

## Village of Washburn

**Mayor**  
David Humphrey

March 14, 2011  
Monthly Board Minutes

**Board of Trustees**  
James Gebel  
Larry Roop  
Linda Silver  
Bill Strauch  
Nate Swanson  
Larry Tomlinson

**Village Clerk**  
Becky Ulrich

**Village Treasurer**  
Cheri Delap

**Water/Sewer/Street Department**  
Mark Frerichs

**Chief of Police**  
Craig Rutledge

Mayor David Humphrey called the meeting to order. Roll call was taken: all members were present. The Pledge of Allegiance was recited.

The February meeting minutes were reviewed, no corrections were needed. Larry Roop made the motion to approve the minutes, Jim Gebel seconded it. All ayes, motion carried.

The bills were reviewed. Larry Roop made a motion to pay the bills, Linda Silver seconded. All ayes, motion carried.

Mayor Humphrey opened the meeting to the audience.

Mike Silver wanted to address the board regarding zoning. Mike has received a letter from someone in town who has an issue with misuse of property i.e. tires, junk cars, etc. Mike sent a letter to the Chief of Police, Chief told him to go ahead and issue warnings/citations. He has done so and some property owners are responding, some are not.

Simon was here to talk to the board regarding a couple of issues. Simon provided the board with some materials. The first being the Municipal Maintenance Expenditure Statement (MES), which is to close out the 2010 MFT fund (this form needs to be closed out before the 2011 MFT can start). Simon then took the board over a map of what is to be done this year/what they recommend to be done. Simon said they are coming to us early to try and get approval earlier to go out for bids earlier and try and get more bidders, which would mean better bids possibly. Simon said they plan to do a walk through with Mark before any work would be done. The estimate of the 2011 MFT Program is \$46,657.38 – Seal coating: \$38,969.80; Spray patching: \$3,500; Engineering: \$4,187.58.

Linda had a question regarding Walnut Street, that not all the gravel adhered to the oil and she wonders if this will be the same type of thing for 2011. Simon says there are different types of oil. Last year the workers overused the rock and that's why we were a bit short on Magnolia Street and there was a small amount taken off the bill for this at the end.

In the 5-year program they did for us they didn't include any spray patching, which is fine, it's just now that the 5-year plan will be delayed a little bit because we spent some of the money elsewhere.

Jim Gebel made a motion to close the MFT 2010 Resolution 10-4, Larry Roop seconded; all ayes, motion carried.

Larry Roop made a motion to accept the 2011 MFT plan and approve Expenditure Resolution 11-01, Jim Gebel seconded it; all ayes, motion carried.

**STREETS:** Larry Roop said there was no committee meeting. Larry said that he and Mayor met the Salvation Army because they had contacted us to see if they could help do some clean up around town. They met on Tuesday and the Salvation Army plans to bring in 200 15-23 year olds with supervisors on April 16<sup>th</sup> from 1:00-3:00 p.m. We need to come up with some jobs for them to do. We will supply them with garbage bags. We are also going to ask Mark and/or Clint to trade some hours to come in on that Saturday to pick up the bags.

Some ideas for the Salvation Army to do: both parks could be cleaned up (Mr. Sasso has approved them coming into Grant Park); walk the streets to pick up garbage, scoop the excess gravel. If anyone has any additional ideas they should let Larry know.

Larry also mentioned that there has been some miscommunication regarding the newly hung parking signs. People don't think that all areas apply because there isn't a sign on each light pole. The Chief has issued a couple of

warnings regarding this issue and hasn't had any problems since.

Next Larry mentioned that the roof above the Police Department is leaking. Larry is going to ask both Lee Grebner and Vince Winkler to check it out and get a quote from both of them. Jim Gebel said the building property maintenance fund has \$10,000 in it.

Larry also said that he's had a number of people call and complain about the excess gravel in their yards from the snow plowing.

