bills was made by Gary Litteken, second by Randy Peek. Motion carried 5-0.

The Finance Committee will need to meet before the next meeting to discuss the interest rate for the RLF.

3. PARK DISTRICT:

No one from the Park District was available to report.

Mike Kampwerth stated that the sidewalk project is supposed to start soon. Dale stated he spoke with Mike Toebe about the engineering bills and that the Park District should go through the Village Engineer for projects.

Gary Rakers said rip rap was put under the walking bridge.

Henry stated he brought a copy of a Park Lease for all to review. Jenny will email to Mike Toebe for review as well.

4. POLICE REPORT:

Kyle Markus gave the monthly police report. Kyle mentioned the jury trial that our department recently participated in and that the man was found guilty. The vehicle will be picked up as soon as he is sentenced.

-Property Maintenance – Mark spoke with Kevin Hilmes and Kevin stated he will not be doing anything about the property at this time. Paul Fuehne property is also listed here and Mark will send out a citation in the mail.

-Resignation – Mary Wieser resigned as of 9/1/16.

-Uniforms – Kyle stated he is currently outfitted in the uniform Ray O'Herron sent for free. Kyle stated that the comfort level is much better than the previous uniform and looks more professional. To outfit the entire department would be approximately \$2500. The Employee Committee will review this.

-General Orders Manual Update – This item will be presented at the next regular meeting.

-Cannabis Ordinance – Mark emailed to the Village Board. This will be addressed at the next regular meeting.

-CodeRED – Kyle stated he spoke with Tami Kampwerth regarding CodeRED and Tami stated the school would not be interested. Kyle spoke with CodeRED and they would help set up the shape file as quickly as possible. A motion to approve this new system and pay the \$3000 fee was made by Mike Kampwerth, second by Gary Litteken. Motion carried 5-0.

-Police Presence – Mike Kampwerth mentioned again that he would like to see more police presence in the public, school, kid activities, etc. Kyle stated this will be noted.

5. CURRENT PROJECTS:

-Rt. 50 Coalition – It was mentioned that the golf outing was cancelled.

-Business/Industrial Park – A pay request from Korte Luitjohan for \$57K was presented and the Village will owe another \$20K in total. The total contract was \$208K. Mettler is not finished and will not bill until they are completely finished. A motion to pay the final pay request from Korte Luitjohan was made by Mike Kampwerth, second by Larry Harper. Motion carried 5-0.

-Vintage Hall – It was stated that the Ladies' Sodality donated \$500. It was stated they are looking into radiant heat and it was asked if the barricades can be moved.

-4th Street & Schumacher Stop Signs – Henry is working on the ordinance.

-Page St. & US 50 Stop Sign – Need ordinances to install these signs. Gary will get the information to Henry for ordinance preparation.

-Southern Approach to Page Street – Mike Kampwerth stated he would like to get preliminary drawings together for this intersection. Mike and Pat will walk the area and see what they can come up with.

-Kurt Rakers' Drop box – Kurt presented a plan of where the pipe would be installed and asked the Village Board to pay for the drop box on the easement. A drop box is approximately \$400. A motion for the Village to purchase the drop box, Kurt to pay for installation and all labor was made by Chuck Schrage, second by Mike Kampwerth.

Motion carried 4-1 as follows:

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

6. VILLAGE ADMINISTRATOR'S REPORT:

-1st National Bank – No decision on this.

-Easements – All notices have been sent regarding the easements and all will be notified before work begins in the next month or so.

-Brochure – Dawn Heimann-Neumann has been doing the work on this. Mike will meet with Dawn in the near future. Mike stated our only cost would be to pay Dawn for her work.

-TIF – Two TIF applications were received; Citadel and Grassmasters. Kurt would like a committee meeting to review these.

-Tri-Township Water District Letter – Mike Buscher stated that we received a letter today from Tri-Township regarding our water extension into Tri-Township's district. Mike will be getting the paperwork together and possibly meet with them.

7. ZONING ADMINISTRATOR'S REPORT:

Gary Rakers reported there were 4 miscellaneous permits, 1 new home, and 2 variances for the month.

Jeff Woltering stated that he and John Kues just finished the final land sale this past week and he will be meeting with TWM to get the plat started. Jeff said he will get the final payment to the Village for the new road this week; he is waiting on the bank. Jeff mentioned that he was at the Zoning Board meeting where they were discussing LED street lighting and Jeff asked if he could try these in the industrial park with him purchasing 2 and the Village purchasing one. Jeff said he did not have a chance to get a quote on this yet but will have one for next meeting. Dale Buscher stated the quote he has would not be sufficient for the Industrial area.

-Wessling Special Use – Rane and Neil Becker were present for the final decision on building a daycare in an industrial zone. The Zoning Board recommended approval of this. A motion to accept the recommendation of the Zoning Board was made by Gary Litteken, second by Larry Harper. Motion carried 5-0.

-WT Enterprises Special Use – Eric Timmermann was present to discuss the special use request for splitting a lot for three separate businesses, to include the car wash. The Zoning Board tabled this special use until further information is provided. Henry advised Eric to follow up with the subdivision code and then take it back to the Zoning Board.

8. DIRECTOR OF PUBLIC WORKS REPORT:

Gary Rakers stated that the security cameras at the maintenance building are installed and working. There are a couple of glitches but overall working well. Gary and Justin discussed installing security cameras at the water plant and Well #2 over a security fence.

Gary asked about the no parking signs at the Vintage Hall and if they should be leave down. The Village Board stated to leave as is.

Gary mentioned the backhoe needs new tires and the quote on the tires (\$1243) and the new dump truck also needs new tires (\$1500). The quotes presented were from Best One but Gary will get a quote from Faust for the truck tires. Gary said neither needs to be done right now, but would need to get them done before winter.

Gary mentioned the newer lawn mower is running very rough and is currently in Highland getting looked at. Gary has no idea what the problem is.

9. NEW BUSINESS:

John Kues was present to show potential new business plans for his property. John mentioned that Poettker's are looking for one more tenant before the building can be started.

Dale Buscher presented the LED Street Light quote for review. Gary will check with Ameren to get a cost on installation. The Village Board has the quote for this and the literature to go with this.

Kelly & Gina Markus sent an email regarding the condition of the ditch on the north end of their property. The Village Board reviewed this and stated to clean out the ditch.

Property Insurance coverage lists were passed out for all to review. The Health & Safety Committee have reviewed these sheets and will get more information from Gary on the generators and Mike Buscher to get a better idea of the buildings at the park. The Board would also like to check into the Park District insurance coverage to make sure the buildings aren't insured by both.

A motion to enter into executive session to discuss employee matters was made by Randy Peek, second by Mike Kampwerth. Motion carried 5-0. Time was 9:35pm.

Minutes of the regular meeting were taken by Jennifer Jansen.