

Village of Washburn

Mayor
Steve Forney

October 12th 2020
Monthly Board Minutes

Board of Trustees
Jessica Damerell
Scott Forney
Alvin Grebner
Ginger Humphrey
Randy Knoblauch
Jessica Youngman

Village Clerk
Becky Ulrich

Village Treasurer
Cheri Woodson

Water/Sewer/Street Department
Matt Strauch

Chief of Police
John Scroggs

Steve called the meeting to order. Roll call was taken, all here but Randy. The Pledge of Allegiance was recited.

Scott mentioned a sentence under the Old Business needs to be struck through on the minutes. Scott made a motion to approve the September minutes with the said sentence struck, Jessica seconded it. All ayes, motion carried.

We will come back to the bills once they've all been reviewed.

Laurie is here with the financial report/audit. She provided each board member with a copy of the audit and financial report. She then went through the audit and financial report. Laurie said the audit was free and clear, that there were not any issues. Laurie did mention that something needs to be looked at regarding the sewer because the incoming monies/cash flows are not covering the cost of the interest/payment. We are currently pulling from our reserves already.

Danny asked Laurie if it would be worth looking into with Rural Development? Laurie said it would be a good idea to at least let them know that we are being proactive and not ignoring the problem. Maybe we should make a phone call to the people who came in several years ago and gave us the \$10 surcharge recommendation, because clearly that recommendation is not working since it's not covering the cost or making up ground.

Laurie did mention there is money in the water reserve and now that it's paid off she wonders if we could transfer some money between the two proprietary. We can ask that of Sherry at USDA.

It was mentioned that maybe we should put a freeze on the social security line item of the Tax Levy.

Laurie said this was a lot of data presented tonight. She touched on all the items she thought needed pointing out/discussing. Feel free to call her with questions.

STREETS: Jess said the spray patching is done.

Jared talked to Jess about some areas where there is a hole in the culvert. There are three areas. Jared wants to get them taken care of before it freeze and needs someone to help him do that. He asked if it would be ok if he asked Tim Strauch to help him out? Yes.

Jared double-checked with Steve Prather about taking down the tree in front of Lee Grebner's yard in exchange for the millings. There was a discussion about this. We'll still be exchanging services it's just going to be a bit differently than originally planned but we still have an agreement in the works.

Jess mentioned that we did receive Matt's resignation.

WATER/SEWER: Alvin said that with Matt's resignation he would recommend that Jared be named the interim water/sewer commissioner. We aren't really making any changes until Matt's resignation is complete.

Jared also mentioned it would be nice if Tim Strauch could have a set of keys for the water plant for back up since Jared is the only one that has a set now. The board agreed.

Ginger made a motion to approve the bills, Scott seconded it. All ayes, motion carried.

POLICE: Ginger made a motion to transfer \$13,600 from Corporate to Police. This amount does include the unemployment amount, that is why it's so much higher than normal. Debbie was back to work but is not working once again because she doesn't want to

work weekends and that's the only hours we have to offer at this time. So she is still on our payroll and we have hours for her, she has just refused them. Jess seconded the transfer motion; all ayes, motion carried.

Ginger made a motion to transfer \$5,000 from Corporate to the Police Vehicle savings account, Jess seconded it. All ayes, motion carried.

There was a discussion regarding the purchasing of a police vehicle.

Ginger made a motion to spend up to \$16,000 on a police vehicle, Alvin seconded it. All ayes, motion carried.

Ginger gave the police report.

Ginger mentioned that Nick pulled someone over on Saturday and took them to Woodford County and when the person got there they had a fever. Nick is now at home quarantining as a precaution. He did come back and sanitize everything and John is not driving the same car.

FINANCE, INSURANCE & TIF: Cheri gave the line of credit balance of \$29,316.05 before the committee meeting on Wednesday. Scott asked Cheri if she was ok paying that off? Yes. Are there any questions? There wasn't any. Scott made a motion to pay off the line of credit amount tomorrow, Alvin seconded it. All ayes, motion carried.

Scott is setting up a meeting to look over the insurance renewal.

ECONOMIC DEVELOPMENT: Scott said he got an update from Jim Cummings on the grant. He had a drawing of what's purposed.

ZONING: Wayne wrote one fence permit.

Wayne also mentioned that JoAnne Edwards did renew her dog-breeding license.

Back to Economic Development, the Fire Chief stopped Scott and said they updated the storm siren and it's going to cost \$100 to update the frequency so we can set off the siren ourselves. Currently the only way to sound it is to call county and have them do it.

Also, Scott did contact Straight Up Solar and invited them to the November meeting.

LIBRARY: None.

PARKS: Nothing.

OTHER: Danny did inquire about the unemployment claim. Since last months meeting Danny has called the unemployment office six times. They ask for the phone number associated with his case and once he enters it the automated message says that we are already in the queue list and they'll get back to us when it's our turn. Danny did go ahead and make another written claim.

OLD BUSINESS: Regarding 108 Lincoln, Jess thinks we should go ahead and lien it. Matt/Jared have been keeping track of mowing hours. We want to go ahead and add that cost to everything else that property has incurred. We are going to charge \$50/mow for rental, plus the employee hourly wage. Jess makes a motion to file a lien and all charges incurred on 108 Lincoln St property, Scott seconded it. All ayes, motion carried.

Steve had a Snyder Village property update. They would like to have the road turned over to the village along with the lights, utilities etc. Steve told them when they are ready they could come to a board meeting to discuss. However, he told them there is some reservation due to the condition of the road etc. They asked some questions about having a private road and we said it wouldn't be a problem but that it would be their responsibility to maintain it etc.

NEW BUSINESS: Steve said Cheri has turned in her resignation. Steve would like to discuss options for going forward. Jess said she thinks we should advertise and ask for/accept resumes. Then review and discuss the details after that. Steve said that he feels like we need to discuss whether it's going to be a part-time or full-time position before it's posted and the board agreed.

Jessica asked if we wanted it to be one position still or go to two people? Small discussion.

Cheri is currently getting paid for 32 hours per week. The actual in office hours are 25 per week and the other 7 are for the treasury position and are flexible/floating hours.

Steve wonders if we can reduce it to 30 hours to keep it part-time instead of 32 hours. Scott says he has a problem with paying someone for 30 hours a week and the employee only being here for 25 hours. Jess says she thinks we should fill the position as a full-time 32 hours a week job. She thinks you'll get a completely different group of people applying for a full-time vs. part-time position. There was a discussion.

Steve asked each board member what their opinion was on part vs. full time. Jess thinks it's should be full-time with benefits. Ginger agrees, full-time with benefits. Scott thinks it should be part-time. Alvin is kind of up in the air. H thinks we need to do something that attracts the right person. He said he's on the fence and could go either way, part or full time. Jessica is torn. She said if you can find the right person who wants to work part-time without benefits that would be best but she also sees the full-time benefit as well. Jess also thinks if you hire a part-time person the turn over rate would be a lot more. There was a lengthy discussion.

The full board would have to approve the candidate but Steve would like to appoint a hiring committee to do the interviewing. Jess, Scott and Alvin volunteered to be on the hiring committee.

Scott make a motion to post the job as a part-time position without benefits at 30 hours a week, Alvin seconded it. One aye, two nays; motion carried.

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

Washburn Village Clerk

Date