

**VILLAGE OF AVISTON  
MINUTES OF REGULAR MEETING HELD ON:  
TUESDAY JANUARY 3, 2023**

The regular meeting of the President and Board of Trustees was held on Tuesday January 3, 2023 at 7:00 pm in the Village Hall. In attendance were Village President Mike Kampwerth, Treasurer Steve Goestenkers, Village Clerk Jennifer Jansen, Trustees Gary Litteken, Kurt Schmitz, Kevin Eversgerd, Matt Kohlen, Curt Albers and Kim Peek. Employees present included Gary Rakers, Mike Kuhl, Dave Trame, and Village Attorney Chad Leitch. Guests present included Mike Engel with the Zoning Board, Dale Haukap, Jerry Koerkenmeier, Neal Koerkenmeier, Tom Koerkenmeier, Doug Ratermann and Emily VonderHaar with HMG and Matt Netemeyer.

The Pledge of Allegiance was recited by all.

**1. GUESTS:**

Jerry, Neal and Tom Koerkenmeier were present to discuss the old Koerkenmeier garage on Oak Street. Jerry discussed that they are now the executors to the Trust and are in the process of trying to complete this clean up with the EPA and Village. Jerry will be in contact with the Village as information is presented to him from the EPA and Quality Testing. Jenny will gather as much documentation as possible in the meantime.

**2. MINUTES:**

Minutes of the December meeting were available for review. A motion to approve the minutes, with a grammatical change, was made by Kurt Schmitz, second by Curt Albers. Motion carried 6-0.

**3. FINANCIAL REPORT:**

Steve Goestenkers stated the Village collected \$190K and disbursed \$232K. Higher disbursements were due to the water tower loan payment and 3 pay periods in December.

The monthly financial report notes are as follows:

– General Fund:

- 1) YTD surplus of \$145K noted with a slight loss for the month

-Water Fund

- 1) Slight deficit YTD due to the water tower loan payment in December.
- 2) Noted that Clearwave payments have been received.

-Sewer Fund

- 1) Revenue is on pace to hit \$275K.
- 2) Noted \$73K in surplus funds YTD

-Park Fund

- 1) Quarterly lease payment was received.

-MFT

- 1) Normal receipts

-TIF Funds

- 1) Collected interest is the only account activity.

A motion to accept the financial report and to pay all bills, except the Brodtke Well and Pump invoice, was made by Kim Peek, second by Gary Litteken. Motion carried 4-0.

#### **4. POLICE REPORT:**

SURSEE – Kurt Schmitz prepared and sent a letter regarding this and provided an overview to the Board.

Radar signs have been received and will be installed tomorrow.

Chief stated he will be receiving an award this month and is asking the Board to purchase 4 tickets to attend. A motion to approve this purchase was made by Gary Litteken, second by Kevin Eversgerd. Motion carried 6-0.

Aviston Family Restaurant – The scene has been released for clean-up. Mike will try to get a good address for mailing bills and information for Brian.

Mike Kuhl stated the speed limit trailer has been fixed and returned to Albers.

A copy of the monthly report is in everyone's packet for review.

Pat Netemeyer entered the meeting. Time was 7:29pm.

#### **5. PARK DISTRICT:**

Park District meeting minutes were be available for review.

Kopff Field Update – The Diocese's legal representation is still reviewing documents.

#### **6. VILLAGE CLERK:**

A copy of the report was available in everyone's packet for review. It was stated that a quote will be obtained for the replacement of the north door at Vintage Hall.

#### **7. VILLAGE ADMINISTRATOR REPORT:**

-Municipal Software – Kurt prepared a list of questions on this. Jenny will get this list and send out.

-Comprehensive Plan – The map is now ready to be attached to the plan. Kurt will get it to Jenny to be filed.

-TIF – Kurt stated that there are 4 applications out at this time.

-Elm Street CILA – This will be under new management later this month.

#### **8. CURRENT PROJECTS:**

-Committee Reports – Gary Litteken spoke re regarding the Post Office issues and would like to look into how to resolve them.

-Aviston Lumber – Mike Kampwerth discussed improvements that need to be done due to the concrete being soft and drainage being bad in the area. Mike is getting a bid on the work.

It was also noted that final payment to Groundworks is still on hold as we are waiting on certified payroll to be submitted.

-Elm Street Curbing – Look to tie this in with MFT and TIF funds for completion from Lantern Inn to Eastbrook Subdivision.

**9. ZONING ADMINISTRATORS REPORT:**

Minutes of the previous meeting were in everyone’s packet for review.

**10. DIRECTOR OF PUBLIC WORKS REPORT:**

-MFT Resolution – Doug Ratermann and Emily VonderHaar with HMG were present to review the 2023 MFT plan with the Board. The total expenditure estimated for 2023 is \$160K. A motion to approve this resolution was made by Gary Litteken, second by Kurt Schmitz. Motion carried by roll call vote as follows:

G. Litteken – aye	M. Kohnen – aye
K. Schmitz – aye	C. Albers – aye
K. Eversgerd – aye	K. Peek – aye.

Jenny will get the remainder of the bills and bank statements to Emily for 2022 closeout.

-Water/sewer Consulting – Gary stated that Tim Albers has resigned from HMG and he would like to continue using Tim for necessary testing. The Board requested Tim attend the next Board meeting.

-Dumpster – It was stated that there have been many issues with the dumpster being abused, overfilled, etc. The Board decided to remove the dumpster for a while.

**11. OLD BUSINESS:**

Nothing to report.

**12. NEW BUSINESS:**

-Public Works Staffing – The committee reviewed the draft advertisement and Kevin will clean up and prepare for the newspapers.

-Vintage Hall Rules – The Vintage Hall will be closed 2 weeks in February for maintenance and deep cleaning.

-Electric Aggregation – Constellation sent out paperwork to residents stating they would be the selected supplier.

Curt Albers exited the meeting. Time was 8:23pm.

-IT Support – Matt Kohnen stated he reached out to Matt Von Bokel regarding the list of items needed and will also contact Solve Your Systems for a quote and see who can get in to get things done.

-Sales Tax Exemption – Chad had prepared a letter regarding this. It was asked for minor changes to be made.

A motion to enter into closed session to discussed employees was made by Kevin Eversgerd, second by Kurt Schmitz. Motion carried 5-0. Time was 8:41pm.

Employee wages and reviews were discussed and reviewed.

A motion to exit closed session was made by Kevin, second by Matt. Motion carried 5-0. Time was 9:27pm.

A motion to approve the employee wage increases as discussed was made by Kevin Eversgerd, second by Kim Peek. Motion carried 5-0 by roll call vote as follows:

G. Litteken – aye	M. Kohnen – aye
K. Schmitz – aye	C. Albers – absent
K. Eversgerd – aye	K. Peek – aye.

A motion to adjourn was made by Kurt Schmitz, second by Matt Kohnen. Motion carried 5-0. Time was 9:29pm.

Jennifer Jansen, Village Clerk