

Village of Fall Creek
Minutes of Regular Village Board Meeting
April 9, 2018

1. **Call to Order:** 6:30 p.m., Village Hall Meeting Room, 122 E. Lincoln Ave., Fall Creek
2. **Pledge to Flag**
3. **Roll Call:** Members Present: Village Trustees Tina Jacobson, Bob Jenkins, Matt Mattoon, Karen Strasburg, Wayne Steinke, Dane Zook. Members Absent: Village President Chester Goodman. Staff Present: Police Chief Chad Dachel, Public Works Director Bryan Kaatz, Clerk-Treasurer Renee Roemhild. Also Present: 3 citizens.

In the absence of the President, the first order of business was to nominate a meeting chairperson.

- MOTION (Steinke/Mattoon) nominating Bob Jenkins. PASSED, without negative vote.
4. **Certify Open Meeting Law Requirements Have Been Met:** A notice of the meeting and an agenda was posted in the three public places and newspapers were notified.
 5. **Adopt Agenda:**
 - MOTION (Steinke/Mattoon) to adopt the agenda as printed. PASSED, without negative vote.
 6. **Act on Minutes:**
 - MOTION (Mattoon/Strasburg) to approve the 3/12/18 Regular Board, 3/22/18 Zoning Board of Appeals, 3/26/18 Public Property & Health, 3/27/18 Special Board, 3/29/18 Zoning Board of Appeals meeting minutes. PASSED, without negative vote.
 7. **Citizen Input:** None.
 8. **Correspondence:** None.
 9. **Budget Comparison Report/Financial Considerations:**
 - MOTION (Mattoon/Steinke) to approve the 3/31/18 Budget Comparison Report and the Clerk-Treasurer's Monthly Report. PASSED, roll call vote: Jacobson-yes, Jenkins-yes, Mattoon-yes, Steinke-yes, Strasburg-yes, Zook-yes.
 10. **Consider Bills:**
 - MOTION (Mattoon/Strasburg) to accept the Check Register Report for payment of bills #24138-24182, V180095-180128. PASSED, roll call vote: Jenkins-yes, Mattoon-yes, Steinke-yes, Strasburg-yes, Zook-yes, Jacobson-yes.
 11. **Scheduled Speakers/Issues of Interest**
 - A. **Norm Brunkow, American Legion re: Veteran's Memorial:** Norm Brunkow of the American Legion Voight Post #376 presented a conceptual plan for an approximate 30' x 30' Veterans' Memorial requesting permission for it to be located in Randall Park.
 - MOTION (Steinke/Mattoon) granting permission for a memorial to be constructed in Randall Park and approving the conceptual plan, stating the American Legion should come back to the Board as more details are worked out. PASSED, without negative vote.
 - B. **Consider Letter to Relinquish Alcoholic Beverage License:** Meeting Chairperson Bob Jenkins read a letter from Jim Gagnon of Big Jim's Sports Bar stating his intention to surrender his license, condition upon the sale of his property located at 102 E Lincoln Ave (expected closing date is 4/30/18), and condition upon the Village Board granting the alcoholic beverage license to the prospective buyer Loren G. Duda, Fan Club LLC.
 - MOTION (Steinke/Mattoon) to accept Jim Gagnon's letter relinquishing his liquor license pending the sale of the property on 4/30/18. PASSED, without negative vote.

C. Public Hearing re: Alcoholic Beverage License Application: Meeting Chairperson Jenkins opened the public hearing. There was no public comment so the public hearing was closed.

D. Consider Alcoholic Beverage License Application:

- MOTION (Steinke/Jacobson) granting a Combination Class B Retail License for the sale of fermented malt beverages and intoxicating liquors for the remainder of the 2017/2018 license year to Loren G. Duda, DBA Fan Club LLC upon completion of the purchase of property as stated above. Applicant is required to provide Clerk's Office with proof the sale happened and the seller transferred the liquor license to the buyer as part of the sale. PASSED, without negative vote.

12. Police Department

A. Monthly Report: Police Chief Dachel presented the monthly report of cases/calls for service.

B. Consider Hiring Police Officer/s: Chief Dachel reported on holding interviews and hiring Amanda (Mandi) Cane as a full-time officer.

