

Village of Washburn

Mayor
David Humphrey

May 9, 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 April meeting minutes were reviewed, no corrections were needed. Jim Gebel made the motion to approve the minutes, Linda Silver seconded it. All ayes, motion carried.

The April 18th Special Budget meeting minutes were reviewed, the only correction was to correct the date from April 11 to April 18th. Linda Silver made the motion to approve the minutes, Bill Strauch seconded. 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. No one from the audience wished to address the board.

STREETS: Larry Roop had received communication from the Festival Committee to ask us to file for road closure of RT 89. Larry mentioned that some of the businesses have asked if we can close the road on Wednesday instead of Tuesday at noon as usual. Larry's been in contact with Charlie Kennell and we are waiting to hear back from him to see if that is ok. Mayor said that we use our own services to close the road so we should be able to close it whenever we see fit. Larry Roop then made a motion that we approve Resolution R11-02 requesting temporary closure of RT 89 on or after noon on Tuesday, August 16th and to be opened by noon Sunday, August 21st, Bill Strauch seconded it. All ayes, motion carried. Larry said he will take care of this.

On the 19th of April Simon was in town to open bids for the MFT road maintenance that is needed. There was only one bidder. Road Oil of Granville provided a bid of \$36,335.68. This figure is approximately 6.8% below what the engineer thought the price would be. Larry Roop made a motion to accept the Road Oil bid of \$36,335.68, Jim Gebel seconded. All ayes, motion carried. Larry also mentioned that after the opening of the bids Simon took a drive around town with Mark to look at the roads. He found a 360 ft x 18 ft section on south of the bridge on Park Street that needs to be fixed. Simon recommends that we go ahead and get this work done before the road deteriorates and further. He estimated it would cost approximately \$1,200 and suggested that we could include it in with the work that Road Oil will be doing. Even with adding the additional estimated \$1,200 we will still be under the engineer quote. Larry Roop made a motion to go ahead with fixing the section on Park Street, Nate Swanson seconded it. All ayes, motion carried.

Mayor gave Larry some information on the bridges he had received from the County. Larry had Simon take a look at the information since he was already in town. Simon thinks the town employees can do the work on the Park Street Bridge. He thought we should do it if/when we do some sidewalks this summer because it won't take a full load of concrete. Simon recommended holding off on the seal coating of the Church Street Bridge. He doesn't feel that it's necessary this year.

Mayor also mentioned that the County also sent us a letter requesting us to enter into an agreement to let them inspect our bridges. Danny is taking a look at the letter. Larry Roop made a motion to sign the agreement as long as Danny doesn't have any concerns, Bill Strauch seconded. All ayes, motion carried.

WATER/SEWER: Larry Tomlinson didn't make the committee meeting. Bill Strauch said they talked about some erosion at the lagoon. We are looking into getting that fixed.

POLICE: Nothing to report.

INSURANCE & TIF: Nothing to report.

ECONOMIC DEVELOPMENT: Linda Silver said that Larry Roop is working on getting the business owners pictures taken, if they want, to post on the website.

Linda said that the sign at Snyder Village has been removed and a new sign has been put up.

Next she mentioned that the post for the gate at the Industrial Park has been installed. They will be coming back to install the gate on May 16th and 17th.

Linda said that the archivist has come back with a list of disposal dates, so someone will need to up-keep this list. The first disposal date is May 16th.

Finally Linda mentioned that she had thought of some long range plans for the village. Some ideas are: accessible road at the industrial park to the village lot; pavilions at Half Moon Park by the horseshoe pit; possibly build a new police station, maybe on the old strong oil property.

LIBRARY: Larry had nothing new to report.

PARK: Bill had nothing to report.

UPDATES FROM DANNY: Danny just mentioned that he didn't see anything wrong with the Woodford County agreement. But he did want to note that there is a \$75 fee per inspection, which he thought was very reasonable.

OTHER BUSINESS: Next Mayor Humphrey mentioned something about someone wanting to start an Internet business in town. Mayor had asked Danny to check into the Ordinance regarding it. Danny looked it over and said that the ordinance states that there are specific types of interest businesses you can have. Maybe we need to think about looking into including this into the ordinance under special use. It seems that the village has been pretty relaxed on home-based businesses. Danny said he spoke with the City of Peoria inspections people. They don't have a problem with online computer operating as long as there is not merchandise for sale to the public at the house.

The property owner we are speaking of is Stacy Morse on the corner of Walnut & Main. If this business is truly only an Internet business, there shouldn't be a problem but if there is merchandise to be sold to the public in home, then we will not allow it.

Chief Rutledge has received a form from the business owner that is just for our files. ATF will take care of the rest.

Danny also mentioned that in order to get the owner to pay the 1% sales tax, Peoria makes them get a permit from the city/village. That way the City is aware of the business and can get the tax from them.

Larry Roop then made a motion to adjourn the meeting at 7:34 p.m., Nate Swanson seconded it. All ayes, motion carried.

Mayor Humphrey wanted to say Thank You to Linda, Jim and Larry Tomlinson for their services to the community.

Mayor also mentioned that the old board members needed to turn in their keys to Cheri and any other material they still have from the Village.