Next Larry opened the bids for the snowplow. We received 6 bids. The high bidder is Wayne Craig at \$556.00. Remaining bids are as follows: John Renken: \$425; Steve Wilson: \$350; Grebner Construction: \$350; Paul Malcom: \$315; and Kull Landscape: \$105.55. If the winning bidder, Wayne Craig, cannot come up with the money the second bidder will have a chance to purchase the plow with their bid. Larry Roop made a motion to sell the used snowplow blade to Wayne Craig for \$556.00, Jim Gebel seconded; all ayes, motion carried.

**WATER/SEWER:** Larry Tomlinson said they had a short meeting. Mark still hasn't gotten the pump at the lagoon back in the track yet. Jim said they have set up a date to come out this week.

Larry mentioned that the Methodist Church house is selling so Mark is going to make a separate water hook up/meters because currently they are on the same meter. Larry also mentioned there is some talk about the height/drop off of the alley.

**POLICE:** Nate Swanson mentioned that he'd received notice that we have some concerned citizens because we don't have an operating tornado siren. Chief has gone out and looked at some to get bids but doesn't have anything solid yet. New sirens typically cost between \$20,000 and \$25,000. Also we need a plan on who's going to activate it. Currently the one we have you just flip a switch to turn it on. The board is asking to get it checked out to make sure the current one just doesn't have blown fuse or something that's easily fixable.

**INSURANCE & TIF:** Jim had nothing to report.

**ECONOMIC DEVELOPMENT:** Linda Silver talked to Mr. Hodel regarding the culvert and they are going to deliver and install it for the \$800 quoted.

Linda also spoke with Steve Whitlow, the archivalist, she is meeting with him on March 16<sup>th</sup> at 10:30. Linda mentioned that someone on the board would need to be here to destroy the stuff as he sees fit/requests.

Next Linda mentioned that she got a quote from David at Martin Signs for the sign at the Industrial Park. For a maroon and white, 4'x4' 1-sided sign it would be \$250. She is waiting to hear back from him on another quote for installation of the new sign and disposal of the old one.

**LIBRARY:** Larry had nothing new to report. However he did mention that he spoke with Mr. Stuart, Dr. Burdon's estate executor, and asked him to provide his letters of testamentary just to make sure we are actually talking with the correct person.

**PARK:** Bill Strauch opened the bids for the mowing of Half Moon Park. This bids are as follows: Gary Malec: \$4,575; Howard Bags: \$4,400; Wyatt Osterman: \$4,400; J&B Lawn Mowing Service (J&B): \$2,800; Jay Feazel: \$4,945; J&J Kull: \$4,650. It was mentioned there was some concern that maybe J&B didn't have all the specs for the job because his bid was significantly lower than all of the other bidders. J&B said he was under the impression that it was to be mowed once a week regardless. J&J Kull wanted to mention that last year they weeded and sprayed the waterway and trimmed some trees, which had not been done for the past several years. They also mentioned that last year sometime the softball coach would call them and ask them to mow extra and they would. We need to provide better guidelines for the bidders.

The board then gave J&B an opportunity to withdraw his bid since he didn't have all the information regarding the mowing job. J&B then rescinded his bid.

It was then mentioned that J&J Kull has gone above and beyond what was asked of them last year, and that they have done a much better job than what's been done in the past. Larry Tomlinson then made a motion to give the mowing job to J&J Kull, Nate Swanson seconded it; all ayes, motion carried.

Mayor said in the future we need to make sure to provide better specifications and guidelines.

J&J Kulls need to provide Proof of Insurance; they can turn it into Cheri.

**UPDATES FROM DANNY:** Danny didn't have anything updates for the board.

**OTHER BUSINESS:** Mayor asked Cheri when the budget would be ready. Cheri said it will be ready to go by next month. She wants to get together with Jim Gebel since he's ahead of Finance. She plans to have a rough draft mailed out to everyone to look at and discuss at the next committee meetings. If there are any changes leave them on her desk and she will have the final draft ready by the next board meeting.

Larry Roop wanted to mention that Danny did send him the caucus information/material and we now have it on file for future reference.

Larry Roop made the motion to adjourn the meeting at 8:05 p.m., Larry Tomlinson seconded it. All ayes, motion carried.

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Washburn Village Clerk

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Date