- MOTION (Steinke/Jacobson) confirming the hiring of Amanda Cane effective April 2, 2018 and to pay her \$23.00/hr and grant her 40 hours of vacation upon hire, based on her years of experience. PASSED, roll call vote: Mattoon-yes, Steinke-yes, Strasburg-yes, Zook-yes, Jacobson-yes, Jenkins-yes.

C. Consider Request for Training:

- MOTION (Mattoon/Steinke) granting the request of Chief Dachel to attend the Attorney General Summit on Public & School Safety in June. Conference fee and lodging expected to cost around \$375. PASSED, roll call vote: Steinke-yes, Strasburg-yes, Zook-yes, Jacobson-yes, Jenkins-yes, Mattoon-yes.

D. Consider Bartender Operator License Applications:

- MOTION (Mattoon/Steinke) granting a bartender operator license for the remainder of the 2017/2018 license year to Isaac Anderson, Eric Kienbaum II, and Annastoshia Letourneau. PASSED, without negative vote.

13. Public Works Department

A. Monthly Report: Public Works Director Kaatz gave his monthly report on various matters concerning the public works and utility departments.

B. Update on Well #3 & #4 Project: Director Kaatz reported the plans & specs have been approved by the DNR. Research is continuing on the specific pumps.

C. Consider Village Hall Roof Repair: Director Kaatz outlined the options for the roof repair.

- MOTION (Zook/Steinke) referring the matter to the Public Property Committee. PASSED, without negative vote.

14. Committee Related

A. Community & Economic Development

1. Report on Village-Wide Spring Cleanup Efforts: Committee Chairperson Dane Zook stated there was not enough time to organize a village-wide effort this year; will try for next year.

2. Report on Newsletter Status: The spring newsletter was mailed. We have been receiving good feedback from the newsletters.

B. Finance & Personnel: No report.

C. Parks & Recreation

1. Consider Tree Replacement at Keller Park & Village Boulevards Due to EAB: Committee Chairperson Matt Mattoon reported the plan is progressing well. Donations of funds and labor have been secured.

D. Public Property & Health: The directional sign for Keller Park has been ordered.

15. General Business

A. Consider Resolution Designating Public Depositories & Authorizing Withdrawal of Village Moneys:

- MOTION (Steinke/Mattoon) adopting RESOLUTION #2018-0409A designating depositories and authorizing withdrawal of village moneys. PASSED, roll call vote: Strasburg-yes, Zook-yes, Jacobson-yes, Jenkins-yes, Mattoon-yes, Steinke-yes.

B. Consider Appointments: Standing Committees, Special Committees, Appointed Officials: The following written appointments from President Chester Goodman were read:

Village Board Standing Committees

Community & Economic Dev

Dane Zook, Chairperson
Karen Strasburg
Matt Mattoon

Finance & Personnel

Chester Goodman, ex officio Chair
Tina Jacobson, Chairperson
Joyce Aldrich
Dane Zook

Parks & Recreation

Matt Mattoon, Chairperson
Bob Jenkins
Joyce Aldrich

Public Property & Health

Karen Strasburg, Chairperson
Bob Jenkins
Dane Zook

Public Safety

Bob Jenkins, Chairperson
Tina Jacobson
Matt Mattoon

Public Works/Streets & Sidewalk

Joyce Aldrich, Chairperson
Tina Jacobson
Karen Strasburg

Other Committees

Plan Commission

(3-year terms)

Helen Hartmann
Curt VanAuken

Plan Commission

Village Board Representative

(1-year term)

Dane Zook

Police Committee

(5-year term)

Brad Ceranski

Police Committee

(to complete Terry Fellenz term)

Wayne Steinke

Zoning Board of Appeals

(3-year terms)

Marv Schmit, Chairperson
Lee Henrichs

Appointed Officials

Weed Commissioner

(1-year term)

Bryan Kaatz

- MOTION (Mattoon/Steinke) confirming the above appointments. PASSED, without negative vote.

C. Administer Oath of Office to Newly Elected Board Members: Clerk-Treasurer Renee Roemhild administered the oath of office to Village Trustees Joyce Aldrich, Karen Strasburg, and Dane Zook.

16. Adjourn:

- MOTION (Jacobson/Steinke) @ 7:55 p.m. PASSED, without negative vote.

Renee Roemhild, Clerk-Treasurer