

# Village of Washburn

**Mayor**

Rob Stanfield

**Village Clerk**

Becky Ulrich

**Village Treasurer**

Cheri Delap

**Water/Sewer/Street Department**

Matt Strauch

September 9, 2013  
Monthly Board Minutes

**Board of Trustees**

Edward Grebner  
Kristy Humphrey  
Randy Ragains  
Larry Tomlinson  
Pat Winkler  
Jessica Youngman

**Chief of Police**

Jeff Moline

Mayor called the meeting to order. Roll call was taken, all other board members were present. The Pledge of Allegiance was recited.

The August meeting minutes were reviewed. Ed made a motion to approve the minutes, Larry seconded it.

The bills were reviewed. Larry had a statement about a bill. He said he told Mike's Tree Service not to grind the stump that he removed on Garfield Street. He told him about 2 months ago that we are no longer grinding stumps for the rest of the year. However, he ground the stump anyway and is now billing us for it. He doesn't think we should pay this bill. Larry made a motion to pull this bill and not pay, Pat seconded it. All ayes. Ed made a motion to pay the bills, Jess seconded it. All ayes, motion carried.

Mayor asked if anyone from the audience had anything for the board. Jim Cummings was here to talk about grants and other funding available to us. He said the priority is to try and find a water/sewer grant(s). There is a couple that are currently available. A community development shared grant or rural development grant. Both are federal monies, so he is unsure if they will be available next year or not. It's all up to congress. If these grants stay the deadline would be February.

Jim said we did an income survey in 2010 and that is still good for next year and possibly the year after so we are good on that. He has spoke with Judd regarding this already also.

Rural Development has been good for us in the past but we don't currently qualify based upon medium household income requirements. The requirement needs to be under \$46,xxx and we fall around \$51,xxx based on the 2010 survey.

Ed asked if we went after a loan how long would it take to get it? Jim said several months through the EPA. He did mention the interest rate is roughly about 2% with the EPA.

Jim said since we've already had a project EPA approved, it should be fairly simple to get a loan.

If we are looking at getting something quick we will have to go with a loan. The grant deadline is not until next year.

It was also mentioned that we couldn't get a grant to pay back a loan that we've already taken out.

Danny had a couple of questions for Jim. He inquired with Rural Development regarding the current loans we have that are a high interest rate. He wants to know if we can re-write them at a lower interest rate. Jim said he doesn't think that's been their practice in the past. Danny then asked if Rural Development would not re-write one, does Jim know of anyone else that we could refinance our bond with? He doesn't know. Jim said a private bonding company would probably do it. Jim said he could look into it. If we could do this it would save us a significant amount of money. Our current rate is around 6.75% we think and the current rate is between 2-3%.

Willa Warnkes-Sipp was also in the audience and wanted to say thanks again for letting Ace-in-the-Hole do the spray patching. She handed out a couple papers to compare some info. She said one patch over by the grade school on State Street was not rolled. She wanted to leave one area for us to look at and be able to compare.

A bill was submitted for \$7,223. Matt has some other areas marked that could be done. We have some money still budgeted for this. It's about 1 day worth of work.

Ed said he feels the white rock is better. Ed also said for the remaining areas stick with the white rock but lets not roll. We then should keep track of the areas rolled vs. not rolled and we can compare next year. Willa said she would drop

the price down to \$5.50 since we are not rolling.

**STREETS:** Larry said \$19,021.86 to Steffen's 3D needs to be approved for seal-coating. We are under budget with this amount. Ed made a motion to pay Steffen's 3D Construction, Larry seconded it. All ayes, motion carried.

He also mentioned Jamie has a pile of excess rock he swept up from spray patching, so we have 10+ tons of white rock we can use.

Larry said he got two bids to have a tree taken down on 108 E Magnolia. L&L bid \$850, Mike's bid \$600. Larry made a motion to accept Mike's bid, Jess seconded it. All ayes, motion carried.

Matt said he was up with Grebner's while they were doing the side walks today and said that the tree on Walnut is completely hollow inside and probably needs to come down. Larry said he will get bids for next months meeting. Matt also mentioned that he could help remove the tree once it's been cut down so we should get a bid with and without removal.

**WATER/SEWER:** Ed said he talked with Judd today. Nothing has really moved forward with the project thus far.

Jess said she would sit down with Cheri and see where the budget with this project is. We may be able to pull the money off ourselves instead of trying to pursue getting a loan/grant.

