

**VILLAGE OF AVISTON
MINUTES OF REGULAR MEETING HELD ON:
MONDAY NOVEMBER 4, 2019**

The regular meeting of the President and Board of Trustees was held on Monday November 4, 2019 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, and Kurt Schmitz. Employees present included Gary Rakers, Mark Taylor, David Trame, and Village Attorney Henry Bergmann. Guests included Lisa and Tony Staudenmaier, Curtis Stoll, Sydney Kuper, Trevor Schrage, Asia Jansen, Tammy Kampwerth, Julie Huelsmann, Brayden Richter, Corrine Detmer and Tanner Wellen.

1. GUESTS:

Several guests were present to observe for Mr. Peter's Civics class.

Julie Huelsmann and Tammy Kampwerth were present to ask for permission to hang yellow/gold ribbons on the light poles for Maren Poettker who is currently undergoing treatment for Neuroblastoma. The Village Board approved moving forward with this.

Tony and Lisa Staudenmaier were present to discuss the insurance update. Mike Buscher stated that he has been in contact with everyone and he has been informed that there has been a decision made but that he is currently unaware of what that decision is. Mike will inform everyone of any information he receives as soon as possible.

2. MINUTES:

Minutes of the previous meetings were available for all to review. A motion to approve the minutes was made by Randy Peek, second by Kurt Schmitz. Motion carried 5-0.

3. FINANCIAL REPORT:

Steve Goesten Kors introduced Curtis Stoll with Fick, Eggemeyer & Williamson, the firm hired to complete the Village audit. Stoll passed out bound copies of the audit and reviewed the audit report with the Board as it has changed from previous years.

Steve reviewed the monthly financial report. Steve stated the Village collected \$313K and disbursed \$165K. Income was higher due to the 2nd installment of Real Estate taxes being collected and the sale of the Revolving Loan Fund loans.

GF – Revenue is on pace to be \$230K for the year. Expenses tracking a little higher in payroll and sidewalk maintenance. Year to date surplus is \$66K.

WF – Water revenue is on pace with the budget. Chemical and repairs and maintenance expenses are ahead of budget.

SF – Revenue for this fund is slightly ahead of budget. Operating expense is running a little ahead of budget with repairs and maintenance is well under.

MFT – Normal monthly receipts noted and year to date have collected \$30K.

RLF – The only thing left to do in this account is to pay the State and close out the account.

A motion to pay all bills and approve the report was made by Gary Litteken, second by Kurt Schmitz. Motion carried 5-0.

4. POLICE REPORT:

Mark Taylor stated a copy of the monthly police report is in everyone's packet for review. Dale asked that the police schedule please be updated at the front counter regularly. Randy asked about the vehicle break ins that happened last week and why the Board wasn't informed. The Board stated they would like to be kept up to date on important issues within the Village. Kurt also asked about why the communication is not as open to the Board and the public as other communities have.

5. PARK DISTRICT:

A copy of the Park District minutes was available for review. Gary Litteken gave a brief overview.

6. CURRENT PROJECTS:

Vintage Hall – No report.

Rt. 50 & Russland Rd Intersection – It was stated that the State released funds to do an overlay on New 50 from Sugar Creek to St. Rose Road in 2020.

7. VILLAGE ADMINISTRATOR'S REPORT:

Subdivisions – Mike Buscher stated that all easements have been done. Mike asked if the Board would like to consider a pre-construction meeting before things get underway. The Village Board agreed this would be a good idea. A motion to change the waterline to a 6" line from T. Sudholt to T. Schultz property was made by Randy Peek, second by Gary Litteken. Motion carried 5-0.

Nursing Home – Mike stated the construction easement had to be changed and resubmitted for signature.

Eastside Drainage – No calculations have been presented yet. Mike said he did speak with some of the landowners and didn't receive any opposition.

Frontier Park – Mike received an estimate as to the final cost of finishing the roadway and bridge. Pat estimated at \$170K. Henry stated that a title search needs to be completed on the property and send a letter to the Wolterings regarding the assessed work. Jenny will compile a list of these and get it to Kurt, Mike and Henry for follow through.

