

**VILLAGE OF AVISTON  
MINUTES OF REGULAR MEETING HELD ON:  
MONDAY JANUARY 8, 2018**

The regular meeting of the President and Board of Trustees was held on January 8, 2018 at 7:30pm in the Village Hall. In attendance were Village President Dale Haukap, Village Administrator Mike Buscher, Village Treasurer Steve Goesten Kors, Village Clerk Jennifer Jansen, Trustees Larry Harper, Mike Kampwerth, Randy Peek, Gary Litteken, Kurt Schmitz and Kevin Eversgerd. Employees present included Gary Rakers, Mark Taylor, and Village Engineer Pat Netemeyer. Guests included Justin Vonderhaar.

**1. GUESTS:**

No guests present.

**2. WATER UPDATE:**

Justin Vonderhaar said he has a change order for a deduct from Caldwell Tanks for final grading and seeding at the old tower site. A quote from Signature Lawns for \$1,185.00 and this quote was accepted by Caldwell. Justin said we are waiting on lien waivers. Still holding on the 10% retainage for Caldwell.

We still owe Korte & Luitjohan their 5% retainage before we can close out the loan.

Justin mentioned testing the pressures when the next flushing is scheduled.

A motion to accept the \$1185.00 deduct from Caldwell Tanks contract was made by Kurt Schmitz, second by Gary Litteken. Motion carried 6-0.

Justin stated the first loan payment will be due 6 months from the loan close-out.

**3. MINUTES:**

The minutes of the previous meetings were available for review. A motion to approve the minutes as amended was made by Randy Peek, second by Kevin Eversgerd. Motion carried 6-0.

-Sexual Harassment Ordinance – The Sexual Harassment Ordinance was in everyone's packet for review. A motion to approve the Ordinance was made by Randy Peek, second by Kevin Eversgerd. Motion carried 6-0. Jenny will contact Henry to see where this will need to go in the Ordinance Book and be discussed again at the February meeting.

**4. FINANCIAL REPORT:**

Steve Goesten Kors reviewed the monthly financial report. Steve stated we collected a little over \$117K and disbursed a little over \$113K. A review of the 8 month activity with the Board.

GF – Normal receipts for the month. High expenses included garbage which is matched with the income side as well. The only other high expense was the general liability insurance, property maintenance and vehicle repairs.

WF – Normal receipts were noted for the month. Year to date we are slightly ahead of the budget at \$333K. Again the large expense noted here was in insurance. The water fund has a YTD surplus of \$131,835

SF – Normal monthly receipts noted here. Revenue is a little under budget. Operating expense is the largest expense. YTD deficit is \$26,625.

PF – Normal receipts.

MFT – Normal receipts. No expenses noted.

RLF – All loans are current. Steve stated the State is still working on how the process will work on how we collect this and how we remit.

TIF I – Collected a little over \$130K for the year.

TIF II – Collected \$1,500 for the year.

-Water/Sewer Rates – Steve reviewed the water rates and suggested no increase at this time as the previous rate increase should cover our loan expense. The sewer fund is running a deficit continually and expenses are continuing to increase. The debt payment in the sewer fund is not completed until 2019. Steve suggested an increase on the minimum sewer charge of \$5.00. Kurt suggested a rate increase of \$3.75 to the minimum charge. A motion to approve \$3.75 to the minimum sewer charge, effective on the March 1<sup>st</sup> billing cycle, was made by Kurt Schmitz, second by Mike Kampwerth.

Motion carried 6-0 by roll call vote as follows:

L. Harper – aye	G. Litteken – aye
M. Kampwerth – aye	K. Schmitz – aye
R. Peek – aye	K. Eversgerd – aye.

A motion to approve the financial report was made by Kurt Schmitz, second by Kevin Eversgerd. Motion carried 6-0.

A motion to pay the bills was made by Randy Peek, second by Gary Litteken. Motion carried 6-0.

## **5. POLICE REPORT:**

Mark Taylor gave the monthly police report and the year to date report. Mark will get with Dale Rakers to discuss the Queen of Hearts.

## **6. PARK DISTRICT:**

No report.

Gary Rakers asked about installing a culvert by the Vietnam Wall memorial so people can park and walk to the memorial. The Village Board stated to purchase and get installed.

## **7. CURRENT PROJECTS:**

-Vintage Hall – Kurt stated we had our first rental and the reviews were good. The space on the lower level holds roughly 70 people. Kurt met with the ACIC regarding the annex space and their plans for that. Mike Buscher discussed insurance on the Vintage Hall. The Board stated to leave the insurance at \$260K and contents at \$10K. Larry suggested we inform all parties that have items at the Vintage Hall of the insurance.

-Spring Street Project – Pat presented plans for the Board to review. Pat is to add green space to the plan. Pat will make the desired changes on the plan.

-Construction Entrance at Restaurant – Craig Timmermann will get this done as soon as possible.

-Village Hall Remodel – Mike Kampwerth had a prebid meeting with all bidders on this project. Mike stated we will do this on time and material to keep cost down. Mike stated the biggest dilemma was the carpet for the meeting room to keep the noise down. Mike mentioned this project will start as soon as we can get things taken out and Al can start the demo portion. Mike also discussed the agreement between Pat and the Village of Aviston regarding the canopy attached to Pat's building but on our property. Pat will get the agreement to Henry for review for the February meeting.

-Garbage Contract – Randy, Gary Litteken and Dale met with Joell from Republic Waste regarding a new contract. Randy reviewed the items requested in the new contract and stated it would be a 7 year contract. The rates would increase 3% each year for the first 5 years and then a freeze the last 2 years. A motion to approve going forward with the 7 year contract was made by Kurt Schmitz, second by Kevin Eversgerd. Motion carried 6-0.

-Raffle & Poker Run – Dale stated there are recommendations from Henry in everyone's packet for review.

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

-TIF – Mike stated that Clinton County Garage Door application is in progress. We do not have a true number on their property tax as of right now. Building Blocks hasn't been started yet. JW Welding is working on his application as he wants to build this spring. Dollar General does have their TIF contract. No news on the Project 2 as of now.

-RLF Grant – Mike put a proposed grant together for all to review. Pat and Mike discussed the sidewalks in the grant area.

-Frontier Industrial Park – Mike presented and map for all to see.

-2018 MFT – Mike will be working on a budget for the next meeting.

-Code Enforcement Handbook – Mike, Henry and Kurt worked together to put this together. Mark asked about the expired plates being included in this.

-AT & T – Jenny reviewed TelPower rates. Jenny also mentioned that she contacted Charter and is doing more research into the cost savings from AT & T if we transfer to a new company.

Mike presented all of his hours for the month.

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

Gary included a year end report of all permits issued. Minutes of the Zoning Board meeting were in the packet for everyone to review.

## **9. PUBLIC WORKS DIRECTOR'S REPORT:**

Gary stated there are bids in everyone's packet on moving the generator on Second Street. The bids are as follows: Oakley \$11,084.32, Barton \$9,800.

-Maintenance Shed – No report.

-Water/Sewer at Kues – Dale asked if everyone reviewed an email sent by Mike Buscher regarding this. The Village Board questioned the amended agreement from Henry to Kues Brothers and where this agreement is. The Kues Brothers asked for a working group meeting to resolve the issue. Mike Kampwerth suggested that someone call Henry to find out where that document is.

## **10. NEW BUSINESS:**

Jenny reminded the Village Board that employee reviews are due.

A motion to adjourn was made by Larry Harper, second by Kurt Schmitz. Motion carried 6-0. Time was 10:27pm.

Jennifer Jansen, Village Clerk