

Village of Fall Creek
Minutes of Regular Village Board Meeting
December 10, 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 President Chester Goodman, Trustees Joyce Aldrich, Ti, Bob Jenkins, Matt Mattoon, Dane Zook. Members Absent: Trustees Tina Jacobson, Karen Strasburg. Staff Present: Police Chief Chad Dachel, Public Works Director Bryan Kaatz, Clerk-Treasurer Renee Roemhild. Also Present: 2 citizens.
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 local newspapers were notified.
5. **Adopt Agenda:**
 - MOTION (Mattoon/Jenkins) to adopt the agenda as printed. PASSED, without negative vote.
6. **Act on Minutes:**
 - MOTION (Mattoon/Aldrich) to approve the 10/2/18 Zoning Board of Appeals, 11/12/18 Regular Board, 11/20/18 Finance & Personnel Committee, 12/4/18 Plan Commission, 12/4/18 Finance & Personnel Committee meeting minutes. PASSED, without negative vote.
7. **Citizen Input:** None.
8. **Correspondence:** None.
9. **Budget Comparison Report/Financial Considerations:**
 - MOTION (Mattoon/Zook) to approve the 11/30/18 Budget Comparison Report and the Clerk-Treasurer's monthly report. PASSED, roll call vote: Goodman-yes, Jenkins-yes, Mattoon-yes, Zook-yes, Aldrich-yes.
10. **Consider Bills:**
 - MOTION (Mattoon/Zook) to accept the Check Register Report for payment of bills #24551-24591, CC18076-18087, V180407-180448. PASSED, roll call vote: Jenkins-yes, Mattoon-yes, Zook-yes, Aldrich-yes, Goodman-yes.
11. **Scheduled Speakers/Issues of Interest**
 - A. **Consider Laura Steele Petition for a Conditional Use Permit @ 133 S State St to Allow a Daycare for Developmentally Disabled Adults During Weekday Hours:** President Goodman reported on the Plan Commission meeting.
 - MOTION (Mattoon/Jenkins) to follow the recommendation of the Plan Commission and deny the request of Laura Steele for a conditional use permit at 133 S State Street to allow a daycare for developmentally disabled adults as it may endanger public safety due to the amount of traffic in the area, may cause traffic congestion and traffic hazards when clients are being dropped off or picked up, and may be injurious to the enjoyment of other property in the immediate vicinity. PASSED, without negative vote.
 - B. **Fire District Chief Jamie Kaeding, Request Approval of Capital Purchase:** Fire District Chief Jamie Kaeding stated the District tested their SCBA (self-contained breathing apparatus) air tanks and found they no longer passed the hydro test. Replacement bottles for the 15-year old units was not cost effective, so the District purchased new units at a cost of approximately \$105,000.
 - MOTION (Mattoon/Aldrich) granting retroactive approval for the capital purchase of approximately \$105,000 to replace the SCBA tanks as needed for the fire district. Roll call vote: Mattoon-yes, Zook-yes, Aldrich-yes, Goodman-yes, Jenkins-abstain.

- C. **Monthly Report:** Police Chief Chad Dachel presented the monthly report of cases/calls for service.
- D. **Consider First Reading of Ordinance §1-19. A General Penalty:** Chief Dachel reported this was a general update to the ordinances, establishing a monetary range of forfeitures for violations to the Code.
 - MOTION (Jenkins/Mattoon) to hold the first reading of above ordinance. PASSED, without negative vote.
- E. **Consider First Reading of Ordinance §199-15.1 to 199-15.3 Trespassing:** Chief Dachel reported on the need for an ordinance that addresses trespassing.
 - MOTION (Jenkins/Mattoon) to hold the first reading of above ordinance. PASSED, without negative vote.
- F. **Consider Bartender Operator License Applications:**
 - MOTION (Mattoon/Jenkins) granting a bartender operator license to Hannah Zimmerman for the remainder of the 2018/2019 license year. PASSED, without negative vote.
 - MOTION (Jenkins/Mattoon) granting a bartender operator license to Collin Devens for the remainder of the 2018/2019 license year. PASSED, without negative vote.
 - MOTION (Mattoon/Jenkins) denying the bartender operator license application of Angie Goss. PASSED, without negative vote.

