

**VILLAGE OF AVISTON
MINUTES OF REGULAR MEETING HELD ON:
MONDAY NOVEMBER 7, 2016**

The regular meeting of the President and Board of Trustee was held on Monday November 7, 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, Randy Peek, Chuck Schrage, Gary Litteken and Kurt Schmitz. Employees present included Gary Rakers, Mark Taylor, Jim Hegger, and Village Attorney Henry Bergmann. Guests included Dan Pickett, Seth Netemeyer, Kelsie Henderson, Cierra Zanger, Anthony Detmer and Eric Borowiak.

1. GUESTS:

Several high school students were present to listen to the meeting for Mr. Peter's class. Eric Borowiak was present to discuss a drainage issue along Old State Road. Borowiak stated that the water flow issue has increased significantly in the past several years. Randy Peek and Gary Rakers will look at the issue to see if anything can be done.

2. MINUTES:

Minutes of the previous meeting were available for review. A motion to approve was made by Chuck Schrage, second by Randy Peek. Motion carried 5-0.

3. FINANCIAL REPORT:

Steve Goestenkers reported that we collected \$106K and disbursed \$103K for the month of October.

GF – No Income Tax check was received this month. The State is still 2 months behind on Income Tax payments. Sales tax revenue is on pace to be about \$120K which is a nice pick up compared to normal. Expenses are up with due to police car purchase, street and sidewalk maintenance, vehicle repairs and village hall supplies (security cameras).

WF – Revenue is on pace to hit \$506K compared to the budget of \$490K. No expenses out of line to report on.

SF – The revenue is \$91K and the budget for the year is \$183K. Expenses are a bit higher. Year to date the sewer fund is showing a profit of \$9K.

PF – Wages are currently over budget pace, but with winter coming this should plain off.

MFT – This fund is on pace to hit about \$48K compared to the budget amount of \$50K.

RLF – The loan is current. Steve reported on a letter he received from the State asking us to NOT loan out the funds currently available as they are revamping this reporting method.

TIF – Steve reported that we are expected to receive \$129K in TIF I.

Steve reviewed the audit report with the Board and the list of the bills. A motion to accept the financial report and approval to pay all bills was made by Gary Litteken, second by Kurt Schmitz. Motion carried 5-0.

4. WATER PROJECTS:

Jim Hegger said that the loan agreement was signed and executed, contracts awarded and preconstruction meetings scheduled. The first week in December is an approximate start time for Korte & Luitjohan. Gary will get started on the temporary access. Jenny is to give a public notice in the next newsletter. Jim said that there should be a first pay request for next month.

Jim stated Pedrotti requested a computer update at the plant. Steve will check with HMG to see what is reimbursable.

5. PARK DISTRICT:

Gary Litteken reported that the Park District signed the lease agreement with the Church for Kopff Field. There is currently no information on the sidewalk project.

6. POLICE REPORT:

Mark Taylor gave the monthly police report.

-Property Maintenance – The Gentz property along Old US 50 is being fixed up. The Hilmes property is being worked on as well.

-General Orders Manual – No report.

-Cannabis Ordinance – Henry did not have a chance to review so this will be tabled until the December meeting.

AERA – No report. Larry Harper did ask if AERA could help with traffic control if need be. Kurt reviewed the AERA guidelines and determined this is not something they would do.

-Radio System – The County is looking into updating this system but there is no update at his time. Mark will contact Ron Whiteside to see if a repeater in the trunk of the cars would help. Gary Rakers will check with the Craig Lampe to see if this is something that might help us out.

7. CURRENT PROJECTS:

-Rt. 50 Coalition – Mike Buscher stated there is a new website for this group. There is a bill for \$500 for an annual contribution. The Board stated to pay this bill with the bills to be paid.

-Industrial Park – There is a pay request from Mettler. The Village Board voted to pay the request minus \$3384.00 as this was over the estimate given to Dale and Gary. A motion to approve the pay request #3, minus \$3384.00, was made by Kurt Schmitz, second by Chuck Schrage. Motion carried 5-0.

