

*Village of Fall Creek*  
*Minutes of Regular Village Board Meeting*  
*December 13, 2021*

1. **Call to Order:** 5:00 p.m., 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 (via Zoom), Matt Mattoon, Karen Strasburg. Members Arriving Later: Trustee Sheena Kaatz. Members Absent: None. Staff Present: Village Administrator/Public Works Director Jared McKee, Clerk/Treasurer Renee Roemhild. Also Present: Approximately 20 citizens.
3. **Pledge of Allegiance**
4. **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.
5. **Adopt Agenda:**
  - MOTION (Mattoon/Burch) to adopt the agenda with moving agenda item #14A behind #7. (Posted agenda had noted that item #14A would likely move up and be discussed after agenda item #7) PASSED, without negative vote.
6. **Recognition of Visitors/Citizen Input:** The following comments were made by citizens:
  - Eddy Herbison, 439 S Victory St, Fall Creek. He reiterated his comment from a prior meeting stating he felt Trustee Ben Burch should abstain from voting on the agenda item regarding the ballfield. Trustee Sheena Kaatz arrived at 5:07 p.m. Herbison continued with concerns regarding not seeing meetings about development of Raether land.
  - Matt Bartow stated he felt Trustee Burch should be able to vote because it was the association who initiated the contact, approaching him with a request that he present the information to the Board.
7. **Approval of Minutes:**
  - MOTION (Burch/Kaatz) to approve the 10/6/21 Finance, Personnel & Economic Development Committee, 10/11/21 Finance, Personnel & Economic Development Committee, 10/27/21 Public Works, Public Safety & Property Committee, 11/8/21 Regular Board, and 12/7/21 Community Relations, Recreation & Health Committee meeting minutes. PASSED, without negative vote.
14. **Committee Recommendations**
  - A. **Possible Ballfield at Keller Park:** Village President Tim Raap read the motion from the 12/7/21 CRRH committee meeting regarding their recommendation to the Village Board.
    - MOTION (Hurd/Herbison) to move forward with building a ballfield at Keller Park, the general location to be “Option A”, working with the Lions Club for consensus in exact location, naming Matt Bartow as the general contractor, with the Village contributing up to \$70,000, with Trustee Burch as the broad point of contact for the Village Board. A contract will be negotiated between the Village and the liable entity, which will be overseen by CRRH Committee Chair Hurd and Administrator McKee.

Discussion followed regarding certain points of the motion. Trustee Karen Hurd amended her motion to strike “working with the Lions Club for consensus in exact location.” Discussion continued. Hurd again amended her motion to strike the words “CRRH Committee Chair Hurd and”. Trustee Karen Herbison seconded the amendments. Trustee Matt Mattoon clarified that the Village was willing to back the project up to \$70,000 but if the costs come in less, the Village would pay less.

The amended motion was read as follows:

- AMENDED MOTION to move forward with building a ballfield at Keller Park, the general location to be “Option A”, naming Matt Bartow as the general contractor, with the Village contributing up to \$70,000, with Trustee Burch as the broad point of contact for the Village Board. A contract will be negotiated between the Village and the liable entity, which will be overseen by Administrator McKee.

Village President Tim Raap read information regarding conflict-of-interest guidelines, stating the organization making the request is for the public and is bringing forward approximately \$100,000 for a project in one of the Village parks, so the Village contributing toward such project does not seem to him that it would not be considered private benefit for the FC Youth Sports Association or for Trustee Burch. Raap then relayed to Burch that he could do what he felt comfortable with. Administrator McKee stated it was his understanding that a Board could not require a member to abstain, the decision of whether to abstain or not was entirely up to the individual’s discretion. McKee also stated he felt Burch voting would not constitute a conflict-of-interest.

- The motion was then voted on. PASSED, roll call vote: Herbison-yes, Hurd-yes, Kaatz-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Burch-yes.

