

# Village of Washburn

**Mayor**

Steve Forney

**Village Clerk**

Becky Ulrich

**Village Treasurer**

Cheri Clark

**Water/Sewer/Street Department**

Matt Strauch

May 13<sup>th</sup> 2019  
Monthly Board Minutes

**Board of Trustees**

Jessica Damerell  
Scott Forney  
Alvin Grebner  
Ginger Humphrey  
Randy Knoblauch  
Jessica Youngman

**Chief of Police**

John Scroggs

Steve called the meeting to order.

Steve would like to give personal thanks to the old board members. He really appreciates everything they've done. He would especially like to thank Ed for stepping up into the mayor roll and taking on more than he anticipated.

Steve swore in Randy Knoblauch as trustee.

Steve swore in Alvin Grebner as trustee.

Steve swore in Scott Forney as trustee.

Roll call was taken, all here.

Steve assigned the committee members and provided everyone with a committee list.

Steve recommended to re-hire Danny Schroeder as the Village Attorney. Ginger made the motion to re-hire Danny, Alvin seconded. All ayes, motion carried.

Steve recommended to re-hire Cheri as Treasurer. Jess made the motion to re-hire Cheri, Jessica seconded it. All ayes, motion carried.

Steve asked if Cheri is happy with our auditor? Yes, they're great. Steve recommended retaining Steve Grimm & Associates as our auditor. Alvin made the motion to retain Steve Grimm & Associates, Scott seconded.

Randy made a motion to retain Matt Strauch as the Water, Street & Sewer Commissioner, Jessica seconded it. All ayes, motion carried.

Jess made a motion to retain John Scroggs as Police Chief, Randy seconded it. All ayes, motion carried.

Alvin made a motion to retain Curt Downing, Ginger seconded it. All ayes, motion carried.

Steve doesn't have a recommendation for a new zoning officer at this time. Matt can give permits in the meantime.

Jess made a motion to remove Ed Grebner as a bank signer, add Steve Forney as a bank signer and retain both Becky Ulrich and Jessica Damerell as bank signers, Scott seconded the motion. All ayes, motion carried.

**STREETS:** Jess said we received three bids for spray patching. Matt provided the quantities needed etc. The bids we received are as follows:

Quality Spot Repair - \$6842

Pavement Maintenance Service - \$5000

Ace in the Hole - \$4900

Scott asked if we do this every year? Yes, we typically spray patch yearly. Jess gave a brief description of the spray patching process, etc.

Jess made a motion to accept the low bid from Ace in the Hole of \$4900, Scott seconded it. All ayes, motion carried.

Jess has a resolution for the Rt 89 road closure. We are closing Rt 89 from Tuesday, September 17<sup>th</sup> at 5:00 p.m. and reopening it on Sunday, September 22<sup>nd</sup> at noon. Jess made a motion to approve Resolution R-19-2, Ginger seconded it. All ayes, motion carried.

Webb's Roadhouse has requested permission to shut down Francis St at the Industrial Park on July 20<sup>th</sup> from 9:00 a.m. – 6:00 p.m. for a bike event they are hosting. Jess made a motion to approve this request, Randy seconded it. All ayes, motion carried.

Jess wanted to pat Matt and Cheri on the back a bit. In the years past, we've had to pay roughly \$5000 to our Engineer to fill out all the paper work to get to spend the MFT money. Matt and Cheri did it themselves this year and we've been approved for \$24,500 MFT. Good Job!

There was a brief explanation of what MFT is and how we can use it.

There was a discussion regarding adding a sidewalk on Parkside Drive from the corner at Park St to the drive way access at the Legion where there is not sidewalk now. The materials would cost approx \$2700 from Roanoke Concrete. Matt and Jared could pour it.

Billy is coming on Monday to fix the spot in front of Sicily's that we approved last month and paid for out of last years budget.

**WATER:** None.

**POLICE:** Ginger said we got a bid from someone to fix the roof on the Police Dept from Slagel Installation. The bid includes replacing the roof with spray foam at 1.5" for \$6600. This bid also include some roof sheeting and a fascia board with commercial gutter and one down spout. It also include a 10-year warranty for the spray foam. We have budgeted for this. Ginger made a motion to approve the 1.5" spray foam for \$6600, Jess seconded it. All ayes, motion carried.

**FINANCE, INSURANCE & TIF:** None.

**ECONOMIC DEVELOPMENT:** None.

**ZONING:** Bette talked about what she would like to have approved and the process of the paperwork. There was a discussion regarding abandoned cars and the ordinance violation process. Danny recommends that the police committee review the letters. Steve asked Ginger to take action on this and review the letters and come back at the next month's meeting with a recommendation.

Randy said the zoning officer gets paid for permits that are written. Randy thought if we paid the zoning board members maybe that would entice some people to get on the board. Ed did some research for surrounding towns and most small towns around us seem to pay their zoning board members. There was a discussion regarding the zoning board going forward. We are going to table this to let the board have a change to think about it and do a little research before making a decision.

**LIBRARY:** None.

**PARKS:** None.

**OTHER:** Ed mentioned we had a couple complaints at the town clean up day. We need to revise our list for the fall date to reflect a better list of what's allowed or not.

Becky told the new board members they would need to fill out sign-in sheets for committee meetings etc. There was a small discussion regarding the committees.

**ATTORNEY:** None.

**OLD BUSINESS:** None.

**NEW BUSINESS:** None.

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

---

Washburn Village Clerk

---

Date