

Village of Washburn

Mayor
Werner Elliott

April 9th 2018
Monthly Board Minutes

Board of Trustees
Kevin Burdette
Jessica Damerell
Edward Grebner
Ginger Humphrey
Steve Prather
Jessica Youngman

Village Clerk
Becky Ulrich

Village Treasurer
Cheri Clark

Water/Sewer/Street Department
Matt Strauch

Chief of Police
Jeff Moline

Mayor called the meeting to order. Roll call was taken; all here. The Pledge of Allegiance was recited.

The special meeting minutes from March were reviewed. Jess made a motion to approve the minutes, Ed seconded it. All ayes, motion carried.

Jessica needs to review the bills. While she is reviewing, Becky mentioned Ryan from Tokyo Marine Insurance called her and wants to schedule a building inspection visit. She gave the info to Steve. He will check with Alpha Insurance and call Ryan back.

Jess mentioned Nona was asking if we would give permission to Pico De Gallo food truck to come to town? It is on the agenda later on but she just wanted to brief everyone on it first.

The bills were reviewed. Ginger made a motion to approve the bills, Ed seconded it. All ayes, motion carried.

STREETS: Jess said we are holding off on the sidewalk across the street until they get water problem under control. Steve said Rural Water came out and they couldn't find anything major that would cause water pooling. Harold would like to put a pipe in along the footing of the sidewalk and tie it into the sewer drain. Steve talked to Matt about it and he doesn't think it would be very much or a bid deal to do it; should cost less than \$100. Harold feels this should be the village's responsibility. Ed and Jess see no problem, it's a very minor deal. Matt probably even has the pipe already.

Ed said Matt's going to have Billy pour the sidewalks as soon as possible.

The manhole cover for Parkside Dr has come in but Matt is waiting until it firms up a bit and warms up, then maybe they can pour the concrete across the street and for this manhole at the same time.

WATER: Jess said she met with a man with Tri County Planning. It's over a year wait to get all the GPS points and data from them. She asked if we gathered all the info (Jess and Matt would be the ones collecting this) and provided it to them, could they create the end product. Yes they can/will. This would be a great map to have for valves, water lines, sewer lines, hydrant mapping etc for the village to have. What we have doesn't include everything and is very outdated. They estimated that it would be fairly inexpensive if we provide all the points/info. Jess made a motion to enter into a contract with Tri County Planning for mapping of water & sewer lines, not to exceed \$1500, Ed seconded it. All ayes, motion carried.

POLICE: Ginger said no transfer was needed this month.

Jeff gave his monthly police report. He also talked about the Snapchat incident that tried becoming a school issue when it wasn't a school issue. There was some vandalism in the apartment above the old Victor's restaurant.

FINANCE, INSURANCE & TIF: Nothing.

ECONOMIC DEVELOPMENT: Jessica said she needs to get a picture of Kevin for the website. She is ready to go live with the website.

Kevin said he hasn't contacted Dollar General yet, but plans to do that next week. There was a small discussion about it.

LIBRARY: Nothing.

PARKS: Jess would like to purchase some wheeled trash cans with lids. Thinks this will help keep the trash emptied and contained from blowing out everywhere. Matt is looking into some for her also.

OTHER: Steve Guy is asking for a variance for his garage. He already has two adjacent neighbor approvals. The variance is to approve a 21 foot tall building and the ordinance states it can be no taller than 15 feet. The fee is \$95. Jess made a motion to approve Steve Guy's variance for a 21 foot building instead of a 15 foot building, Steve seconded it. All ayes, motion carried.

Tom Hyde is asking for a Special Use Permit to have a machine shop for commercial use in his garage. It is currently zoned Agricultural. He's had three of his neighbor's sign off on this already. Keep in mind a special use permit is only good for as long as he owns the property. He knows the license can be revoked if we start having complaints. He is also aware that he can not have a sign advertising this at the road. Jess made a motion to grant a Special Use Permit to Tom Hyde for his machine shop, Ginger seconded it. All ayes, motion carried.

Danny talked about the Public Safety Employee Benefits Act. He has Ordinance 18-2 ready to pass. Jess made a motion to approve Ordinance 18-2 Establishing an Administrative Procedure for Assessing and Determining Claims Under Public Safety Employee Benefits Act, Ed seconded it. A roll call vote was taken: Jessica – yes, Jess – yes, Ed – yes, Steve – yes, Ginger – yes, Kevin – yes.

OLD BUSINESS: Nothing.

NEW BUSINESS: Werner has the Emergency Operation Plan to vote on. Ginger said some verbiage needs to be removed referring to Germantown Hills, which is where we are drafting ours from. Werner said he must have accidentally sent the board members their copy before he saved all those edits, as he and Danny's copy show everything has been updated/removed. Jess said she doesn't have a problem approving the draft knowing these small edits need to be made. Jess makes a motion to approve the draft and start circulating to needed agencies, Steve seconded it. All ayes, motion carried.

Jess suggested we table pay increases until next month when all have had a chance to do their reviews. The Police committee has a meeting on Wednesday at 6:00 p.m.

Werner brought up Nixle Service. It's a free service and it does not give out information. We can have two administrators. People within the community can sign up with the service as a member of the town and then we can set up a group/mass message to send out to everyone subscribed. We can send notifications out to people regarding things like road closures, boils orders, etc. These notifications would be sent by text or sms message. It's just another way to try and reach more people regarding these types of things. Jess made a motion to take the free subscription to Nixle, Jessica seconded it. All ayes, motion carried.

There was a small discussion regarding the Pico De Gallo food truck. Jess made a motion to allow Pico De Gallo to park in town, Ed seconded it. All ayes, motion carried.

Jess made a motion to adjourn, Kevin seconded it. All ayes, motion carried.

Washburn Village Clerk

Date