#### **8. Financial Report:**

- MOTION (Mattoon/Kaatz) to approve the 11/30/21 Budget Comparison Report. PASSED, roll call vote: Hurd-yes, Kaatz-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Burch-yes, Herbison-yes.

#### **9. Approval of Bills:**

- MOTION (Mattoon/Strasburg) to accept the Check Register Report for payment of bills #26214-26261, ACH 21043-21047, CC21193-21197, PYRL 11/09-12/13 and Rural Development to Metering & Technology in the amount of \$822.46. PASSED, roll call vote: Kaatz-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Burch-yes, Herbison-yes, Hurd-yes.

**10. Report of Village Administrator:** Administrator/Public Works Director Jared McKee gave his monthly report highlighting the departmental duties accomplished since the last regular board meeting. During this report, Trustee Hurd dropped off the meeting via Zoom at 5:54 p.m. and returned at 5:58 p.m.

#### **11. Committee Reports**

- A. Community Relations, Recreation & Health:** Hurd updated the Board on the committee meeting.

**12. Unfinished Business:** None.

#### **13. New Business**

- A. Consider Resolution Designating Public Depositories and Authorizing Withdrawal of Village Moneys:** Administrator McKee requested adding Bremmer Bank to the authorized public depositories as he has been researching options for better interest earnings.

- MOTION (Mattoon/Herbison) to adopt RESOLUTION #2021-1213A designating public depositories and authorizing withdrawal of Village moneys. PASSED, roll call vote: Mattoon-yes, Raap-yes, Strasburg-yes, Burch-yes, Herbison-yes, Hurd-yes, Kaatz-yes.

- B. Consider Agreement with Clifton, Larsen, Allen for Audit Services:**

- MOTION (Strasburg/Mattoon) approving agreement with Clifton, Larsen, Allen for audit services for the year ended 12/31/2021 at an estimated cost not to exceed \$15,975. PASSED, roll call vote: Raap-yes, Strasburg-yes, Burch-yes, Herbison-yes, Hurd-yes, Kaatz-yes, Mattoon-yes.

- C. Consider Agreement with Real Living for Employee Assistance Program:**

- MOTION (Kaatz/Mattoon) to continue the agreement with Real Living for EAP services and in addition to grant Jared the authority to make a decision about whether

or not to contract for this service next year and to choose which vendor. PASSED, without negative vote.

**D. Consider Bartender Operator License Applications:**

- MOTION (Mattoon/Kaatz) approving a bartender operator license to Leah Biegel and Jennifer Peery for the remainder of the 2021/2022 license year. PASSED, without negative vote.

**E. Appointments: Election Officials, Zoning Board of Appeals, Police Committee:**

President Raap appointed the following election officials:

<u>Democrat</u>	<u>Republican</u>	<u>Unaffiliated</u>
BOROFKA, JANE	BROWN, STACEY	GOODMAN, DUSTIN
FELLENZ, TERRY	HERBISON, KAREN	GOODMAN, LISA
	KAATZ, JAMES	HARTUNG, JOE
	KUEHN, JOHN	MATTOON, PAMELA
	MISCHKE, DEB	MCKEE, JARED
	ROWE, SCOTT	MILLEN, DIANA
	STRASBURG, KAREN	RAAP, TIM
	VOLD, DIANA	THOMSON, JULIE
	WALTER, BETTY	THOMSON, KEN

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

President Raap appointed Pam Mattoon to the Board of Appeals to fill the remaining term of Dale Reetz expiring 2023 and Noreen Mason to the Police Committee to fill the remaining term of Kelli Corbin expiring 2026.

- MOTION (Kaatz/Strasburg) approving the above appointments. PASSED, without negative vote.

**F. Consider Tax Breakdown Visual Representation for Website:** Trustee Sheena Kaatz said she thought it would be a good idea to put on the website a graph to show people where their money is going. The Board consensus was in favor of doing that.

**15. Possible Assignment to Committee:** None.

**16. Adjournment:** @ 6:18 p.m.

Renee Roemhild, Clerk-Treasurer