

Village of Fall Creek
Minutes of Regular Village Board Meeting
January 13, 2020

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, Bob Jenkins, Matt Mattoon, Karen Strasburg, Dane Zook. Members Arriving Later Via Phone: Trustee Tim Raap. Absent: None. Staff Present: Police Chief Chad Dachel, Public Works Crew Josh Kaeding & Jamie Kaeding, Clerk-Treasurer Renee Roemhild. Also Present: 7 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/Strasburg) to adopt the agenda as printed. PASSED, with Jenkins voting no.
6. **Act on Minutes:**
 - MOTION (Mattoon/Aldrich) to approve the 10/22/19 Parks & Rec Committee, 11/4/19 Finance & Personnel Committee, and the 12/9/19 Regular Village Board meeting minutes. PASSED, without negative vote.
7. **Citizen Input:** Vern Ming informed the Board the County's Highway Committee denied the Village's request to have the speed limit on State Street lowered. He would like to continue pursuing it and welcomed assistance from the Village Board.
8. **Correspondence:** President Chester Goodman read the following: Schuman Cheese thanking for support over the last year, Fall Creek Area Foundation notifying of \$250 grant award for Music in the Park, Steve Szydel stating he will no longer be able to do the coordinating for Music in the Park, building inspector Steve Maley will be returning to work soon and thanked the Board for the flowers sent after his surgery.
9. **Budget Comparison Report/Financial Considerations:**
 - MOTION (Mattoon/Strasburg) to approve the preliminary 12/31/19 Budget Comparison Report and the Clerk-Treasurer's monthly report. PASSED, roll call vote: Goodman-yes, Jenkins-yes, Mattoon-yes, Strasburg-yes, Zook-yes, Aldrich-yes.
10. **Consider Bills:**
 - MOTION (Mattoon/Aldrich) to accept the Check Register Report for payment of bills #25180-25238, CC2001-2011, V19335-19363, V20001-20014. PASSED, roll call vote: Jenkins-yes, Mattoon-yes, Strasburg-yes, Zook-yes, Aldrich-yes, Goodman-yes.
11. **Scheduled Speakers/Issues of Interest**
 - A. **Ingrid Schultz, Request for Building Permit in Downtown Business District (119 E Lincoln):**
 - MOTION (Strasburg/Zook) approving the request per the recommendation of the Plan Commission. PASSED, without negative vote.
 - B. **Ingrid Schultz, Request for Sign Permit in Downtown Business District (119 E Lincoln):**
 - MOTION (Jenkins/Mattoon) approving the request, per the recommendation of the Plan Commission. PASSED, without negative vote.
 - C. **Kelley Gustaveson, Request for Amendment to 6/10/19 Final Plat Approval for 628 S State St:** Goodman reported there is currently no water/sewer services installed on Lot 2 of the Gustaveson Plat. The original approval required the water/sewer be installed at the time of sale. Ms. Gustaveson is requesting the services be installed only if a building permit is taken out for that lot. She has a prospective buyer that is considering purchase

of the lot and planning to use it only for green space, which would then mean water/sewer services would not be needed.

Trustee Tim Rapp joined the meeting at 7:12 p.m. via telephone.

- MOTION (Jenkins/Mattoon) amending the approval given at the 6/10/19 meeting stating the water and sewer services must be installed at the time of issuing a building permit for Lot 2. PASSED, without negative vote.

12. Police Department

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

B. Consider Request for Capital Purchase:

- MOTION (Jenkins/Strasburg) authorizing purchase of a laptop computer for the squad, not to exceed \$1200. PASSED, roll call vote: Mattoon-yes, Raap-yes, Strasburg-yes, Zook-yes, Aldrich-yes, Goodman-yes, Jenkins-yes.

C. Consider Bartender Operator License Applications:

- MOTION (Jenkins/Mattoon) granting a bartender operator license for the remainder of the 2019/2020 license year to Kortney Love and Colton Martin. PASSED, without negative vote.

13. Public Works Department

A. Monthly Report: Public Works Crew Member Jamie Kaeding presented the monthly report on various matters concerning the public works and utility departments.

B. Consider Well #3 & #4 Project, Including Contractor's Pay Request:

- MOTION (Mattoon/Aldrich) authorizing payment of the final pay request of B&B Electric for \$6031. PASSED, roll call vote: Raap-yes, Strasburg-yes, Zook-yes, Aldrich-yes, Goodman-yes, Jenkins-yes, Mattoon-yes.

