

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

The regular meeting of the President and Board of Trustees was held on Monday July 6, 2020 at 7:00pm in the Village Hall. In attendance were Village President Dale Haukap, Village Administrator Mike Buscher (via conference call), Village Clerk Jennifer Jansen, Trustees Larry Harper, Mike Kampwerth, Randy Peek, Gary Litteken, Kurt Schmitz and Kevin Eversgerd. Employees present included Gary Rakers, Dave Trame, Mike Kuhl and Village Attorney Henry Bergmann (via conference call). Guests included Rick & Marilyn Zobrist, Troy Kapp, Chris Detmer, Scott Von Bokel, Same Schmitz and Jay Hoelscher.

**1. GUESTS:**

Sam Schmitz was present to request stop signs at the intersection of Elm and Spring, labeling a dangerous intersection. The Village Board suggested Mike Kuhl have officers review this area and report back at the August meeting.

Rick and Marilyn Zobrist were present to discuss a sewer back up at their residence. Rick presented pictures of the line to show that when the line was redone, part of it was blocked at the sewer main. Rick is asking for the Village to help him recoup expenses incurred as the problem was not his. Gary Rakers stated he has been in contact with Insituform already regarding this and they were somewhat receptive to paying for the damages. The Village will work on this and get back with Rich. Jenny and Mike Kampwerth will work on a letter to Insituform to address this issue.

Troy Kapp and Chris Detmer were present to request stop signs at Westmore and W Fourth Street. This too was assigned to the police department for further review for the August meeting.

Scott Von Bokel was present for follow up from the last meeting. Scott said he did review the documents he received from Henry and presented proof of payments to the State. Henry will contact Scott's attorney for follow up.

Jay Hoelscher was present to discuss his future plans for an asphalt parking lot he would like to proceed with. A culvert will need to be replaced as well and a drainage permit application needs to be completed. Jenny will get this to Jay or Melissa.

**2. MINUTES:**

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

The Board reviewed the ORV application and made a few changes to help identify issues going forward. The new application will start being used January 2021 when new stickers are required.

**3. POLICE REPORT:**

The monthly police report was in everyone's packet for review. Mike Kuhl did report that he has called on the car that is still at the sewer plant and is awaiting a return call.

The Board reviewed the subject and complaints of M. Porter's dogs. This situation seems to be taken care of.

The Board asked about the policy and procedure manual. Jenny assured Kurt that there are provisions in the Employee Manual and Police Policy and Procedures Manual regarding conducting one's self in public as an employee. Jenny also advised that our insurance company currently has a copy of this manual for review and updates.

Mike stated he met with the Sheriff's Department and the Secretary of State Task Force regarding the recent burglaries. The Task Force is helping smaller communities get warrants through the State.

Dale stated he spoke with someone on the County Board about the issues with the radios. They are in the process of looking more into this.

Mike asked about getting cameras installed at all entrances to the Village Hall for security purposes. Randy will get a bid from Garrick on this.

Dale asked about any information regarding an AED. Mike stated he is looking into this with Sugar Creek.

Kevin Eversgerd mentioned a part time officer getting closer to the 1000-hour requirement per IMRF. Jenny informed the Board that she has already enrolled this officer, per IMRF requirements. Mike Kampwerth stated the employee committee will need to meet and revisit the full-time officer status.

#### **4. PARK DISTRICT:**

The Park District minutes were in everyone's packet for review. The ACIC will not be serving concessions this year. The District is also working on upgrades at Kopff Field.

#### **5. CURRENT PROJECTS:**

-Vintage Hall – Dale stated there was issues with the air conditioning and he called Curt Albers in to get it fixed. Randy stated the landscape is complete and Dale mentioned he is still working on the parking lot issue. Kurt said as of current, Oktoberfest is still on. The final decision will be made by the September meeting.

-Infiltration/Inflow – Kurt said the meters are ordered but we are waiting on a ship date.

-Village Hall Repairs – Randy stated doors and windows should be in soon. Randy also is working on getting a concrete bid from CTR for the entrance to the office.

-Frontier Park – Kurt & Henry are working on this.

