

Village of Fall Creek
Minutes of Regular Village Board Meeting
May 10, 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. **Roll Call:** Members Present: Village President Tim Raap, Trustees Ben Burch, Karen Herbison, Karen Hurd, 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: 8 citizens. Those noted in attendance include those attending via the virtual meeting.
3. **Pledge to Flag**
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 (Strasburg/Kaatz) to adopt the agenda. PASSED, without negative vote.
6. **Act on Minutes:**
 - MOTION (Herbison/Mattoon) to approve the 4/12/21 Regular Board and 4/22/21 Plan Commission meeting minutes as written. PASSED, without negative vote.
7. **Citizen Input:** Dane Zook gave an update regarding the FC Pond restoration project stating bids will be let and he expects the dredging will happen in late summer. Carl Knudtson gave an update on matters related to the requested ATV trail. Vern Ming spoke with questions regarding the proposed ATV ordinance and consideration of a moveable speed sign.
8. **Correspondence:** The following correspondence was read: comments from Bob Kassl in opposition to allowing ATV traffic in the village; an update regarding progress on the multi-jurisdictional *Safe Routes to School* grant.
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 (Mattoon/Burch) to approve the 4/30/21 Budget Comparison Report. PASSED, roll call vote: Herbison-yes, Hurd-yes, Kaatz-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Burch-yes.
11. **Consider Bills:**
 - MOTION (Mattoon/Herbison) to accept the Check Register Report for payment of bills #25939-25971, CC #2167-2179, CC #21080-21096, PYRL 4/12-5/10. PASSED, roll call vote: Hurd-yes, Kaatz-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Burch-yes, Corbin-yes.
12. **Scheduled Speakers/Issues of Interest:** None.
13. **Police Department**
 - A. **Monthly Report:** Police Chief Chad Dachel presented the monthly report of cases/calls for service. He then gave his resignation to the Board, stating he'd like his last day to be June 4th. The Board concurred, thanking Chad for his years of service to the village.
14. **Public Works Department**
 - A. **Consider Request for Capital Expense (Capital Equipment/Repairs Fund): Crack Seal, Sealcoating Village Streets:** Public Works Director Jared McKee outlined the need for crack-sealing various village streets, including discussion on the budgeted allocation for 2021. Board consensus was to pursue bids for crack-sealing.
15. **Committee Related**
 - A. **Community & Economic Development:** No report.

B. Finance & Personnel

- a. **Discussion of Committee Structure/Organization:** Discussion took place on modifying the board standing committees.
- b. **Consider 2nd Reading & Possible Adoption of Ordinance Title 2 Government & Administration:** Discussion took place regarding going forward with passing the ordinance or sending it back to committee for further review. Consensus was to arrive at an agreement at this meeting in order to facilitate more efficient appointment of committee members, with the ability to bring the adopted ordinance back to committee if any member felt a need for that. Discussion took place on how best to consolidate the standing committees and on what impartiality means for the Village President position.
 - MOTION (Herbison/) to hold the second reading and adopt Ordinance Title 2 Government & Administration with the amendment to consolidate the standing committees into three committees of Finance/Personnel/Economic Development, Public Works/Safety/Property, & Community Relations/Welfare/Parks & Rec; adding at least 4 members on each committee, and adding wording as written in C. that generally states the presiding officer may participate in discussion & debate and may make & second motions and should a member perceive that the chairperson participation is interfering with his/her ability to preside, they may by majority vote require the chairperson to designate a trustee to temporarily preside at the meeting.

Kaatz requested adding flexibility to modify the names of the committees to allow for smoother wording. Herbison amended her motion to add that flexibility. Hurd seconded the motion. PASSED, roll call vote: Kaatz-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Burch-yes, Herbison-yes, Hurd-yes.

C. Parks & Recreation: No report.

D. Public Property & Health: No report.

E. Public Safety: No report.

F. Public Works & Streets/Sidewalks: Board gave consensus to move to agenda item b first.

- b. **Consider 2nd Reading & Possible Adoption to Amend Ordinance §249 Vehicles and Traffic re: ATV's on Village Streets & Bicycles:** Discussion took place on the proposed route.

