

**VILLAGE OF AVISTON
MINUTES OF REGULAR MEETING HELD ON:
MONDAY APRIL 6, 2020**

The regular meeting of the President and Board of Trustees was held on Monday April 6, 2020 at 7:30pm in the Village Hall. In attendance were Village President Dale Haukap, Village Administrator Mike Buscher(via conference call), Village Treasurer Steve Goesten Kors(via conference call), Village Clerk Jennifer Jansen, Trustees Larry Harper(via conference call), Mike Kampwerth, Randy Peek, Gary Litteken, Kurt Schmitz(via conference call) and Kevin Eversgerd. Employees present included Gary Rakers, Dave Trame, Mark Taylor, Kyle Markus and Village Attorney Henry Bergmann. Guests included Lisa & Tony Staudenmaier(via conference call), Kurt & Julie Huelsmann(via conference call), and Scott Gebke(via conference call).

1. GUESTS:

Lisa Staudenmaier was present to ask if a claim has been submitted to the Village's insurance company for the January 11, 2020 incident. Mike Kampwerth recommended sending the letter again and we will submit to our insurance company.

Scott Gebke was listening in to hear the discussion on the smoking of the sewer mains.

2. MINUTES:

Minutes of the previous meetings were available for all to review. A motion to approve the minutes of the March 2nd meeting was made by Kurt Schmitz, second by Gary Litteken. Motion carried 6-0. Upon review of the March 16th minutes, Kurt stated that these minutes need to be amended to include the closed session and outcome of the remainder of the regular session. A motion to approve these, as amended, was made by Kurt Schmitz, second by Randy Peek. Motion carried 6-0.

3. FINANCIAL REPORT:

Steve Goesten Kors reviewed the financial report. Steve stated that the Village collected \$149K and disbursed about \$200K. Cash balance in all funds is in positive position. GF – YTD surplus of about \$75K in this fund. Normal receipts were noted as well as new income from the new Cannabis Use tax, Income Tax and Use Tax are a little over budget, Sales Tax should exceed the expected budget. No major expenses out of line in this fund. WF – YTD surplus is just under \$34K. Normal monthly receipts noted. Large expenses included waterline extension costs and insurance claims paid out. The cash balance is a little over \$600K.

SF – YTD surplus of \$24K. The final loan payment was made in December of 2019. Operating expenses have exceeded the budget for the year but repairs and maintenance are under budget and the final loan payment was not a full amount.

PF – Balance in this fund is about \$23K.

MFT – Normal monthly receipts noted. Steve noted we should receive about \$70K in receipts up from around \$50K.

TIF – Miscellaneous income was noted and the only expense was the trash pump that was purchased out of TIF I.

Steve requested a special meeting for the amended budget before the end of April. The meeting is set for 4/27 at 7pm.

A motion to pay all bills and approval of the financial report was made by Kevin Eversgerd, second by Gary Litteken. Motion carried 6-0.

4. POLICE REPORT:

Kyle Markus gave the monthly police report. Jenny informed the Board that the one city ordinance violation was paid in full by the due date. Randy Peek updated the Board on the situation with Dustin Nelson and the equipment being moved.

Kyle stated that the Narcan expires at the end of May and asked to purchase again. The cost is about \$400. The Board stated to move forward with the purchase.

Kyle asked about the ice cream truck being in town and if this should be happening with the current Stay in Place Order. The Board asked to contact the owner and stop until further notice and that once things are able to be opened back up, she will need to apply with the Village along with all of the drivers that will be in town.

5. PARK DISTRICT:

The Park District did not meet this past month due to the Coronavirus. Randy stated that Mike Toebe informed him that the park's TIF application was emailed to Jenny at the Village Hall. Jenny has not seen any communication with Mike Toebe and will check with him tomorrow to see when this was sent.

Dale Haukap informed the Board that Ron Harem and Dennis Lohman have started working at the park.

6. CURRENT PROJECTS:

Vintage Hall – Closed until further notice. The Board discussed a dumpster in the back. Board suggested a rock area and moving camera to the dumpster. Jenny will get this set up with Allied.

Infiltration/Inflow – Kurt Schmitz gave a brief overview of the information he and Randy Peek received at the IRWA Conference in Effingham. Gary did get a quote from Pedrotti that Kurt reviewed. The quote reads as \$3100/monitor plus \$1000 installation cost each. Kurt would like to get clarification from Pedrotti regarding this quote. These monitors will help measure the inflow once the Village devises a plan. Kurt would like to purchase more than 1 of these, as step one. Kurt would recommend purchasing between 3 -5 monitors. Kevin stated ADS, the manufacturer of these monitors, has a field office in Earth City MO that he would like to reach out to. Kurt will follow up with Pedrotti as well as Kevin checking with the manufacturer. All will report back at the Special meeting.

-Village Hall Repairs – This is currently on hold.

7. VILLAGE ADMINISTRATOR'S REPORT:

-Kalmer Drive Settlements – Mike Buscher reviewed the final agreement with Vandevanter. All numbers are in the agreement that needs to be signed and returned. A motion to approve Dale to sign was made by Randy Peek, second by Gary Litteken. Motion carried 6-0.

