

***Village of Fall Creek***  
*Minutes of Public Works, Public Safety & Property Committee Meeting*  
*April 20, 2023*

1. **Call to Order:** 4:31 p.m., Village Hall Meeting Room, 122 E. Lincoln Ave., Fall Creek
2. **Roll Call:** Members Present: Chairperson Sheena Kaatz, Trustees Karen Herbison, Matt Mattoon. Members Absent: None. Staff Present: Administrator/Public Works Director Jared McKee, Public Works Crewman Jamie Kaeding, Deputy Clerk Joan Drehmel,.
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/Herbison) to adopt the agenda as printed. PASSED, without negative vote.
5. **Old Business**
  - A. **Parking/Safety on Wisconsin in Front of School During Early Morning & Mid-Afternoon:** Administrator/Public Works Director Jared McKee reported he met with Ashley Mason to discuss ways to improve the route for drop-off/pick-up on Wisconsin Street. The route will be similar to the one used during the covid period. The school will paint the curb yellow (for no parking) inside the “loop” of the west entrance. They will also implement parking for drop-off/pick-up on the east side of Wisconsin Street from Tyler Avenue to the southern-most elementary driveway. The school requested the village install “no parking” signs on the east side of Wisconsin Street from Tyler Avenue to the southern-most elementary driveway, and to amend the ordinance to reflect this change. During winter months, the school will pile snow from the sidewalks away from this area, and the school requested the village remove it according to their schedule. The committee also discussed removing parking restrictions at 224 S White Street.
    - MOTION (Mattoon/Herbison) recommending the Village Board hold a first reading of an ordinance amendment implementing parking restrictions from Wilson Avenue to the southern-most elementary driveway, and to remove the parking restriction at 224 S White Street. PASSED, without negative vote.
  - B. **Enforcement/Ordinance re: Parking, Shoveling, Lawn Mowing:** The committee, Administrator/Public Works Director McKee, and Crewman Jamie Kaeding discussed the current ordinances, and current and past policies to enforce them. McKee noted the public safety department would like direction from the board on the level of enforcement for people who have become lax after the village’s first attempts to address these issues. Karen Herbison left at 5:00 p.m. The committee also discussed snow removal in the Downtown Business District, the problem of snow, grass, and leaves being blown into the street, and a tiered fee when the Village must mow lawns or shovel sidewalks.
    - MOTION (Kaatz/Mattoon) recommending the Village Board revisit the ordinance to offer direction to employees that enforce them. PASSED, without negative vote.Administrator McKee reported the motion that was made at the 3/23/23 Public Works, Public Safety & Property Committee meeting stated “free” or “for sale” items placed on the boulevard are limited to seven days. This motion would contradict village ordinance 144-Garage Sales & Flea Markets, which limits the duration of “for sale” items to seventy-two consecutive hours.

- MOTION (Mattoon/Kaatz) to amend the motion made at the 3/23/23 Public Works, Public Safety & Property Committee meeting to read: recommend the Board create an ordinance to limit the amount of time citizens can put “free” items on the boulevard to seven days. PASSED, without negative vote.

**6. New Business**

**A. Possible Ordinance Amendment for Pole Shed Type Structures:** Administrator

McKee reported that a resident has questioned the restriction on pole shed type structures in residential areas as he would like to construct a detached accessory building made of metal. It would look like the principal building. McKee noted the current ordinance says they are only allowed for agricultural or municipal uses, but building styles have changed since the ordinance was put in place, and metal buildings are now being used in applications other than agricultural or municipal. The committee discussed the definition of a pole shed, the pros and cons of their construction, and concerns on size and appearance.

- MOTION (Mattoon/Kaatz) directing Administrator McKee to research possible changes to the village ordinance and bring it back to the committee for further discussion.

**7. Adjourn: 6:02 p.m.**

Joan Drehmel, Deputy Clerk