

**VILLAGE OF AVISTON
MINUTES OF REGULAR MEETING HELD ON:
MONDAY NOVEMBER 6, 2023**

The regular meeting of the President and Board of Trustees was held on Monday November 6, 2023 at 7:00 pm in the Village Hall. In attendance were Village President Mike Kampwerth, Village Treasurer Steve Goestenkors, Village Clerk Jennifer Jansen, Trustees Matt Kohnen, Curt Albers, Matt Netemeyer, and Kyle Markus. Employees present included Gary Rakers, Mike Kuhl, Dave Trame and Village Attorney Chad Leitch. Guests present included Mike Engel with the Zoning Board, Elise Kohnen, Griffin Thomas, Logan McDonald, Breonna Sudholt, Jordyn Schiefer, Mallory Strubhart, Scott Von Bokel, Rick Zobrist, Nathan Colombo, Josie Hamilton, Grace Johnson, Peter Ratermann, Nancy Woltering and Jeff Woltering.

The Pledge of Allegiance was recited by all.

1. GUESTS:

High school students were present to sit in.

Nathan Colombo was representing Clearwave in the remediation portion of their process.

Nathan stated to contact him directly with any residential remediations needed.

Scott Von Bokel was present and asked about the RPIP for the Eagle Inn. Jenny presented him with the inspection paperwork and Mike Kuhl stated he would meet with him later to go over some questions Scott has and review State statutes.

Peter Ratermann was present to introduce himself and go over his TIF plan and present preliminary drawing of the fitness center. The Board reviewed the TIF information present and discussed both options suggested. A motion to go with option 2, a tax reimbursement of 90% was made by Matt Kohnen, second by Kyle Markus. Motion carried 4-0.

2. MINUTES:

Minutes of the October meetings were available for review. A motion to approve the regular meeting minutes was made by Matt Kohnen, second by Matt Netemeyer. Motion carried 4-0. A motion to approve the special meeting minutes was made by Kyle Markus, second by Matt Kohnen. Motion carried 4-0.

3. FINANCIAL REPORT:

Steve Goestenkors reviewed the monthly financial report. The Village collected \$357K and disbursed \$151K. Property tax receipts were why the income was so much higher than disbursements.

The monthly financial report notes are as follows:

– General Fund:

- 1) Noted a surplus of \$176K YTD
- 2) Income Tax on pace to hit \$405K, Sales Tax on pace to hit \$276K and Use Tax \$85K. Slight negative activity in Video Gaming Tax and a slight decline in Use tax compared to to budget.
- 3) Wages are under budget for the first 6 months with police equipment is a little over budget.

-Water Fund

- 1) Revenue on pace to hit \$600K versus the budget amount of \$550K
- 2) Professional fees, engineering and chemicals are over budget and the water tower loan payment in December will also show a deficit in the account.
- 3) Repairs and maintenance are under budget.

-Sewer Fund

- 1) Revenue on pace to hit \$294K versus a budget of \$275K
- 2) Operating expense slightly over budget
- 3) YTD surplus of \$20K

-MFT

- 1) On pace to receive \$103K and normal expenses

-TIF Funds

- 1) Property Taxes received and contract payments as expenses

The Property Tax Levy will need to be passed in December. Steve will be working with the Finance committee to review the Levy as well as rate increases, hook-ups, zoning expenses, etc.

A motion to approve the financial report and to pay all bills, including those normal monthly bills not yet received, was made by Curt Albers, second by Matt Netemeyer. Motion carried 4-0.

4. POLICE REPORT:

-RPIP – 4 inspections this month.

-Fine Schedule – There will be more information in the upcoming months.

-Police Vehicle – New truck is in service and working well. Kyle stated he would like to get the Public Property committee together with Mike to go over the vehicles and get rid of one of them.

-Security Cameras – Mike asked to get more security cameras and license plate readers. Mike will meet with the Public Property committee regarding this as well.

-CAD – This is a work in progress with minor system issues.

-Renovation – A few minor things to finish and the reno will be complete.

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

5. PARK DISTRICT:

Kyle stated he attended the meeting and noted an arborist come out to look at all the trees and decided 2 trees at the main pavilion will need to come down.

The PD should be notified if they were selected for the OSLAD grant in December.

6. VILLAGE CLERK:

A copy of the report was available in everyone's packet for review.

PLAW Ordinance was in everyone's packet for review and will be presented at the December meeting. Employee committee will need to meet and decide how to put into action for the Village. Matt Kohonen also sent a copy of the updated Employee Handbook to the committee for review.

