

Village of Washburn

Mayor

Rob Stanfield

Village Clerk

Becky Ulrich

Village Treasurer

Cheri Clark

Water/Sewer/Street Department

Matt Strauch

October 14, 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 board members were present. The Pledge of Allegiance was recited.

The September meeting minutes were reviewed. Larry made a statement about needing to correct the minutes regarding the stump removal on Garfield Street. Ed made a motion to approve the minutes with corrections made, Jess seconded it. All ayes, motion carried. Pat made a motion to approve the minutes from the September 16th Special Meeting, Jess seconded. All ayes, motion carried.

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

Mayor asked if anyone from the audience had anything for the board. No one had anything.

Rob then wanted to talk about a special recognition. Chief Moline then took the floor and described an incident that recently took place and why we're giving a special recognition for it. Rick then presented a plaque to Cole. Jeff then presented a plaque to Rick for his great service as well. Rob also presented Jeff with a teamwork plaque. Mayor said chief has done a great job walking into a headache and has turned this into a great Police Department with a great group of officers!

STREETS: Matt needs to order some parts for the backhoe. It's approx \$1,500. Larry made a motion to approve the spending of the \$1,500 for the backhoe, Ed seconded it. All ayes, motion carried.

Larry said he got bids for the removal of the tree on the corner of Walnut/Lincoln. He asked L&L for a bid twice and they declined to give one this time. Mike's tree services actually gave us three different bids: \$900 to cut the tree down with no removal, \$1,300 to cut the tree down and remove the brush, and \$1,650 to cut the tree and remove everything. There was a discussion on what we should do. Larry made a motion to accept the \$1,650 bid and have the tree cut down and completely removed, Ed seconded it. All ayes, motion carried.

Larry brought up sidewalks. He said we have about \$900 left in the budget. There are some sidewalks that have missing pieces of concrete and its just rock. He would like to try and get those done yet. Larry will talk with Lee Grebner to get them taken care of.

Next the board talked about a part-time helper. Lee Young's name was brought up as a possible part-time applicant. It was mentioned that the work would be on an as needed basis with a maximum of 24 hours per week at the rate of \$11.50/hour.

Jess made a motion to hire Lee Young with the understanding to work no more than 24 hours/week, unless Matt needs extra help and gets the approval of committee chairperson, at the rate of \$11.50/hour, Larry seconded it. All ayes, motion carried.

WATER/SEWER: Judd said he has some issues within his office so he's has a bit of a hold-up there but he did come over last week and looked at the tank. He said the tank seems to be structurally stable. Judd is comfortable with the tank at this point to move forward. He does have a few things to possibly add such as concrete, etc. There was a discussion regard the well. Ed said he's comfortable with the well. Ed thinks well #1 needs to be pulled and cleaned and brought up-to-date. Judd talked about having to remove part of the building/roof to be able to access the back well. We need to talk about figuring out a solution to this.

Larry asked Matt how the bacteria sample on well #2 is going? Matt said it's getting real close. It started out at 200 parts per million and now is between 5-20 parts per million.

Judd also said a report showed there was a lot of rust building up in the tank. He doesn't know if it was cleaned/recoated back in 2010 or not. He said it probably needs to be recoated.

Matt said he found a valve over on State Street that was shut off. He turned it on and it immediately filled up with water. He needs to dig it up and see if it's a bad valve or packing. He's looking into it.

Ed said they talked about purchasing a compact tractor. He said leasing is not a good option for us. Matt gave some information on the tractor options he looked into. Jess then made a motion to purchase the used tractor and backhoe attachment for \$11,825 out of the Water Vehicle CD, Pat seconded it. All ayes, motion carried.

Ed made a motion that anything that is left from the \$17,000 CD goes back into the same type of account, Larry seconded it. All ayes, motion carried.

POLICE: Jeff gave his monthly police report. Jeff also mentioned he received a statement from a person of interested in connection with the recent break-ins in town. The statement he gave is against a person who is already in lock-up and has a warrant out for is arrest.

Jeff said he's received complaints about people knocking on doors and smashing pumpkins.

Rick received a letter from the 2nd grade class. The kids went around to the business and talked about what they do. Rick talked about the police department and what they do.

Jeff then mentioned we have a police officer that has been accepted into the Conceal & Carry Program.

Ed asked if zoning violations have been kept up with? The board said several houses/properties are in violation. Jeff said the zoning officer is responsible for sending letters to notify people to clean up their properties.

Pat made a motion to transfer \$11,000 from corporate to police, Jess seconded it. All ayes, motion carried.

Jeff also mentioned that he ordered some glow sticks to hand out to the kids at the schools for Halloween.

INSURANCE & TIF: Cheri had a couple of issues with MFT. She said we are out of MFT funds. Cheri is going on record to say next year we cannot use MFT. We have to hold some back. The money comes in monthly installments and we've spent more than what we've received so far this year. MFT runs on a calendar year. She needs to transfer some money to be able to pay the bill. We currently need \$11,780.10.

Jess made a motion to transfer \$11,780.10 from Corporate to MFT, which will be paid back in monthly installments as it's received, Pat seconded it. All ayes, motion carried.

Cheri then said Phil came in to do the audit. Everything went wonderful. He was only here on day. Phil is hoping to be here for the November board meeting to give his audit report.

Cheri got a call asking what is going on with the life insurance/retirement policy regarding Mark. We normally pay in February and March. It's \$2,000 that we pay. Mark wants to know if we owe anything on this. Cheri is going to look into this. We are thinking it was pre-paid and we wouldn't owe anything.

Jess said Pat did some research on insurance. The flood deductible is \$50,000 and was stated in all materials we received. Pat said she checked with several other insurance companies and they said that is a pretty standard flood deductible.

ECONOMIC DEVELOPMENT: Nothing.

LIBRARY: Nothing.

PARK: Pat said we have an issue with the handicap toilet. It now has to have five feet on both sides and the front of the toilet. Pat said the solution would be to only put in one toilet in each bathroom instead of two. It was also mentioned that we need to have a licensed architect to sign off on our plans. Pat is going to call Judd and ask him about

because we don't know one. She'll get back to us.

Lee has already started digging the footings down at Half Moon.

OTHER BUSINESS: Rob apologized for not being at the committee meeting to discuss changes to the personnel manual. There doesn't seem to be any major changes except what was discussed regarding employee comp-time/pay. Rob will bring changes to next committee meeting and will have ready at next months meeting. We are tabling the vote until next month.

Ed said in the past we talked about the pumps and tanks from the Grebner project that we never used. We possibly have a buyer. Ed suggested pricing them at 75% of what they are worth. There was a small discussion regarding this. It was decided asking price would be \$6,750.

Jess made a motion to adjourn at 8:28 p.m., Larry seconded it. All ayes, motion carried.

Washburn Village Clerk

Date