-Drainage Issues – Mike Kampwerth has been working with Netemeyer Engineering regarding the Aviston Lumber issues. Mike also discussed the curbing project in front of Amber Timmermann's house. Kurt addressed the drainage issues at Logan, Elm and Hull from the June meeting. It was suggested that Netemeyer Engineering review this and get cost estimates for home owners.

Mike Kampwerth also informed the Board that the landscape project at 2<sup>nd</sup> Street Lift Station is complete.

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

-RLF Grant – Mike Buscher stated the grant was sent in the last week in June.

-Nursing Home Drainage – Mike Buscher stated there are continuous issues with this, especially pertaining to the new owners.

-WW#4 – Mike advised that the Frohn family currently has the agreement and need to meet with their lawyer as soon as they are done planting.

-TIF I Extension – Mike said he will set up a meeting with Mike Kampwerth and Dr. Foutch of Central to go over the Extension.

-Annexations – Mike said the property owners have declined to annex.

-Property Maintenance –

-Electric Aggregation - Mike said there was no signing. Bids averaged a savings of about \$.22/month per property owners.

## **7. FINANCIAL REPORT:**

Steve Goestenkors reviewed the Budget for 2020-2021. A motion to approve the budget was made by Kurt Schmitz, second by Gary Litteken. 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.

Steve then reviewed the monthly financial report. Steve reported that the Village collected \$141K and disbursed \$182K. Most of the large expense was due to the IEPA water repayment.

GF – This fund is showing a deficit for the first 2 months of the fiscal year. Real estate taxes will be coming in within the next month or so and that will boost the income.

WF – Water hook-ups increased increasing the income. The only large expense was the loan payment for the tower.

SF – Normal monthly receipts and insurance is the only large expense.

PF – Park lease payment is current.

Normal receipts are showing in all other funds. A motion to approve the financial report was made by Kurt Schmitz, second by Mike Kampwerth. Motion carried 6-0

The Board reviewed the bills to be paid. A discussion was had regarding the CTR bill and the check from Aviston Lumber. A motion to pay the bills was made by Kevin Eversgerd, second by Larry Harper. Motion carried 6-0.

Ben Netemeyer took a few minutes to review the Aviston Lumber drainage. This will be sent back to the committee.

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

Minutes of the June Zoning Board meeting were in everyone's packet for review. Reading the minutes it was noted that the Zoning Board was looking into handicapped parking by the Village Hall, Netemeyer Engineering, Post Office and Eagle Inn.

## **9. DIRECTOR OF PUBLIC WORKS REPORT:**

-Meter Reading Update – Dave Trame stated we need to upgrade this system as soon as possible as we only have 5 meters left. Kurt stated the committee will meet this Friday morning to review again.

Minimum wage increased as of July 1. The Board reviewed the current summer help wages. A motion to pay all summer help \$10/hour was made by Kurt Schmitz, second by Randy Peek. Motion carried 5-0. Mike Kampwerth abstained.

## **10. OLD BUSINESS:**

-Gentz Property – Kevin presented a draft letter for review. A few changes were made and Jenny will get this mailed to the listed property owner and have posted on the property.

-Sunset Hills Drainage – Discussed the emails from Roxanne Wood and asked Henry to draft a letter to send to her.

#### **11. NEW BUSINESS:**

-Phase 4 – Dale said he has been approached by the Restaurant about having a band or DJ at the outside patio/bar. The Village Board decided at this time that no bands/DJ would be permitted.

-Kevin said he did inform the fire department about reinstating water bills for water and sewer used. Kevin then asked about adding their dumpster to the Village contract. Randy stated he would check into this.

-Wages – Kevin Eversgerd brought up wages for general labor versus emergency help and some clarification on things to make it easier for payroll issues. The Board decided to let Dale handle all issues pertaining to this until the Employee Committee meets again to further discuss this. The Board also discussed the minimum wage increase as of July 1 and if all summer hires should receive the full increased wage or if the increase should also reflect the \$.50/hour less for those under 18. A motion to pay all minimum wage employees \$10/hour was made by Randy Peek, second by Kurt Schmitz. Motion carried 5-0, Mike Kampwerth abstained.

Motion to adjourn was made by Kevin Eversgerd, second by Kurt Schmitz. Motion carried 6-0. Time was 9:10pm.

Jennifer Jansen, Village Clerk