

**VILLAGE OF AVISTON
MINUTES OF REGULAR MEETING HELD ON:
MONDAY MAY 4, 2020**

The regular meeting of the President and Board of Trustees was held on Monday May 4, 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 Goestenkers(via conference call), Village Clerk Jennifer Jansen, Trustees Larry Harper(via conference call), Mike Kampwerth, Randy Peek, Gary Litteken, Kurt Schmitz and Kevin Eversgerd. Employees present included Gary Rakers, Kyle Markus and Village Attorney Henry Bergmann(via conference call).

1. GUESTS:

No guests were present.

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 Kevin Eversgerd. Motion carried 6-0.

3. FINANCIAL REPORT:

Steve Goestenkers reviewed the financial report. Steve stated that the Village collected \$133K and disbursed about \$116K. Cash balance in all funds is in positive position. The only unusual expense to be noted is the higher payroll due to paying out Mark Taylor's vacation time. GF – YTD surplus of about \$62K Income, Sales and Use taxes are all up from other years.

Normal monthly expenses noted other than the vacation payout of Mark Taylor.

WF – YTD surplus of about \$51K with normal receipts noted.

SF – YTD surplus of \$25K. Lin Rose Heights SSA is finished.

PF – Balance in this fund is about \$22K.

MFT – Normal monthly receipts noted in this fund. YTD exceeds \$70K and although we should expect a drop in the funds for the coming year, Steve suggested spending approximately the full amount to draw down the account.

TIF – \$165K cash balance was noted in this fund.

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

Steve stated he received the engagement letter from the auditor and stated their proposed bill would be \$8K and asked for permission to sign. Board approved the signing of the engagement letter.

4. POLICE REPORT:

Kyle Markus gave the monthly police report. Kyle did say that they will begin traffic stops again in the next week. Kyle said that there have been more calls to 101 N Clement Street as a couple of new residents have taken home there. Kyle asked for reimbursement for Aaron Hutto for a class that was approved by Mark Taylor. The amount was for \$249. A motion to reimburse Hutto for his personal expense to take this class was made by Gary Litteken, second by Kevin Eversgerd. Motion carried 6-0.

The vest grant paperwork has been submitted. Kyle stated that the maximum reimbursement is \$2000 and that even though in previous years was ½ of the total purchase, this was unknown until the grant was submitted.

Property maintenance was discussed and a brief overview of those issues was given.

Kyle asked that the \$2,500 ERA budget be moved to the police fund. The Board stated they will leave things as they are and approve expenses as they come up. Kyle also asked for a \$200 allowance per officer for uniforms, etc. The Board stated they would entertain a one-time reimbursement of \$150/officer for uniform expenses as long as a receipt is submitted. A motion to offer the one-time reimbursement of \$150/officer was made by Mike Kampwerth, second by Kurt Schmitz. Motion carried 6-0.

Mike Kampwerth asked if there is anything officer can do to enforce large gathers or businesses opening up during the COVID-19 executive orders. Kyle stated there is nothing any officer will do to stop this unless it is on private property and that owner requests the person or persons to leave. Henry also stated he will look into the enforcement of the executive order to see what could be done.

The Board also asked about commercial vehicles along E Fourth Street and what is being done about this. Randy stated he will again speak with Nelson.

5. PARK DISTRICT:

The Park District minutes were in everyone's packet for review. Randy Peek asked about the TIF application that was supposed to have been turned in by Mike Toeben.

6. CURRENT PROJECTS:

Vintage Hall – Closed until further notice and Jenny has already contacted those with rentals in the month of May to either reschedule or send back their rental and deposit fees. It was mentioned that there were some issues with the lights flashing. This is being taken care of. It was mentioned that the ball diamond lights were on last night at Kopff Field.

Infiltration/Inflow – No report.

-Village Hall Repairs – Randy said he will get in touch with Larry and get this project started.

