

**VILLAGE OF AVISTON
MINUTES OF REGULAR MEETING HELD ON:
MONDAY DECEMBER 2, 2019**

The regular meeting of the President and Board of Trustees was held on Monday December 2, 2019 at 7:30pm in the Village Hall. In attendance were Village President Dale Haukap, Village Treasurer Steve Goestenkers, Village Clerk Jennifer Jansen, Trustees Larry Harper, Mike Kampwerth, Randy Peek, Gary Litteken, and Kurt Schmitz. Employees present included Gary Rakers, Mark Taylor, Village Engineer Seth Netemeyer and Village Attorney Henry Bergmann. Guests included Lisa and Tony Staudenmaier, Alex Schiefer, Cole Ratermann, Mike Engel, Ruthie Markus, Carol Feldmann, Marsha Maller and Chris Ades.

1. GUESTS:

A couple of guests were present to observe for Mr. Peter's Civics class.

Ruthie Markus and Carol Feldmann were present to ask for donations for Christmas lights and supplies. A motion to donate \$2,500 was made by Randy Peek, second by Larry Harper. Motion carried 5-0.

2. MINUTES:

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

The 2020 Village Board meeting dates were present for all to review. A motion to approve these dates was made by Mike Kampwerth, second by Gary Litteken. Motion carried 5-0.

3. FINANCIAL REPORT:

Steve reviewed the monthly financial report. Steve stated the Village collected \$124K and disbursed \$248K. Higher disbursements were due to 2 IEPA loan payments, one including the final sewer loan payment.

GF – Normal receipts and expenses noted.

WF – The large expense in this account is the IEPA loan payment for the water tower. There is a surplus of \$5K in this fund.

SF – The final loan payment on the sewer plant was made and is the highest expense listed.

There is a YTD \$18K surplus in this fund. It was mentioned that this was the last year to collect the Lin-Rose Heights SSA.

MFT – Normal monthly receipts. Steve mentioned we should be on target to hit \$62K in revenue with the gas tax increasing.

RLF – This account has been closed and cashier's check was cut to the State.

TIF – Minor expenses listed in these accounts.

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

Steve reviewed the Tax Levy (**ORD #2019-12-1**) showing a 4.99% increase. A motion to approve the Levy was made by Kurt Schmitz, second by Mike Kampwerth. Motion carried 5-0 by roll call vote as follows:

L. Harper – aye

G. Litteken – aye

M. Kampwerth – aye
R. Peek – aye

K. Schmitz – aye
K. Eversgerd – absent.

4. POLICE REPORT:

Mark Taylor stated a copy of the monthly police report is in everyone's packet for review. Mark stated that he has received 2 applications and will review before passing on to the Village Board to interview. Mark also gave an update on the vehicle break-ins that happened a month or so ago. The Board discussed a flex schedule to cover more Saturday evenings going forward.

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 – Randy stated that new lights were installed in the back area of the Vintage Hall. Randy presented a bill from Garrick Krebs for materials for this area. The Village was \$750. A motion to pay this bill was made by Kurt Schmitz, second by Mike Kampwerth. Motion carried 5-0.

Kalmer Drive Sewer – This will be discussed in executive session.

7. VILLAGE ADMINISTRATOR'S REPORT:

Subdivisions – Marsha Maller presented the final plat for discussion as well as the annexation agreement. The Zoning Board reviewed the final plat at their November meeting. Henry is to draw up liens for lots, with the knowledge that they will be revolving as the lots are sold. A motion to approve the Zoning Board recommendation to accept the final plat was made by Kurt Schmitz, second by Randy Peek. Motion carried 5-0. The Board also discussed Sales tax exemption for anything that will be Village property once this subdivision is complete. The Board agreed to this for infrastructure only.

The Board and Chris discussed what the tap-on fees should be for this area. The tap-on fee agreed upon, and to be added in ordinance form, will be \$3500. This will be for all inside the subdivision and is good for 5 years from annexation. Jenny will prepare this for the next meeting.