Ed said the flow meter cost around \$3,200 installed. The length of the wire raises the cost. Then the issue of running 110V out there arises. So now we are thinking about putting a solar panel out there instead. Kurt is looking into getting the prices/info on solar vs. 110V. Ed made a motion to purchase the flow meter for approx. \$3,200, Jess seconded it. All ayes, motion carried.

Cheri said a fund was set aside for a vehicle for the streets/water dept a while back and has roughly \$17,000 in that account. There was then a discussion about using that money to purchase a multi-use compact tractor instead of a vehicle. Matt got some prices for a compact tractor, etc. He gave the board the info that he has and is going to check on a few more things before making a decision.

Ed then made a motion to withdraw all of the money from this Water Department Vehicle account except the minimum balance needed for this CD, Kristy seconded it. All ayes, except Larry. Motion passes.

Matt talked about the risers at the sewer plant. Said it's pretty clogged up. He asked Kurt about adding a chemical and Kurt thinks it's probably too far-gone for that. Ed asked about roto rooting the lines? Matt said he wants to talk to Kurt about it more. Matt and Ed had a brief discussion regarding this.

Cheri wanted to mention that she's had so many compliments since we've brought Matt on board.

Matt is going to start reading water meter reading this coming month. Jason (Clark) is going to walk around with him to help show him where the meters are.

Ed also said that Matt has cleaned up the lagoon area and it looks completely different than when Judd was here last year fighting with Mark to get it cleaned up. Great job Matt!

**POLICE:** Jeff said last month the festival went fairly well. He said there was a couple of houses burglarized recently and he's trying to get a warrant because he has some leads on who it is.

Jeff gave his monthly police report.

Pat made a motion to transfer \$10,000 from corporate to police, Ed seconded it. All ayes, motion carried.

**INSURANCE & TIF:** Jess didn't have anything but she wasn't at committee meetings.

Cheri said she needs some info since we've switched our insurance. It needs to be added to the personnel policy. We have until November 30<sup>th</sup> to complete and send this info in. Cheri will also send the info to Danny and he will put it in the Personnel Policy Manual.

**ECONOMIC DEVELOPMENT:** Nothing.

**LIBRARY:** Nothing.

**PARK:** Pat said she talked with PJ and the last game is tomorrow night. This weekend they are going to clean out the current building. Vince said he'd give them a storage unit to use for the time being.

Pat said Lee Grebner & Sons will do the framing work and Monte is also planning to help. Anyone else who wants to volunteer, is more than welcome to.

She also talked with Dusty Bruell and he said he would do the finishing work on the concrete.

Vince said we could use his forms.

The Summer Rec would like to move the currently building aside and sell it. Ed said the village would buy it for \$1.

Pat also said she talked to someone in the City of Washington. They have manuals to regulate the usage of their parks. She is going to get a copy of their manual. She has calls into PJ and both the A.D.s at the school. She wants to get a gentleman's agreement to clean up after themselves when using the park, etc.

**OTHER BUSINESS:** Danny handed out copies of the update Personnel Policy Manual. Rob said at next committee meeting he wants to go through this. So go through it before then and have changes ready. If any major changes, please contact Rob before the committee meeting. We have been sitting on this a long time, lots of hours have went into this. Rob said he wants to get this approved next month.

**NEW BUSINESS:** Rob said he has looked over the budget for personnel. There is some room in the budget to give some kind of pay increases.

Pat said they discussed the possibility of giving cost of living raises across the board. Pat asked if we had budget for that?

Cheri then talked about how raises were supposed to work.

Larry made a motion to give them a \$300 bonus, Randy seconded it. All nays, motion does not pass.

Pat made a motion to give a 3% raise to Cheri, and all of the police officers, Kristy seconded it. There were 4 ayes, 2 nays; motion passes.

**OLD BUSINESS:** Ed said they talked last month about comp-time for Matt. According to the manual we have to give him comp-time. He's never going to be able to use his comp-time because its supposed to go away after 45 days. Ed thinks we should give him a bonus instead. There was then a discussion regarding this. Jess then said lets table until after 45 has gone by then can discuss if/what type of bonus we feel is appropriate.

Jess made a motion to adjourn at 9:10, Pat seconded it. All ayes, motion carried.

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Washburn Village Clerk

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Date