- MOTION (Mattoon/Herbison) to hold the second reading and adopt amendments to §249 Vehicles and Traffic. Motion includes changes from the first reading to limit the route to State Street, Wisconsin St from Randall Ave to Miami Ave, Randall Ave, E McKinley Ave from State St to Wisconsin St, Grant Ave, & Miami Ave., and include language that residents may travel on streets from their residence to the nearest point of the designated route. PASSED, roll call vote: Mattoon-yes, Raap-yes, Strasburg-yes, Burch-yes, Herbison-yes, Hurd-yes, Kaatz-yes.
- a. **Consider Capital Purchase:** Discussion took place on possible purchase of the speed sign.
 - MOTION (Mattoon/Herbison) to table. Mattoon/Herbison rescinded the motion.
 - MOTION (Herbison/Hurd) to not approve the capital purchase at this time. PASSED, without negative vote.

Board consensus was that Administrator McKee should check if there was a “reduced speed ahead” sign on the north and south entrances to the village and if not, to request the County install.

16. General Business

A. Consider Village of Fall Creek Petition to Rezone 726 S Wisconsin from PP – Public Properties to R1 – Residential Single Family:

- MOTION (Strasburg/Kaatz) to rezone 726 S Wisconsin as requested and as recommended by the Plan Commission. PASSED, without negative vote.

B. Consider Listing Village Property for Sale: 726 S Wisconsin St: Discussion took place on the process and parameters for selling 726 S Wisconsin. The well was abandoned properly, but there is a well casing underground that could potentially need to be cut off and cemented over.

- MOTION (Kaatz/Herbison) to advertise “for sale by owner” the Village lot at 726 S Wisconsin St, establish the selling price at \$24,900, give the Administrator the authority to be flexible as he deems appropriate, require the purchaser build a home within two years of purchase. PASSED, roll call vote: Raap-yes, Strasburg-yes, Burch-yes, Herbison-yes, Hurd-yes, Kaatz-yes, Mattoon-yes.

C. Consider Extension of Lease for Village Property: 380 E Randall Ave:

- MOTION (Strasburg/Mattoon) to extend the lease on a month-to-month basis at the same rental price. PASSED, Strasburg-yes, Burch-yes, Herbison-yes, Hurd-yes, Kaatz-yes, Mattoon-yes, Raap-yes.

D. Consider Advertisement for Request for Proposals (RFP) for Development of Raether Property: Raap reminded the Board we exited the Memorandum of

Understanding with Matt Bartow. McKee presented a draft RFP for the 79.84 acre parcel at the intersection of State Street and Randall Road. The property is currently zoned Urban Transitional, however the Village would consider rezoning to generate the highest economic and financial benefit to the Village.

- MOTION (Hurd/Mattoon) to move forward with the RFP as written, allowing flexibility to make minor tweaks if needed. PASSED, without negative vote.

E. Consider Tearing Down Old Shed at Raether Property:

- MOTION (Kaatz/Mattoon) to direct Jared as Public Works Director to seek three price considerations for tearing down the unsafe shed at the Raether property, and authorizing him to act on it per his discretion. PASSED, without negative vote.

F. Consider Appointments: Standing Committees, Special Committees, Specific Positions (Attorney, Building Inspector, Clerk-Treasurer, Weed Commissioner, Zoning Administrator): President Raap made the following standing committee appointments (1-year terms):

<u>Community Relations, Recreation & Health</u>	<u>Finance, Personnel & Economic Development</u>	<u>Public Works, Public Safety & Property</u>
Karen Hurd - C	Tim Raap - C	Sheena Kaatz - C
Ben Burch	Ben Burch - VC	Karen Herbison
Matt Mattoon	Karen Herbison	Matt Mattoon
Tim Raap	Karen Hurd	Tim Raap
Karen Strasburg	Sheena Kaatz	Karen Strasburg

Key: C - Chair, VC - Vice Chair

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

President Raap made the following appointments with indefinite terms: Administrator Jared McKee, Building Inspector Fred Dahlke, Clerk/Treasurer Renee Roemhild, Zoning Administrator Curt Strasburg. President Raap made the following appointment with a 1-year term: Weed Commissioner Jamie Kaeding.

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

President Raap appointed: Plan Commission-Helen Hartman, Curt Van Auken (3-year terms), Karen Hurd (Village Board Rep, 1-year term); Zoning Board of Appeals: Marv Schmit, Westley Bennet (3-year terms), Police Committee: Kelli Corbin (5-year term).

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

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

- MOTION (Strasburg/Mattoon) to adopt RESOLUTION #2021-0510A designating public depositories & authorizing withdrawal of village moneys. PASSED, roll call vote: Burch-yes, Herbison-yes, Hurd-yes, Kaatz-yes, Mattoon-yes, Raap-yes, Strasburg-yes.

17. Adjourn:

- MOTION (Burch/Mattoon) @ 9:25 p.m. PASSED, without negative vote.

Renee Roemhild, Clerk-Treasurer