C. Update on County Board Approval of Village's Amended Wellhead Protection Zones and Consider Approval for County's Request for Digital Data: An email from Planning & Development Director Rod Eslinger was read, stating the County Board approved the Village's ordinance to amend the wellhead protection zones. Eslinger requested the data be supplied digitally so it could be incorporated directly into their GIS.

- MOTION (Jenkins/Aldrich) authorizing Davy Engineering to prepare the digital data to give to EC County as requested. PASSED, Strasburg-yes, Zook-yes, Aldrich-yes, Goodman-yes, Jenkins-yes, Mattoon-no, Raap-yes.

D. Consider Request for Capital Purchase: Jamie Kaeding reported on a dump truck with plow wing and sander from River States Truck & Trailer.

- MOTION (Mattoon/Aldrich) approving the purchase of a 2005 Peterbilt Model 330 dump truck in the amount of \$40,294.50. PASSED, roll call vote: Zook-yes, Aldrich-yes, Goodman-yes, Jenkins-yes, Mattoon-yes, Raap-yes, Strasburg-yes.

E. Consider Contract for Warning Siren Annual Maintenance:

- MOTION (Zook/Mattoon) approving the contract of Emergency Communication Systems for Warning System Annual Maintenance & Preventative Maintenance in the amount of \$903 for one year. PASSED, roll call vote: Aldrich-yes, Goodman-yes, Jenkins-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Zook-yes.

F. Consider DNR Requirement to Provide Information on Lead & Copper Monitoring Sites:

- MOTION (Zook/Aldrich) to request Davy Engineering give an estimate of the cost to provide the lead & copper info as required by the DNR. PASSED, without negative vote.

14. Committee Related

A. Community & Economic Development: No report.

B. Finance & Personnel

a. Consider Wage Scale for Public Works Director/Village Administrator:

- MOTION (Zook/Strasburg) to not set a wage scale at this time. PASSED, without negative vote.
 - b. Consider Hiring for Interim Temporary Help for Public Works Crew:**
 - MOTION (Zook/Mattoon) to hire Joel Kaeding, Jayson Kaeding, and Curtis Loveng as part-time interim help for the public works crew, at a wage of \$15/hr with a 4-hour minimum per call in. PASSED, roll call vote: Goodman-yes, Jenkins-no, Mattoon-yes, Raap-yes, Strasburg-yes, Zook-yes, Aldrich-yes.
 - c. Consider Employee Sewer Operator Certification:**
 - MOTION (Mattoon/Aldrich) approving costs needed for re-certification of Josh Kaeding. PASSED, Jenkins-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Zook-yes, Aldrich-yes, Goodman-yes.
 - C. Parks & Recreation:** No report.
 - D. Public Property & Health:** No report.
 - E. Public Safety:** No report.
 - F. Public Works & Streets/Sidewalks:** No report.
- 15. General Business**
- A. Consider Agreement for Auditing & Accounting Services for Year-End 12/31/19:**
 - MOTION (Mattoon/Zook) approving agreement with Clifton, Larson, Allen for the year-end 12/31/2019. Estimated cost is \$15,050 for the general audit and \$5,000 if a federal single audit is required. PASSED, roll call vote: Mattoon-yes, Raap-yes, Strasburg-yes, Zook-yes, Aldrich-yes, Goodman-yes, Jenkins-no.
 - B. Consider Amendment to Resolution #2004-0812B Resolution for Cash Management:**
 - MOTION (Zook/Mattoon) amending above resolution to make it agree with Resolution #2004-1117A as amended #2012-0213A. PASSED, roll call vote: Raap-yes, Strasburg-yes, Zook-yes, Aldrich-yes, Goodman-yes, Jenkins-yes, Mattoon-yes.
 - C. Consider Section #20.H. Education/Training of Employee Personnel Policy:**
 - MOTION (Raap/Mattoon) to forward the agenda item to the Finance & Personnel Committee. PASSED, without negative vote.
 - D. Consider Appointments**
 - a. Confirm 5/13/19 Appointment for Village Attorney:** Goodman reported Garrett Nix has left the law firm of Weld Riley and started a new firm with a partner.
 - MOTION (Jenkins/Aldrich) to reaffirm the appointment of Garrett Nix at his new firm Von Ruden & Nix. PASSED, without negative vote.
 - b. Replacement for Zoning Administrator:** Terry Fellenz is resigning. No appointment at this time.

President Goodman informed the Board he would be resigning as Village President as his workload has increased at his place of employment, making him no longer able to give this position the time it requires.

16. Adjourn:

- MOTION (Jenkins/Strasburg) @ 8:10 p.m. PASSED, without negative vote.

Renee Roemhild, Clerk-Treasurer