

Village of Footville

Meeting Minutes

Thursday, May 3, 2018

The regular meeting of the Board of Trustees for the Village of Footville was called to order at 7:00 p.m. by the President, Gary Selck. All Board members were present: Randy Baertschi, Jeramie Mielke, Rich Woodstock, Chuck Hagmann, Steve Haberman, and Ron Klusmeyer. Also present: Clerk- Randi Mielke, Treasurer- Shawna March, Public Works- Joe North and Devin Clark, Residents-Jason Nehls, Jeb McMahon, Dylan Fields, Bob Fahey, William Wes Noble.

MINUTES Approve minutes of the April 5, 2018 Board Meeting and special Meeting for April. Motion-Klusmeyer; second- Hagmann; carried unanimously.

VOUCHERS Approve vouchers as presented: Motion- Hagmann; second- Haberman. Carried unanimously.

REPORTS Approve Treasurer's, Water, and Sheriff's Reports. Motion- Woodstock; second- Hagmann; carried unanimously.

LICENSES None

CITIZENS WISHING TO BE HEARD None

EXIT COMMENTS FROM BUILDING INSPECTOR BOB FAHEY Bob wanted to speak to the board and thank the Board for the many years of support, he will be finishing up the new construction permits he issued and James Deluca has started with regular permits and any new home permits.

FEE SCHEDULE FOR BUILDING PERMITS A fee Schedule was presented to the Board. The board had discussion on removing roofing and siding permit fees. The Board had a discussion on removing fees for plan review on all permits, this was not a fee in the past and the Board wanted to keep it that way. A motion was made by Hagmann to approve the fee schedule with the discussed changes, second- Baertschi; carried unanimously. The Board will be provided with a copy of the approved schedule at the June Meeting.

NEW SITE PLAN SUBMISSION FROM JEB MICMAHON A revised set of Plans were submitted to the Board by Jeb. The Board reviewed the plans, the Board had concerns with Jeb not submitting a erosion control and runoff plan. Jeb stated that he had a runoff plan for the old set of plans but would not provide them to the Board. He will be submitting his plans to the DNR next Wednesday. He should have the plans back from the DNR within 3 weeks. Once he receives the plans back he will submit Approved DNR plan to the Village Board. The Village Board will have Brad Reents the Village Engineer review the plans.

REPLACEMENT OF THE WHITE WORK TRUCK Joe provided the Board with 4 bids received to purchase a new work truck to replace the white work truck. The first bid was a ½ ton Dodge Van, the list price was 35,290 the municipal discount would bring the price down to 26,730.50. the second bid was for a ½ ton Ford van \$ 35,290.00 and the third bid was ¾ ton Dodge Van \$32,189.00. All the bided vehicles will get a fuel mileage of 20 miles a gallon. A motion was made by Woodstock to purchase a ½ ton Dodge van at the price of \$ 26,730.50. The Purchase will be paid for out of the capitol projects account, second- Hagmann; carried unanimously.

UPDATE TO INTERNAL CONTROL DOCUMENTATION The Internal Control documentation was updated, it was noted that payroll disbursements that after the treasurer and public works employee's pay it should state paid hourly. A motion was made by Woodstock to approve the Internal Control Documentation with the changes made, second- Klusmeyer; carried unanimously. A complete copy of the document will be provided to the Board at the June Meeting.

LISTING OF COMMERCIAL LOTS The Village Currently has 2 lots in the Business park that are for sale without a realtor, they are only advertised on the Village website. There hasn't been any interest shown with the current advertisement. The Board discussed listing the lots for sale with a realtor using Loopnet Commercial listing. The Board discussed that the listing should include buyer to pay closing cost on the lot purchased and a retainer fee of \$4,999.00 to be reimbursed upon occupancy permit if

construction is complete within the 2 year stated in the covenants. A motion was made by Hagmann to approve listing the lots with the stipulations listed above, second- Haberman; carried unanimously.

REFIANCING THE SNOW PLOW LOAN The term of the snow plow loan is currently due, the treasurer discussed the options with the board on refinancing the snow plow loan. a portion of the budget set aside money to put \$15,000 dollars down on the term of the loan. A motion was made by Woodstock to approve refinancing the snow plow loan with Bank of Brodhead, using the \$15,000 and make the term of the loan 3 years, second- Haberman; carried unanimously.

WATER LEAK ADJUSTMENT FOR 220 DEPOT STREET The Board was presented with a water leak adjustment application for 220 depot street, the owner followed the policy for the leak adjustment and the clerk provided the board with the adjusted amount to be approved. A motion was made by Baertschi, second-Hagmann; carried unanimously.

APPROVAL TO PURCHASE FLOWERS FOR THE PLANTERS A motion was made by Woodstock to approve flowers to be purchased for the planters not to exceed \$500, second- Haberman ;carried unanimously.

BOARD OF REVIEW TRAINING Board of Review is coming up and it is required that at least 1 member of the committee to have training every 2 years. The clerk has 3 workbooks and a DVD for committee members to do training. Selck, Hagmann and Baertschi volunteered to do training.

OPEN BOOK- BOARD OF REVIEW MEMBERS AND DATES The dates for Open Book and Board of Review are as follows. Open Book Tuesday, July 31, 2018 at 2pm and Board of Review Thursday, August 23, 2018 at 12 pm. The members consist of Selck, Baertschi, Klusmeyer and Clerk Mielke with Hagman as an alternate.

ENFORCEMENT OF COVENANTS FOR EAST MEADOWS SUBDIVISION The Board discussed making changes to the covenants of East Meadow subdivision, the Board stated that the Covenants should state that the buyers has 6 months to start construction on purchased lots and will be given up to a year to complete construction and obtained occupancy. Enforcement would state that if the covenants was not followed the buyer will be fined \$100 per day until the commencement of construction. A motion was made by Woodstock to approve the changes to the covenants, second- Klusmeyer; carried unanimously.

COMMITTEE APPOINTMENTS President Gary Selck presented the Board with committee appointments for 2018.A motion made by Woodstock to approve Village appointments, second by Hagmann; motion carried unanimously.

OTHER MATTERS The Clerk updated the board on the progress of the sidewalk work being done and park vandalism.

ADJOURNMENT At 9:30 p.m., motion to adjourn- Hagmann, second- Klusmeyer. Carried unanimously.

Submitted by:

Randi Mielke
Village Clerk