12. Public Works Department

- A. **Monthly Report:** Public Works Director Bryan Kaatz gave his monthly report on various matters concerning the public works and utility departments.
- B. **Consider Well #3 & #4 Project, Including Change Order:** Director Kaatz updated the Board on the progress.
 - MOTION (Jenkins/Mattoon) approving Change Order #2 with Winona Mechanical for Proposal #4, Demolition of Pumphouse #2 to extend the timelines for completion and final payment by roughly 200 days. PASSED, roll call vote: Zook=yes, Aldrich=yes, Goodman=yes, Jenkins=yes, Mattoon=yes.
- C. **Consider Details re: Possible McKinley Ave Project:** Director Kaatz reported on items for consideration: width of street, wish list if there is left over grant money, possibility of adding painting the water tower into the project thereby getting some grant money for the expense.
 - MOTION (Mattoon/Zook) to include the water tower painting in the project and to approve the wish list as recommended by the public works director. PASSED, Aldrich=yes, Goodman=yes, Jenkins=yes, Mattoon=yes, Zook=yes.

13. Committee Related

A. Community & Economic Development

- a. **Overview of Items Currently Being Researched:** Committee Chairperson Dane Zook reported on items being researched, stating that when enough information is gathered, the items will be brought before the Board for consideration.

B. Finance & Personnel

- a. **Consider Personnel Policy and Employment Agreement:** Clerk-Treasurer Renee Roemhild summarized the village attorney's recommendations regarding the personnel policy & the employment agreement.
 - MOTION (Mattoon/Aldrich) to accept the amendments to the Personnel Policy and to approve the employment agreement. PASSED, roll call vote: Goodman=yes, Jenkins=yes, Mattoon=yes, Zook=yes, Aldrich=yes.
- b. **Consider Hiring Police Officer:**
 - MOTION (Jenkins/Zook) to hire Tyler Geske effective 12/11/18 as a full-time police officer at a pay rate of \$23.00/hour. PASSED, roll call vote: Jenkins=yes, Mattoon=yes, Zook=yes, Aldrich=yes, Goodman=yes.

- c. **Review of Current Audit Firm Performance and Consideration of Future Audit Services:** Clerk-Treasurer Roemhild reported on problems with the current firm and the village attorney's recommendations, including looking at other firms for the future.
 - MOTION (Zook/Mattoon) giving the Clerk-Treasurer the support of the Board to do what's necessary to rectify the situation. PASSED, without negative vote.
- d. **Consider Renewal of Employee Assistance Program:**
 - MOTION (Jenkins/Mattoon) to renew with REALiving for the period of one year at a cost of \$2000. PASSED, roll call vote: Mattoon-yes, Zook-yes, Aldrich-yes, Goodman-yes, Jenkins-yes.
- e. **Consider Employee Wages for 2019:**
 - MOTION (Jenkins/Aldrich) grating the raises as outlined in the 2019 budget: 2% increase for full-time employees with a \$2/hr additional step raise for two public works crew members, a \$50/biweekly increase for the building inspector, and 75¢/hr raise for election poll workers. Increases to take effect on the first paycheck issued in the new year. The library board determines raises for library employees. PASSED, roll call vote: Zook-yes, Aldrich-yes, Goodman-yes, Jenkins-yes, Mattoon-yes.
- C. **Parks & Recreation:** No report.
- D. **Public Property & Health:** President Goodman reported on several comments liking the new snowflake winter decorations.
- E. **Public Safety:** No report.
- F. **Public Works & Streets/Sidewalks:** Committee Chairperson Joyce Aldrich encouraged consistency in enforcing the street parking regulations for snow removal.

14. General Business

- A. **Consider Appointments: Plan Commission Replacement:** Tabled.

15. Adjourn:

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

Renee Roemhild, Clerk-Treasurer