

Village of Fall Creek

Minutes of Community Relations, Recreation & Health Committee Meeting

Wednesday, June 23, 2021

1. **Call to Order:** 5:00 p.m., Village Hall Meeting Room, 122 E. Lincoln Ave., Fall Creek
2. **Roll Call:** Committee Members Present: Chairperson Karen Hurd, Trustees Ben Burch, Matt Mattoon, Tim Raap, Karen Strasburg. Absent: None. Staff Present: Administrator/Public Works Director Jared McKee, Clerk/Treasurer Renee Roemhild. Also Present: Trustee Karen Herbison, no citizens.
3. **Certify Open Meeting Law Requirements Have Been Met:** A notice of the meeting and an agenda was posted at the three public places and local newspapers were notified.
4. **Adopt Agenda:**
 - MOTION (Mattoon/Burch) to adopt the agenda. PASSED, without negative vote.
5. **Old Business**
 - A. **Update re: Email Server:** Committee Chair Karen Hurd reported the decision has been made that the company that would work best for the Village's needs is Microsoft Exchange. Administrator McKee is working on the changeover with the help of our contracted IT consultant. There would have been a large migration cost of over \$5000 but our IT person will be able to do it for much cheaper.
 - B. **Recommendation re: Survey Regarding Keeping Chickens in Residential Zoning Districts:** Hurd offered a draft survey document compiled from researching ordinances of area villages that allow chickens. The committee worked through the draft, point-by-point, and amended it per discussion. Residents of at least 18 years of age will be able to access the survey via the Village website or directly from the Clerk's Office. A note will be placed on the water/sewer/garbage bill notifying residents of the survey. Surveys will be due August 20th.
6. **New Business**
 - A. **Recommendation re: Website Improvements:** Options and goals were discussed with committee consensus being to stay with our current website provider, using a template from Word Press with maintenance being done by village staff. Some updates to consider were a new template, adding a business & church directory, online fillable pdf forms, an ordinance plug-in to facilitate searching ordinances, and eAlert notifications.
 - MOTION (Raap/Mattoon) for committee chair to compile cost data regarding add-on's and take information directly to the board, rather than come back to committee. PASSED, without negative vote.
 - B. **Recommendation re: Community Garden:** Raap reported on receiving citizen requests for a community garden. He offered a possible location would be the Village-owned lot, north of the new Xcel substation in the industrial park. Discussion took place on possible logistics – the public works department could work up the lot and it could be sectioned off into plots that residents could sign up for. It would not be for this growing season but would like to have it in place by the end of this winter. Matt Mattoon volunteered to check out what other communities do, gather the data and come back to the Committee.
 - C. **Recommendation re: Ways to Improve Means of Communication with Villagers:** Discussion took place regarding the current newsletter and that many villagers like to receive mailed communications. Other ideas were to make better use of the messaging board at FC Valley Memorial Park and the message line on the water/sewer/garbage bills. No motions made.
7. **Adjourn:**
 - MOTION (Burch/Raap) @ 6:11 p.m. PASSED, without negative vote.