

**VILLAGE OF AVISTON
MINUTES OF REGULAR MEETING HELD ON:
TUESDAY SEPTEMBER 6, 2011**

The regular meeting of the President and Board of Trustees was held on Tuesday September 6, 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, Village Clerk Jennifer Jansen, Trustees 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 Jerry Kues, John Kues, Charlie Rakers, Craig Timmermann, George Fehrenback, and Rosanne Wellen.

1. GUESTS:

Charlie Rakers was present to inform the Board of a meeting in Lebanon to discuss the Lebanon Bypass. In attendance should be Lebanon Mayor, John O Jones, Kyle McCarter and Clinton County officials. It was recommended that Village officials attend this meeting. Charlie will inform the Board as to when this meeting will take place.

Rosanne was present to discuss what the Board is going to do for leverage for their portion of the grant. The Village Board stated they are currently reviewing some information that will determine exactly what this will be spent on.

2. MINUTES:

The minutes of previous meeting were available for all to review. Motion to approve the minutes as presented was made by Chuck Schrage, second by Al Billhartz. Motion carried 6-0.

3. FINANCIAL REPORT:

Steve Goestenkers reviewed the Financial Report with the Board. Steve stated there was nothing out of the ordinary to report in either income or expense. Steve noted that he believes the current MFT disbursement reflects in new census numbers, even though this is not revealed on the payment stub.

Steve reviewed with the Board the audit report from Mark Richter. Some bullet points to point out are as follows:

- Good increase in cash position, would like to pay down debt,
- Tax rate is one of the lowest in the County,
- Recommends monthly reconciliation of water sold and produced,
- Monitor water received from Breese so we are not paying for something we are not receiving (Gary stated currently monitoring daily water received),
- Nelson RLF contract not in the file, this needs to be addressed (Derek stated will get to Steve),
- Mark mentioned the current insurance list is not complete (Mike is currently working on this), and
- Mark Taylor is to check on Drug Fund disbursements from the County as we have not received any in a very long time.

Steve stated the annual Treasurer's Report is in everyone's packet for review. Steve asked if anyone has any questions they are to contact him. This will be published before the end of October.

A motion to accept the financial report and pay all regular monthly bills was made by Al Billhartz, second by Gary Litteken. Motion carried 6-0.

4. CURRENT PROJECTS:

-Old Route 50 – Mike stated Rosanne will work on this under the “Safe Route to School” Grant. This needs to be done in conjunction with the school. Mike stated this would be included in the 2012 grant cycle. Things needed for this grant would include a sidewalk plan, bike route, engineering, etc. A motion for Rosanne to proceed with this was made by Larry Harper, second by Randy Peek. Motion carried 6-0.

-Kues Business Park – Pat is working on a preliminary survey.

-Kues Subdivision – It was recommended that the Kues Brothers attend the next Zoning Board meeting. It was also stated that they may possibly need to apply for a variance for open ditches in this subdivision. Pat is to get the information ready for the September Zoning Board meeting and get on the agenda.

-ESDA Plan – No report.

-4th Street Sidewalk Project – The bid opening was held on August 22nd at 10am at the Village Hall. Billhartz Construction was low bidder at \$83,896.00. Letters to property owners along this stretch were sent and most of them have been received back in the office. It was then discussed that all of Middeke's property will be low-back curb with thicker sidewalk/curbing. A motion to accept the low bid of \$83,896.00 by Billhartz Construction was made by Gary Litteken, second by Chuck Schrage. Motion carried by roll call vote as follows:

L. Harper – aye

R. Peek – aye

A. Billhartz – abstain

C. Schrage – aye

M. Kampwerth – aye

G. Litteken – aye.

It was stated that this project will begin in approximately 10-14 days. Wilke Truck Service can provide fill dirt at a decent price.

-Insurance Bid Packet – Mike enclosed some information for the Board to review and get back with him on. Mike also stated the Loss Run has been received from IMLRMA.

-Property Maintenance – Mike will work on a list of buildings inside the Village limits that require serious attention. Mike stated that Shawn Smith's house at 179 W Oak does need to be maintained. Jenny will contact someone to clean this up this week.

-Road Surface ordinance – This is tabled. It was also discussed to get new copies of the Ordinance Book and Zoning Book to Pat and Stan once all editing is completed.

