

Village of Fall Creek
Minutes of Regular Village Board Meeting
February 8, 2021

1. **Call to Order:** 6:30 p.m., virtual meeting at Zoom.us & physical meeting at Village Hall Meeting Room, 122 E. Lincoln Ave., Fall Creek
2. **Pledge to Flag**
3. **Roll Call:** Members Present: Village President Tim Raap, Trustees Ben Burch, Kelli Corbin, Bob Jenkins, Sheena Kaatz, Matt Mattoon, Karen Strasburg. Members Absent: None. Staff Present: Village Administrator/Public Works Director Jared McKee, Police Chief Chad Dachel, Clerk-Treasurer Renee Roemhild. Also Present: 9 citizens. Those noted in attendance include those attending via the virtual meeting.
4. **Certify Open Meeting Law Requirements Have Been Met:** A notice of the meeting and an agenda (including instructions if wishing to attend the virtual meeting) was posted at the three public places and local newspapers were notified.
5. **Adopt Agenda:**
 - MOTION (Corbin/Burch) to adopt the agenda. PASSED, without negative vote.
6. **Act on Minutes:**
 - MOTION (Strasburg/Mattoon) to approve the 1/11/21 Public Works & Streets/Sidewalk Committee, 1/11/21 Regular Village Board, and 2/2/21 Plan Commission meeting minutes. PASSED, without negative vote.
7. **Citizen Input:** Fritz Geske addressed the Board regarding snow removal. Estelle Clark addressed the board regarding the same, as well as sewer drains and backyard chickens.
8. **Correspondence:** None.
9. **Administrator Report:** Administrator/Public Works Director Jared McKee gave his monthly report highlighting departmental duties accomplished in the month.
10. **Budget Comparison Report/Financial Considerations:**
 - MOTION (Corbin/Strasburg) to approve the 1/31/21 Budget Comparison Report. PASSED, roll call vote: Corbin-yes, Jenkins-yes, Kaatz-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Burch-yes.
11. **Consider Bills:**
 - MOTION (Strasburg/Corbin) to accept the Check Register Report for payment of bills #25794-25843, RDW1043, RDS1043, V21012-21023, V21024-21034. PASSED, roll call vote: Jenkins-yes, Kaatz-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Burch-yes, Corbin-yes.
12. **Scheduled Speakers/Issues of Interest**
 - A. **Consider Permit in Downtown Business District @ 115 E Lincoln Ave:** President Tim Raap reported the Plan Commission recommended approval of the sign permit at their 2/2/21 meeting.
 - MOTION (Mattoon/Burch) to approve the sign permit in the Downtown Business District at 115 E Lincoln Ave. PASSED, without negative vote.
13. **Police Department**
 - A. **Monthly Report:** Police Chief Chad Dachel presented the monthly report of cases/calls for service.
 - B. **Consider Adoption of Police Policy Manual:**
 - MOTION (Strasburg/Mattoon) adopting the *Police Policy Manual* as reviewed by the Public Safety Committee, including the further revisions from the Administrator/PWD & Police Chief. PASSED, without negative vote.

C. Consider Bartender Operator License Applications:

- MOTION (Corbin/Burch) granting a bartender operator license to Courtney Kneifl, Mason Denning, Timothy Smith, and Jill Smith for the remainder of the 2020/2021 license year. PASSED, without negative vote.

14. Public Works Department

A. Consider Agreement for Rental of Village Land:

- MOTION (Mattoon/Corbin) accepting the bid of Geske Farms to rent the village land totaling 83.62 acres at \$150 per acre. PASSED, roll call vote: Kaatz-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Burch-yes, Corbin-yes, Jenkins-yes.

B. Consider Improvements to Hwy 12 Pedestrian Crosswalk Sign: Tabled.

15. Committee Related

A. Community & Economic Development: No report.

B. Finance & Personnel

a. Consider Amendments to Personnel Policy:

- MOTION (Strasburg/Mattoon) approving the amendments to the personnel policy as recommended by the Finance Committee. PASSED, without negative vote.

b. Consider Agreement for IT Support Services:

- MOTION (Mattoon/Burch) approving the 2021 agreement for IT support services with Kevin Meinholz at the hourly rate of \$15, not to exceed \$800 for the year. Motion authorizes President Raap to sign the contract. PASSED, roll call vote: Mattoon-yes, Raap-yes, Strasburg-yes, Burch-yes, Corbin-yes, Jenkins-yes, Kaatz-yes.

c. Consider Signature Authority for Administrator/Public Works Director: Tabled.

d. Consider Request for Capital Purchase/Surplus of Excess Property:

- MOTION (Burch/Mattoon) approving the purchase of a police squad car at a price not to exceed \$36,000 with accessories, authorizing the Village Administrator/Public Works Director to sign all documents. PASSED, roll call vote: Raap-yes, Strasburg-yes, Burch-yes, Corbin-yes, Jenkins-yes, Kaatz-yes, Mattoon-yes.
- MOTION (Mattoon/Corbin) approving the sale of surplus vehicles to a third party at the discretion of the Village Administrator/Public Works Director and Public Safety and Public Works Dept employees. PASSED, roll call vote: Strasburg-yes, Burch-yes, Corbin-yes, Jenkins-yes, Kaatz-yes, Mattoon-yes, Raap-yes.

C. Parks & Recreation: No report.

D. Public Property & Health: No report.

E. Public Safety: Discussed in Police Department report.

F. Public Works & Streets/Sidewalks

a. Consider 2nd Reading & Possible Adoption of Ordinance Amendment §249-4 Vehicles & Traffic/Regulation of Streets:

- MOTION (Burch/Corbin) to hold the second reading and to adopt the above ordinance in its entirety, making it a part of the Code of the Village of Fall Creek. Amendment basically establishes parking requirements near Village Hall. PASSED, roll call vote: Burch-yes, Corbin-yes, Jenkins-yes, Kaatz-yes, Mattoon-yes, Raap-yes, Strasburg-yes.

b. Consider 2nd Reading & Possible Adoption of Ordinance Amendment to §52-8 Ordinance and Resolutions:

- MOTION (Corbin/Burch) to hold the second reading and to adopt the above ordinance in its entirety, making it a part of the Code of the Village of Fall Creek. Amendment basically clarifies the procedure for making amendments to the

Village Code. PASSED, roll call vote: Corbin-yes, Jenkins-yes, Kaatz-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Burch-yes.

16. General Business

A. Consider Request for Extension of Building Permit:

- MOTION (Mattoon/Corbin) approving Kevin Meinholz's request for an extension on his building permit until 8/31/21. PASSED, without negative vote.

B. Consider Audio Visual System in Village Hall:

- MOTION (Raap/Mattoon) approving modifications to Village Hall to accommodate an audio/visual system in the main area. PASSED, without negative vote.

C. Consider Resolution Committing Fund Balance in Accordance With Government Accounting Standards Board (GASB) No. 54:

- MOTION (Mattoon/Corbin) approving resolution #2021-0208A as printed. PASSED, roll call vote: Jenkins-yes, Kaatz-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Burch-yes, Corbin-yes.

17. Adjourn:

- MOTION (Jenkins/Burch) @ 8:02 p.m. PASSED, without negative vote.

Renee Roemhild, Clerk-Treasurer