-Nursing Home Drainage – Mike said that Henry completed the letter from last meeting. Mike also said that no work will begin on the drainage project until the Stay in Place Order is lifted and the new owner's are up to date on the project.

-WW#4 – Mike said he is working out the details of the agreement and that this is on hold until the May meeting.

-TIF I Extension – Mike said the prep work has been done. He also reviewed the income versus loss on the TIF I. The next step is to set a meeting with the taxing bodies to go over the plan.

-Ranz Road Reseeding – It was stated that Chris Ades will be required to do the reseeded at the Middendorff residence. The Village will be in responsible for Sudholt, Strubhart and Hegger properties.

-Frontier Park – Kurt Schmitz noted that there is a sign posted that the property is for sale. Kurt will get with Henry to finish the lien process on this.

-Eastside Drainage – Mike Kampwerth reviewed the information received from Netemeyer Engineering. The current idea is to begin some curbing to help alleviate some of the water issues and then proceed from there.

-Annexations – Mike said these are on hold until the May meeting.

8. ZONING ADMINISTRATOR'S REPORT:

The minutes of the Zoning Board were present for all to review. Jenny stated the Zoning Board held a public hearing for ground-mounted solar panels for Mike & Kim Rakers. Jenny informed the Board that there was no one present to object and only 2 letters were received from neighbors stating they did not like ground-mounted systems but did not specifically have an opposition to these. The Zoning Board recommended approval of the variance for Mike and Kim Rakers. A motion to approve the recommendation of the Zoning Board was made by Mike Kampwerth, second by Larry Harper. Motion carried 6-0.

Kurt Schmitz then asked about if a letter was sent from the Village Hall to a resident in Eastbrook regarding a dog house. Jenny said the Village Hall has not sent out any letters regarding a dog house or Village zoning. Kurt will see if he can get a copy of this letter for the Village to review.

Steve mentioned the mud on W First Street. Gary stated that Dave has been in contact with the contractors.

9. DIRECTOR OF PUBLIC WORKS REPORT:

Gary stated that the pumps are ordered.

-Grass Cutter position – Kevin stated there were 4 applicants, 2 in town and 2 out of town. The committee reviewed the applicants prior to the Board meeting. The recommendation of the Committee to hire both Mike Rakers and Abby Braundmeier. A motion to extend a job offer to each of these was made by Kevin Eversgerd, second by Kurt Schmitz. Motion carried 6-0. Gary Rakers stated that Dustin Nelson will take care of the dead grass at the Vintage Hall.

-Summer Help – The Employee Committee also reviewed applications for summer help. Kevin stated there were 8 applications received. A motion to hire Joey Moss, Marcis Kampwerth and Kaleb Kues, at minimum wage, was made by Kurt Schmitz, second by Randy Peek. Motion carried 5-0 with Mike Kampwerth abstaining. The Board stated all can start when they are available as long as all precautions are taken to be sure they are following executive order guidelines.

Gary Rakers stated the pipe is secured in the hole at the park lift station. The pump has been put back in the shed.

Dale said he ordered a large dumpster at the shed this past week. The dumpster is already full and the Board asked Jenny to have this emptied and replaced.

Kevin asked if Jenny could contact Republic Service regarding any policy change on picking up garbage. Jenny will report to the Village Board on the findings.

10. NEW BUSINESS:

-ORV Ordinance/Stickers – Jenny asked the Board if they would be interested in amending the ordinance to go along a calendar year versus the current June – May time frame. The public is confused on the sticker year, timeframe, etc. Jenny will prepare the amended ordinance for the May meeting and advertise in the newsletter what the new changes will be.

-Huelsmann Claim – Julie and Kurt asked if their claim has been submitted to our insurance. It has been submitted to our agent for processing at subrogation. Mike Kampweth reviewed the process of subrogation and the insurance companies will work out the details.

A motion to enter into closed session to discuss employee matters was made by Randy Peek, second by Kevin Eversgerd. Motion carried 6-0. Time was 8:37pm.

The Board discussed the Vandevanter letter.
Board discussed applicants for the police chief position.

A motion to closed session was made by Kurt Schmitz, second by Randy Peek. Motion carried 6-0. Time was 8:49pm.

The Board resumed regular session. No action was taken regarding closed session.
The abuse of city dumpsters was again discussed. Board stated to issue fines per the fine schedule listed in the ordinance book.

Jenny informed the Board that she received a FOIA request from Scott Voyles. Jenny will follow up with this and complete by said due date.

Kurt Schmitz asked about purchasing an actual conference phone. He looked up one he thought would suffice the Village's needs and emailed it to Jenny. The Board stated to follow through with the purchase.

Mike Kampwerth reviewed the landscape project around the Second Street lift station. He stated he spoke with both property owners and came to an agreement as to what will be put in.

Jenny discussed with the Board the possible impact of COVID-19 and residents making utility bill payments. Late fees will be assessed however shut-offs will not be done this month.

A motion to adjourn was made by Randy Peek, second by Larry Harper. Motion carried 6-0.
Time was 9:01pm

Jennifer Jansen, Village Clerk