Tri-Township Water District – No report. Henry did state he is to speak with Trenton's attorney tomorrow.

TIF I Extension – No report.

Property Maintenance – No report.

Clearwave Communications Resolution – Larry stated he sent out an email to the Village Board regarding the meeting overview. The resolution was present and a motion to pass this was made by Kurt Schmitz, second by Larry Harper. Motion carried 5-0.

Annexations - Mike discussed a couple of property owners that have expressed interest in annexing to the Village. A motion to present annexation papers to T. Sudholt and T. Hegger was made by Kurt Schmitz, second by Randy Peek. Motion carried 5-0.

SCIGA – Mike presented a donation letter from SCIGA to the Village Board. The organization is asking for a \$194 donation from the Village. Motion to donate to this was made by Randy Peek, second by Mike Kampwerth. Motion carried 5-0.

8. ZONING ADMINISTRATOR'S REPORT:

Zoning Board minutes were available for all to review. Dave stated the Zoning Board voted to move their December meeting to the 17th to avoid the holidays. Dale asked if the Board has reviewed the inspection forms from the October meeting and what their decision was. This will move forward for a committee to review and come back with recommendations at the December meeting. Dave mentioned enforcement issues concerning constructions of pools. The Board suggested the Zoning Board make recommendations on this. It was also discussed that there is a resident in town with a ladder still in a pool. It was asked that the police proceed with enforcement of violations.

9. DIRECTOR OF PUBLIC WORKS REPORT:

Dave Trame was congratulated on getting his water license. The Board stated to compensate him based on the hiring letter that was signed. This amount is \$1.50/hour.

Gary stated that HMG has had an engineer look into some of our issues and the belief is that there is a lot of build-up in the lines. Dave said hydrant flushing is complete.

Mike and Randy spoke with Frohns regarding water well #4. Mike will call them again to try and move forward with this.

Aviston Lumber Flooding – Seth is working on this and the Board can expect a report soon.

It was stated that the ditch along New Rt 50 has been cleaned out. The south end of this area still needs work.

Dump Truck – Gary said they got the truck back and he thinks it will tide us over for the winter months. The Board stated look at pricing on a salt spreader.

Meter Reading Equipment – Jenny and Gary reviewed with the Board the estimates provided in everyone's packet tonight on upgrading equipment for meter reading. This will be sent to the committee for review and recommendation.

10. OLD BUSINESS:

Eagle Inn – Jenny stated that the certified letter was returned “unclaimed” today. It was stated to file the letter with his TIF file and look further into zoning violations.

IMRF – Jenny informed the Board that she scheduled IMRF Field Rep Christine Fine to come out and meet with all employees that have IMRF. Paperwork was also presented on sick time and how this can be taken for the employee. Jenny will get more information together for a change in the employee manual for the December meeting. Jenny stated that NCPERS offers life insurance for all IMRF employees at no cost to the Village as all costs are on the employee. The Board said it was okay with them to offer it to those qualified employees.

11. NEW BUSINESS:

-ORV Stickers – Jenny advised the Board that we are currently out of ORV Stickers and that she is looking into purchasing more.

Liquor License Application – Jenny said that she emailed out a draft of the liquor license application for all to review. She asked that the Board please review and get back with her on changes that may need to be done.

Insurance Review – Dan Imming dropped off insurance quotes for the Board to review. Mike Kampwerth will help review this as he has done this in the past.

Sprinkler Systems – Randy stated that a resident approached him asking about a break on water/sewer for having a sprinkler system. The Board stated the residents with sprinklers will pay their bills in full. No breaks will be given.

Emergency Worker – The Board visited this topic again and how this is classified, employee versus contractor.

Economic Development – Larry Harper stated a couple of members of the Board will possibly check out this meeting on 11/21 at 6pm at Hidden Lake Winery.

Jenny is to get a blurb in the newsletter regarding donations for Christmas lights.

A motion to adjourn was made by Larry Harper, second by Mike Kampwerth. Motion carried 5-0. Time was 9:46pm.

Jennifer Jansen, Village Clerk