A motion to approve the annexation (**ORD #2019-12-2**) agreement, with changes, was made by Kurt Schmitz, second by Gary Litteken. Motion carried 5-0 by roll call vote as follows:

L. Harper – aye
M. Kampwerth – aye
R. Peek – aye

G. Litteken – aye
K. Schmitz – aye
K. Eversgerd – absent.

The rezoning ordinance (**ORD #2019-12-3**) was present for this subdivision. A motion to rezone this as AR-1 was made by Gary Litteken, second by Mike Kampwerth. Motion carried 5-0 by roll call vote as follows:

L. Harper – aye
M. Kampwerth – aye
R. Peek – aye

G. Litteken – aye
K. Schmitz – aye
K. Eversgerd – absent.

All documents will be revised and emailed to Marsha and Chris for review before signing any documents/ordinances.

Drainage – No report.
Frontier Park – No report.
Tri-Township Water District – No report.
TIF I Extension – No report.

8. ZONING ADMINISTRATOR’S REPORT:

Zoning Board minutes were available for all to review. Mike Engel stated that there is a resident in town looking to turn a house into a bed and breakfast and that the Zoning Board will be reviewing this.

It was discussed that the Church will need a building permit for the Columbarium they are putting up. Jenny stated the Church has already been called regarding this.

9. DIRECTOR OF PUBLIC WORKS REPORT:

-WW #4 – Randy stated that he and Mike Buscher visited with Frohns on this topic. They discussed a test well, monetary amounts to start with, etc. Randy stated they will revisit this after the holidays.

-Aviston Lumber Flooding – Seth presented preliminary information for the Board to review. The first thing to do is to scope the area for obstructions and do a drainage study. This should be completed by the February 2020 meeting. Mike Kampwerth and Seth also reviewed the east side drainage a little.

-Meter Reading Equipment – Gary stated there are still approximately 45 Ramar meters that didn’t read this month. He is waiting until they have a water conference in February to check out new vendors. Gary also mentioned meters that have been hit by mowers and such and what we need to do going forward. Gary will keep documentation on meter damage going forward.

-Ditch – Gary stated that this will be finished as soon as weather permits.

10. OLD BUSINESS:

-Liquor License Application – Jenny asked if the Board wants to incorporate the issue with the County Health Department Code in the application as it was sent out in an email for review. The Board agreed that all compartments of this need to be addressed in the application process as well as the Ordinance. Jenny will gather and prepare a draft ordinance and application.

-Municipal Insurance – The committee is to meet and review the information for a special meeting as there is a lot of information to go over.

-Village Hall Updates – Larry asked to discuss the improvements to the building, windows, exterior concrete, etc. This should be incorporated into the next year’s budget. We’ll gather more information on this for the spring.

-IL Manufacturer’s Association Mtg. – Larry and Mike Buscher attended this meeting. Larry gave a brief overview.

-KC Mtg. – Mike Kampwerth stated he attended a meeting at Kaskaskia College and reported on this. Mike said this didn’t really have much to do with the Village but did go over that it is very good for local businesses.

-Rt. 50 Coalition – Mike and Dale will attend this meeting on Thursday.

11. NEW BUSINESS:

-Christmas Party – Dates were reviewed for the Christmas party. Jenny will get with the Restaurant and see what dates work best for them and get the invites out from there. Dates to consider are January 10th or 12th.

-Employee Reviews – The Employee Committee will be starting employee reviews soon.

-Vintage Hall questions – Jenny asked questions about booking/fees and cancelation fees. The Board agreed that no date is secure until a contract is signed and all fees are paid in full. If a cancelation is made, the Village will keep the \$75 rental fee. Dale spoke with Fr. Dan regarding a parking lot across the street from the Vintage Hall. This will continue to be pursued.

A motion to enter into executive session to discuss contracts was made by Kurt Schmitz, second by Gary Litteken. Motion carried 5-0. Time was 9:20pm.

Discussed contracts and possible litigations.

A motion to exit executive session was made by Larry Harper, second by Gary Litteken. Motion carried 5-0. Time was 9:55pm.

A motion to adjourn was made by Randy Peek, second by Larry Harper. Motion carried 5-0. Time was 9:56pm.

Jennifer Jansen, Village Clerk