7. VILLAGE ADMINISTRATOR'S REPORT:

-RLF Grant – Mike Buscher stated that we have about \$62K coming for sidewalks in the TIF area. Mike will take this up to Springfield by July 1.

-Nursing Home Drainage – Mike said there is no word yet on if this project will even proceed. Mike needs to get with Markus Excavating to get an actual bid.

-WW#4 – The revised agreement was present for all to review. A motion to approve the revised agreement was made by Gary Litteken, second by Kurt Schmitz. Motion carried 6-0.

-Eastside Drainage – Mike Kampwerth spoke with Seth today and stated that more extensive drawings are needed. Still a work in progress and Mike will have more information at the June meeting.

-TIF I Extension – Mike updated the Board that all taxing bodies would need to sign for approval on this. This must also be approved by the State. Mike said Sharon Jervis picked up a TIF application.

-Annexations – Mike said the paperwork for these will presented at the June meeting.

-APEX – Mike said this is not yet started.

-Frontier Park – Kurt Schmitz, Mike Buscher and Henry will meet to follow up on this.

- New Rt 50 – Dale said the overlay bid letting is set for June 12.
- MFT – Mike said they are working on the MFT plan for the year and explained that a majority of the street will be on the north side of the tracks.
- Electric Aggregation – Mike said Good Energy is again holding a bid letting for the supply of electricity and asked if the Board was interested in him attending this meeting. The Board stated he should attend and get the information.

Mike reviewed the letter received from Becca with Metro Comm about running fiber optic to the school. Kevin Eversgerd will contact Becca and Mike will talk with Phil Hamil. This is tabled until the June meeting.

8. ZONING ADMINISTRATOR’S REPORT:

No Zoning Board meeting was held in the month of April.

9. DIRECTOR OF PUBLIC WORKS REPORT:

- Second Street Lift Station – The new pumps have been ordered.
- Park Lift Station – These new pumps have also been ordered. They are 8-10 weeks out on delivery.
- Meter Reading Update – Randy stated that he, Kurt Schmitz, Gary Rakers, Dave Trame and Jenny met with Midwest Meter to discuss options on meter replacements/equipment, etc. Kurt and Randy gave an overview on the meeting and stated they will continue to meet with other companies to compare all information and meters.

10. NEW BUSINESS:

-ORV Amended Ordinance – Jenny presented the amended ordinance on ORV Stickers to include the yearly renewal of January 1 – December 31. A motion to approve the ordinance, as amended, was made by Randy Peek, second by Mike Kampwerth. Motion carried 6-0 by roll call vote as follows:

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

-Huelsmann Claim – Jenny has not heard from the insurance company at all. Mike Kampwerth stated this is still in subrogation.

Randy asked about the Countryside Manor water leak and where that stands. Gary updated the Board as to where the leak was and that is was on the Nursing Home’s side. They were informed several months ago of the leak and Gary was continuously on them to get it fixed to no avail. The total amount of water lost was 817,000 gallons. Jenny stated that before the bill was sent, she contacted the director to inform her of the bill and the adjustment to the sewer. Jenny was told that both the previous and current owners were made aware of the leak before the property changed hands and they would work out the payment between the 2 parties

A motion to enter into closed session to discuss employee hiring was made by Kevin Eversgerd, second by Kurt Schmitz. Motion carried 6-0. Time was 8:32pm.

Initial discussion consisted of budgetary availability of the proposed salary range for the new Police Chief as well as the potential for a second full-time officer. Following this discussion,

Steve Goestenkers departed the executive session at about 8:45PM. The employee committee then relayed their feedback from the Police Chief interviews and their recommendations for the selection.

A motion to exit closed session was made by Kurt Schmitz, second by Randy Peek. Motion carried 6-0. Time was 9:13 pm.

The offer of Police Chief position was extended to Michael Kuhl

A motion to adjourn was made by Kurt Schmitz, second by Larry Harper. Motion carried 6-0. Time was 9:15pm

Jennifer Jansen, Village Clerk