-Closed session minutes – These will be reviewed in closed session.

7. VILLAGE ADMINISTRATOR REPORT:

Admin report was available for all to review. Mike Kampwerth stated there is a TIF application out for the new bank.

8. CURRENT PROJECTS:

- Clearwave – Get information on remediation in the newsletter.
- Committee Reports – Matt Kohnen will schedule the employee committee to meet and review the handbook and changes needed as well as scheduling employee reviews.
- Subdivision – Street and curbing is going on in the new subdivision.
- Storm water Management Ordinance (Ord #2023-11-1) – Matt Netemeyer proceeded with the second reading of the ordinance. A motion to approve the ordinance was made by Matt Kohnen, second by Curt Albers. Motion carried 4-0 by roll call vote as follows:

K. Eversgerd – absent	K. Peek – absent
M. Kohnen – aye	M. Netemeyer – aye
C. Albers – aye	K. Markus – aye.

Easement and drainage maps from HMG were available for all to review.

9. ZONING ADMINISTRATORS REPORT:

Minutes of the Zoning Board meeting were in everyone's packet for review. Mike Engel reviewed the public hearing for Frontier Park zoning change from AR-1 to B2. Mike stated there were no objections. A motion to accept the Zoning Board's approval to change the zoning from AR-1 to B2 was made by Matt Netemeyer, second by Curt Albers. Motion carried 4-0. Jeff stated TWM will be getting drainage calculations as soon as possible.

10. DIRECTOR OF PUBLIC WORKS REPORT:

- E First Street Drainage – No report.
- Redwood Drive Sewer – Gary reviewed a sewer clog and advised the home owner to present her case to the Village Board tonight. Owner is not in attendance. If the Village is approached by homeowner again, she will be advised to present her case as well as her invoices regarding this.
- Water Reports/Data – Matt Kohnen stated he is trying to back into what it costs the Village to produce water and if we are charging enough. Matt also asked about bulk water sales and how much we sell it for.
- WW#4 – Flushing and water samples will happen tomorrow. Pedrotti and Barton will be doing a final check to make sure all will operate as anticipated.
- MFT – HMG is working to get the MFT Resolution ready for January so we can schedule earlier in the year. Adam Detmer took his sewer test today.

11. OLD BUSINESS:

- Aviston Family Restaurant – No update, grass needs to be maintained.

12. NEW BUSINESS:

- Marquee – Matt Kohnen stated he will follow-up with marquee payment requests.
- Horse Manure – No update.

-Employee Reviews – Matt stated he would like the committee to meet with employees late November/early December. Matt reviewed that the handbook went to from approximately 10 pages to about 40 pages.

-Plumbing Inspections – Mike Kampwerth informed the Board that the State is pushing on inspections. Mike presented information on Rick Gerstner and would like the Board to review for next meeting.

A motion to enter closed session to discuss employee and review closed session minutes was made by Matt Netemeyer, second by Matt Kohnen. Motion carried 4-0. Time was 8:14pm.

Discussed outside employment for employees.

Discussed potential litigation.

Reviewed closed session minutes, one by one.

A motion to exit closed session was made by Curt Albers, second by Matt Netemeyer. Motion carried 4-0 Time was 8:32pm.

A review of closed session minutes is below as well as the vote on opening each one.

9/7/21 – motion to open was made by Matt Netemeyer, second by Matt Kohnen. Motion carried 4-0.

11/1/21 - motion to open was made by Matt Kohnen, second by Curt Albers. Motion carried 4-0.

1/3/21 - motion to open was made by Kyle Markus, second by Matt Kohnen. Motion carried 4-0.

2/7/22 - motion to open was made by Curt Albers, second by Kyle Markus. Motion carried 4-0.

4/4/22 - motion to open was made by Matt Netemeyer, second by Matt Kohnen. Motion carried 4-0.

6/6/22 - motion to open was made by Curt Albers, second by Kyle Markus. Motion carried 4-0.

7/5/22 - motion to open was made by Matt Kohnen, second by Matt Netemeyer. Motion carried 4-0.

8/1/22 – motion to keep these minutes closed was made by Matt Netemeyer, second by Kyle Markus. Motion carried 4-0.

10/3/22 - motion to open was made by Matt Kohnen, second by Curt Albers. Motion carried 4-0.

A motion to adjourn was made by Curt Albers, second by Kyle Markus. Motion carried 4-0. Time was 8:35pm.

Jennifer Jansen, Village Clerk