-Vintage Hall – Kurt Schmitz stated that Jenna Kues has volunteered her time and got all files from Ben to get drawings on the Vintage Hall complete. Pat will review all plans she does as the Village Engineer. ACIC is busy with the upstairs and would like to use this place as a meeting space. Kurt reviewed the ADA compliance issues to see if this would be a violation. After reading into this the thought was this will not violate ADA compliance. Henry will also review to make sure we are compliant.

-North Page Street Approach – Seth stated this will get staked so all land owners can be talked with.

-Trees in St. John's Alley – Randy Peek spoke with Linda Nulsen and Brad Schomaker regarding the trees in the alley. Tom Santel would charge \$2800 to take out

these four trees. A motion to leave the trees as is was made by Larry Harper, second by Randy Peek. Motion carried 3-2 as follows:

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

8. VILLAGE ADMINISTRATOR'S REPORT:

-Brochure – Mike presented a draft brochure to all to review and asked for all to give feedback to him.

-Comprehensive Plan – Mike did some research and presented it to the Board for review.

-Enterprise Zone and TIF – Mike said he spoke with Sharon Jervis regarding the TIF contract and he will have to meet with her again. Mike says he has the new Grassmasters application to review as well.

-Prospective Businesses – Mike discussed the RLF and how the State's request limits the Village and new possible businesses. Mike asked if it is possible to get all of Old Rt. 50 staked off to see where the curbing would lay for future reference. A prospective daycare has asked Mike if the Village can do a survey in the Village to see how many people will be needing daycare services. The Board reviewed many options on how to assist this business get accurate information. Mike will give information to the daycare regarding Board suggestions and see what they want to do.

-Economic Development – Dale and Mike attended an economic development meeting in Trenton. Only a few municipalities attended the meeting.

-Tri-Township Water District – Henry sent out the letter to Tri-Township and has not heard anything back.

-Park Insurance Update – Mike said he has been working on this with Imming Insurance to help identify the buildings correctly.

Mike informed the Board that he attended an Emergency Management meeting in Carlyle since Kyle Markus couldn't attend.

Mike discussed phone improvements that are needed at the Village Hall. The Board stated to proceed on getting information and a cost estimate.

9. ZONING ADMINISTRATOR'S REPORT:

Gary Rakers stated there were 2 miscellaneous permits and 1 new home for the month.

-LED Street Lighting – Gary got prices on poles for LED lights. The cost is \$1300 for a concrete pole and \$1900 for a decorative pole. For anyone that wants to see these poles in Breese, they are along Second Street.

10. DIRECTOR OF PUBLIC WORKS REPORT:

Gary said he has no definite price on a new tough book yet. Once he gets a price quote from Midwest Meter he will let the Board know.

11. NEW BUSINESS:

-Boy Scout Building – Randy Peek stated the new building for the Boy Scout recycling program is out at the football field. Dan Pickett will get the information together so we can advertise in the newsletter.

-Insurance Bids – Kurt Schmitz reviewed the health insurance bids from Kris Oster. The Employee Committee recommended staying with Coventry and changes the plan to the following deductibles: \$3500/\$7000 and the reimbursement policy to \$1500. This means the employee is responsible for the first \$1500 and the Village will pick up the remainder of the deductible. A motion to approve this recommendation was made by Randy Peek, second by Chuck Schrage. Motion carried 5-0. The Board will also be reducing the medical portion of the retirement from 75% to 25% for all new hires after January 1, 2017.

The Property Insurance/Workers Comp Insurance was reviewed by the Board. The Public Property committee reviewed the following two bids:

Imming Insurance - \$34,441

IML - \$34,550.

A motion to stay with Imming Insurance (Trident & IPRF) was made by Randy Peek, second by Kurt Schmitz. Motion carried 5-0. The Board discussed Cyber Protection

-Christmas Lights – A bill was sent to the Village for Christmas lights. It was stated to forward this bill to Diane Woltering.

Chuck mentioned getting businesses together for a meeting/cocktails sometime in January for a meet and greet to get businesses together and get updated contact information.

A motion to enter into executive session to discuss employee issues was by Randy Peek, second by Gary Litteken. Motion carried 5-0. Time was 9:46pm.

Executive session minutes were taken by a Village Board member.

Jennifer Jansen, Village Clerk