New board members took their seats. Larry Roop asked that all board members dress up a little to take a photo at the June meeting to post on our web page. The new board members took their Oath of Office. New members include: Edward (Ed) Grebner, Randy Ragains and Robert (Rob) Stanfield. Next the Clerk, Rebecca (Becky) Ulrich, was sworn in.

Mayor said that we needed to hire the Village employees.

For the Water Clerk & Treasurer, Mayor nominated Cheri Delap with a 3% pay increase. Larry Roop has some concern that a 3% was a little low compared to the CPI. Cheri hasn't received a pay raise for three years. CPI is a 7.1% increase. Larry recommended that going forward all employees receive the same percentage increase. Mayor also suggested it would be a good idea to see what other area treasurer/water clerks make. Larry said that a 7% increase would be approx. \$1,630/year. After some discussion, Larry made a motion to hire Cheri and give her a 7% pay increase, Randy Ragains seconded. All ayes, motion carried.

For the Village Attorney, Mayor recommended Danny Schroeder and his Firm. Danny wanted to disclose that he does do work for Mayor Humphrey's company and also for Ed Grebner's family. Randy asked if we could get other bids from other firms. Mayor said we could but it is very hard to compare apples to apples in these types of bids. However, it is something that we should look into for the future. Everyone agreed to hire Danny.

For the Chief of Police, Mayor nominated Craig Rutledge. It was mentioned that Craig also has not received a pay increase in sometime and was recommended that Craig should receive a 7% pay increase as well. A 7% increase would be approximately \$2,681/year. Larry made a motion to hire Craig as Chief of Police with a 7% pay increase, Randy seconded it. All ayes, motion carried.

For the Street & Water Commissioner, Mayor nominated Mark Frerichs. He also mentioned that we have a weird contract with Mark and thinks we should look at getting that ended. There was some discussion about how much of a pay increase Mark should receive, because he's been receiving increases, and bonuses, every year when the others have not. Jim Gebel was also able to provide the board with a comparison of other area towns rates for their street and/or water commissioner. After some discussion it was suggested that Mark receive a 3% pay increase. All board members voted to rehire Mark as the Street & Water Commissioner with a 3% pay increase.

For the Zoning Officer, Mayor mentioned that Ryan Damerell agreed to do it. Randy is questioning why don't we want to keep Mike Silver? Randy thinks we should keep Mike Silver as the Officer and put Ryan on the Zoning Board to let him gain some experience before offering him the Officer position. What does the Board think? Larry Roop doesn't mind changing officer but wonders why choose someone with no experience. Mayor thinks it would be good for the town to get the younger people involved. It was then suggested that the people that were interested in taking on the Zoning Officer position be put on the Zoning Board. After some discussion Mayor Humphrey appointed Mike Silver to the Zoning Officer position, if he's willing to do so (he was not present at the meeting). Mayor said he will ask Larry Tomlinson, Ryan Damerell and Lee Grebner to become members of the Zoning Board.

NEW BUSINESS: Mayor opened the floor for any public comment. Hilary Aggett with the Woodford County Health Department was there to speak about Citizens Against Substance Abuse (CASA) Coalition. She provided some info on an ordinance against teen drinking. She wanted to know if she could get on next months agenda to come back and speak more about this program. She also mentioned that she would be bringing some students with her to speak on the subject was well.

PJ Damerell was here to talk about Summer Rec. and what they are doing. He mentioned they are redoing the largest diamond and plan to redo the sod and do some reshaping. He also has a safety concern...recently a young child got a concussion from being struck by a foul ball while playing on the playground equipment. He's talking about extended the fence up higher or putting up some type of safety net to help try and prevent something like this from happening again. PJ also mentioned that this summer they will be hosting two tournaments...this will bring 500-600 people per weekend, two weekends in a row, into our community. One of the items PJ was wondering if we could address is the port-a-potty situation. We will be bringing all of these people in and there are only two, non-handicapped accessible port-a-potties available at the ball diamond. The village already pays for the port-a-potties at a cost of \$1,190/year, what about putting up a permanent bathroom facility? Other ideas the program has includes possibly putting lights on the second diamond, and building some type of permanent building/structure for bathrooms, equipment, storage etc. Jim Gebel recommends giving Summer Rec a donation. We will put it on the agenda for next months meeting.

Next Mayor provided the board with a copy of the new committee members. It was also mentioned that we can change the time of the committee meetings if necessary to help fit the new board members schedule if need be. Also if a committee isn't going to hold a meeting it needs to be posted that the meeting has been canceled 48 hours ahead of the scheduled start time.

Randy Ragains volunteered to work with the Archivist on the disposal of materials.

Mayor also gave Randy some information to help him look into some new insurance companies/rates for our employees.

It was also mentioned that Committee Meetings will now start at 6:00 p.m. instead of 5:30.

Cheri needs to remove Linda Silver as an extra signer for paychecks with the bank. That being said, someone new will need to be added as an emergency signer. We will put this on the agenda for next month.

Larry Roop made a motion to adjourn the meeting at 9:18 p.m., Ed Grebner seconded. All ayes, motion carried.

Washburn Village Clerk

Date