

Village of Fall Creek
Minutes for Regular Village Board Meeting
March 11, 2024

1. **Call to Order:** 6:00 p.m., Village Hall Meeting Room, 122 E Lincoln Ave., Fall Creek
2. **Roll Call:** Members Present: Village President Tim Raap, Trustees Ryan Aylesworth, Karen Hurd, Sheena Kaatz, Matt Mattoon. Members Absent: Chester Goodman, Karen Herbison. Staff Present: Village Administrator/Public Works Director Jared McKee, Clerk/Treasurer Renee Roemhild. Also Present: 9 citizens.
3. **Pledge of Allegiance**
4. **Certify Open Meeting Law Requirements Have Been Met:** A notice of the meeting and the agenda was posted at the three public places and local newspapers were notified.
5. **Adopt Agenda:**
 - MOTION (Hurd/Kaatz) to adopt the agenda as amended. PASSED, without negative vote.
6. **Recognition of Visitors/Citizen Input/Correspondence:** None.
7. **Approval of Minutes:**
 - MOTION (Hurd/Aylesworth) to approve the 2/12/24 Regular Board, 2/21/24 Public Work, Public Safety & Property Committee and 2/28/24 Public Hearing & Plan Commission meeting minutes. PASSED, without negative vote.
8. **Financial Report:**
 - MOTION (Mattoon/Kaatz) to approve the 2/29/24 Budget Comparison Report. PASSED, roll call vote: Hurd-yes, Kaatz-yes, Mattoon-yes, Raap-yes, Aylesworth-yes.
9. **Approval of Bills:**
 - MOTION (Mattoon/Aylesworth) to accept the Invoice Listing and Payroll Pay Summary Reports of 2/13/24-3/11/24. PASSED, roll call vote: Kaatz-yes, Mattoon-yes, Raap-yes, Aylesworth-yes, Hurd-yes.
10. **Report of Village Administrator:** Administrator Jared McKee gave his monthly report highlighting the department duties accomplished since the last regular board meeting.
11. **Committee Reports:** None.
12. **Unfinished Business:** None.
13. **New Business**
 - A. **Resignation of Village Board Trustee:** President Tim Raap reported on receiving a resignation letter from Board Trustee Karen Hurd effective March 12, 2024. He thanked her for her service to the Village. Discussion took place on the procedure for replacing the position.
 - B. **Quote for Update of Fall Creek Base Mapping:** Administrator Jared McKee reported the current paper map files are in desperate need of an update and as part of that process, would like to put them into a GIS format.
 - MOTION (Mattoon/Kaatz) to approve the proposal from Ayres Associates Engineering Services at a cost of approximately \$6,750 to convert the Village PDF map files into a GIS format and purchase software and licensing. PASSED, roll call vote: Mattoon-yes, Raap-yes, Aylesworth-yes, Hurd-yes, Kaatz-yes.
 - C. **Consider Land Donation for Proposed Library Lot:** A letter was read from John and Michelle Kuehn offering a donation of a portion of their property for a possible building site if a new Public Library and Community Center is built. Raap clarified that the donation will not take place unless the project moves forward, and that a site has not been officially selected yet, but this provides a record that a donation has been offered.

D. Keller Park Batting Cages: Matt Bartow, of the Youth Sports Association, addressed the Board with their request for approval of the location for installing a batting cage in Keller Park. Bartow also stated their grand opening for the new field will be May 17th.

- MOTION (Hurd/Aylesworth) to approve the location as presented by Matt Bartow. PASSED, without negative vote.

E. Bartender Operator License Applications:

- MOTION (Mattoon/Hurd) to approve bartender operator licenses for the remainder of the 2023/24 license year to Cynthia Allum, Collin Beilke and Mason Youngquist. PASSED, without negative vote.

14. Committee Recommendations

A. Downtown Business District Sign Permit Applications: Raap reported on the Plan Commission's review and recommendations of the sign permit requests.

- MOTION (Hurd/Mattoon) approving the sign permit request of Melissa Otto for West Kind Co. to be located on the west portion of 102 W Lincoln Ave. PASSED, without negative vote.
- MOTION (Mattoon/Aylesworth) approving the sign permit request of William Boettcher for Reimagine at 125 E Lincoln Ave. PASSED, without negative vote.

B. Consider 1st Reading of Amendments to Village Ordinance Title 16, Zoning: Raap reported on the Plan Commission's review and recommendations of the Zoning Code, stating most of the proposed amendments relate to establishing a maximum lot size in various zoning districts.

- MOTION (Mattoon/Hurd) to hold the first reading of the proposed amendments to Title 16. PASSED, without negative vote.

15. Possible Assignment to Committee: None.

16. Adjournment: @ 7:13 p.m.

Renee Roemhild, Clerk/Treasurer