-4th Street /ball diamond Parking – Derek stated people are parking on both sides of the street around the corner at W. 4th Street and Eagle Drive, thus creating a dangerous intersection. Mark is to review this and get information together for a possible ordinance for next meeting. It was discussed to look into the street lighting along this area also. West Fourth Street past the school is very dark. Need to check into a cost on adding a street light here.

-Aviston Lumber was also brought up during discussion. It was asked what Pat has done with this project. Pat stated that he has taken grades for this area. Pat also stated that some inlets need to be put back in and others need to be unclogged. Pat will get with

Gary to determine when they can clean out this area and further look into the culverts underneath the street.

5. ADMINISTRATOR'S REPORT:

Mike Buscher reviewed his Administrator's Report with the Board. He also reviewed a copy of the insurance packet that all Board members need to review.

6. ZONING ADMINISTRATOR'S REPORT:

Gary Rakers stated that 4 miscellaneous permits were issued for the month. Gary also stated that Dale Buscher has been attending the Zoning Board meetings for the past 2 months and is questioning whether or not he has been appointed to fill Paul Litteken's vacancy. Derek appointed Dale Buscher to fill the vacancy on the Zoning Board.

7. DIRECTOR OF PUBLIC WORKS REPORT:

Gary stated that the Utilities Committee met with a Vandevanter Engineering representative before the meeting regarding the lift stations. Mike Kampwerth updated the Board a little on the information that was provided along with an approximate price. The Committee will again meet to further review the information and get a spec sheet together for bids. This will need to be published in a newspaper once all information is complete.

Gary asked about the road millings for the sewer plant. He would like to use this for the road surface up to the sewer plant and in the "dump" areas. The bid to do this was \$800. The Board agreed to get this done.

Gary stated that the Second Street sidewalk project is complete. A deviation from the original bid is due to adding rebar to the project and for patching the sidewalk. Total cost of this project is \$7,000.

Randy asked Gary to get a count of how many meters need to be replaced for next meeting.

8. POLICE REPORT:

Mark Taylor stated the monthly police report is everyone's packet. Someone stated they heard that Illinois may have a new state law banning hayrides. Mark stated he will check on this and if this will be a law, something will be put in the newsletter.

9. PARK DISTRICT:

Larry stated that the Park District is moving forward with the plans on the lower pavilion. Larry also stated that the District would like to have something presentable for the Citizens for Aviston event on Saturday evening. Larry asked if this project needs to be bid out to which Stan stated that anything over \$20,000 must be bid.

The Park District is still discussing a lease with the Village. This is currently on hold as their still needs to be some discussion with the Parish regarding Kopff Field.

Mike Buscher also informed the Board that per the current lease with the Parish, the Village is responsible for maintaining all playground equipment. Larry will email Mike regarding the next Park District meeting.

10. EMPLOYEE BENEFITS:

Derek stated that he reviewed the employee benefits portion of the Employee Manual concerning Jenny. Randy informed Jenny that the Employee Committee would like to meet to further discuss this issue. The Committee will get in touch with Jenny when this is to be held.

11. NEW BUSINESS:

Mike Kampwerth stated he would like to review the TIF account for future planning, etc. Mike Kampwerth and Mike Buscher will review and also make contact with Kurt Schmitz.

Chuck Schrage addressed the Dog Tag Ordinance. He would like for this to be on the agenda for next month's meeting.

The County Road Committee meeting is set for September 13th. Gary would like to supply them with donuts and such as a thank you for their role in the Russland Road project. It was also stated to send a thank you to Dan Bernes.

Al Billhartz stated the Fire Department Trustees would like the old bulletin board off the Old Village Hall if possible. They will remove and take to the fire house. All Board members stated that would be fine.

Derek stated that the Kyle McCarter Golf Tourney is this Thursday and asked if anyone can attend. Someone will get a team together and Jenny will write the check to cover the entry fee.

Craig Timmermann asked about the current status of the ditch in front of his building. Derek stated that the State said they will come out and clean out the ditch, on their schedule.

A motion to adjourn was made by Larry Harper, second by Randy Peek. Motion carried 6-0. Time was 8:59 p.m.

Jennifer Jansen, Village Clerk