

**VILLAGE OF AVISTON
MINUTES OF REGULAR MEETING HELD ON:
MONDAY OCTOBER 3, 2011**

The regular meeting of the President and Board of Trustees was held on Monday October 3, 2011 at 7:30 p.m. in the Village Hall. In attendance were Village President Derek Sudholt, Village Administrator Mike Buscher, Village Treasurer Steve Goestenkers, Trustee Larry Harper, Al Billhartz, Mike Kampwerth, Randy Peek, Chuck Schrage, and Gary Litteken. Employees present included Gary Rakers, Mark Taylor, Village Attorney Stan Brandmeyer and Village Engineer Pat Netemeyer. Guests included George Fehrenback and Rosanne Wellen.

1. GUESTS:

Rosanne Wellen mentioned the Lebanon bypass meeting to be held in Breese at the city hall on October 4, 2011 at 6:00 p.m. and suggested that everyone attend.

2. GRANT UPDATE:

Rosanne Wellen stated that the retainer for Insituform, Inc. of about \$34,000 should be paid at this time. This is to be put in with the October bills to be approved by the board and paid. Rosanne stated that the amount indicated on this invoice agrees with her records.

It was stated that the invoice for Vandevanter Engineering will be approximately \$39,000. It was also stated that another \$6,000 in expenses is needed to meet the Village portion of the sewer grant obligation. Utility committee stated that the switches, etc. will be more than enough to cover this allotted amount. With the payment to Insituform, Inc., Vandevanter Engineering, and payment for the switches, etc., the total cost of these projects for the Village will be approximately \$81,000. The \$81,000 is more than the required amount that the Village needed to spend to meet their obligation on the sewer grant.

Derek also signed quarterly reports presented by Rosanne.

3. TIF REPORT:

Larry Harper reported for Kurt Schmitz on a couple of topics: There is currently no agreement with All Smiles Daycare on the original building, this will need to be prepared and signed accordingly; there is also a second TIF application with All Smiles that needs to be completed. Kurt stated he would like to meet with the TIF Committee to discuss the open contracts and options for spending some of the funds. Derek stated he also has some ideas for the committee. The TIF Committee will schedule a meeting during October 2011.

4. MINUTES:

The minutes of the previous minutes were available for review. Chuck stated there were 2 spelling errors that need to be addressed and item #6 needs the wording changed to "Derek appointed Dale Buscher to the Zoning Board".

Street lighting was discussed. Derek stated he and Mike would look into this. It was mentioned to meet on October 13th to review Aviston Lumber issues. A motion to approve the minutes as amended was made by Larry Harper, second by Randy Peek. Motion carried 6-0.

5. FINANCIAL REPORT:

Steve Goestenkers reviewed the monthly financial report. A list of unpaid bills was available for each to review. A motion to pay all bills, including normal monthly expenses not yet listed, and accept the financial report was made by Al Billhartz, second by Larry Harper. Motion carried 6-0.

6. CURRENT PROJECTS:

- 1) Old Route 50 – Mike Buscher is currently working through and doing more preliminary work.
- 2) Kues Business Park – No report.
- 3) Kues Subdivision – No report. The Zoning Board has requested information from the owners with regard to their request.
- 4) 4th Street – It was stated that manholes should be in this week to begin the project.
- 5) Insurance bid packet – Mike Buscher to offer local insurance companies a chance to bid. This action was approved by Stan as within legal guidelines.
- 6) Property Maintenance – Derek is to send letters during October regarding maintenance issues to several of the property owners.
- 7) Road Surface Ordinance – No progress.
- 8) Dog Tag Ordinance – Chuck stated that he believes much of the town is currently not paying the license fee and that the ordinance, as written, is not useful. Chuck suggested eliminating/repealing any reference to a license fee and the dog tags within the ordinance. The other portions of the ordinance with regard to animal control, etc. should remain. A motion to repeal the specific fee references within any of the Dog Tag Ordinances was made by Chuck Schrage, second by Larry Harper. Motion carried 5-1 as follows:

L. Harper – aye	R. Peek – aye
A. Billhartz – aye	C. Schrage – aye
M. Kampwerth – nay	G. Littken – aye.

Stan will prepare all documents pertaining to this for review and approval at the November 2011 board meeting.

7. VILLAGE ADMINISTRATOR'S REPORT:

Mike Buscher stated he is working on the Park District Lease with the church and is currently waiting on the Diocese feedback. Mike also reviewed his report in detail.

8. ZONING ADMINISTRATOR'S REPORT:

Gary Rakers stated permits issued for the month include 1 new home and 1 miscellaneous project. Gary stated the Kues Brothers are to bring subdivision plans to the Zoning Board for discussion during October 2011.

9. DIRECTOR OF PUBLIC WORKS REPORT:

Gary Rakers stated that the lift station bids should be posted. The Utilities committee met on 10/3/11 to review specifics of the project. "On call" help was discussed at length during a recent meeting with Gary Rakers and the Employee Committee. Randy stated that the committee reviewed a couple of potential on-call possibilities. Randy stated that on-call persons would be paid at \$75/weekend and \$18.00 per call. Initially the Village will add two on-call persons in addition to Gary Rakers and Mike Kuper. This will add additional resources, without getting too many people involved to ensure knowledge of the operations and consistency.

Gary stated roads have been swept and the generator switches are in and ready to be installed. Also, Gary stated the filters at the water plant have been cleaned and the appearance of the filter media is significantly better.

10. POLICE REPORT:

Mark Taylor gave the monthly police report. Mark stated John Wiebler attended the Juvenile Officer Training Course and is now approved to handle juvenile cases for the Village.

11. PARK DISTRICT:

Larry Harper stated they are still working on the lease agreement as noted previously. Larry stated they are still working on the pavilion improvements, currently getting bids and making good progress on this project.

12. NEW BUSINESS:

A Thank You card was presented from Jenny's family for all to review.

Motion to enter into executive session was made by Randy Peek, second by Chuck Schrage. Motion carried 6-0.

Board discussed employee issues.

Motion to exit executive session was made by Al Billhartz, second by Larry Harper. Motion carried 6-0.

A motion was made by Randy Peek, second by Al Billhartz to pay Jenny Jansen for 20 pay periods at \$50/ pay period to catch up on back pay for the insurance reimbursement due her. The \$1,000 is intended to cover any and all prior obligation from the Village to Jenny Jansen with regard to the insurance reimbursement. Motion carried 6-0.

A motion to adjourn was made by Randy Peek, second by Chuck Schrage. Motion carried 6-0.

Minutes were taken by Steve Goestenkors, typed by Jennifer Jansen.