

## **MEETING MINUTES**

### **November 3, 2011**

Meeting called to order at 7:00 P.M.

Maureen Roach, Mary Goveia, Mike James, Mike Sumner, Mike Freimann and Paul Myszka present

**Motion** to approve meeting minutes by Mike Sumner

Second Mike James

Motion carried unanimously

#### **Casali and Sons**

Have a new recycle program for the Village to consider, it would be every 2 week instead of just once a month.

The recycle will need to be marked if it's on the same day as garbage

Homeowners would need to provide the cans for recycling items would not have to be separated as long as it does not exceed the weight limit. The current garbage contract is up in April, Casali would like the board to consider doing an extension of the current contract.

#### **Engineer report**

Stark is working on the punch list items. Construction on the system is done now is just restoration. Need to jet some of the sewer lines that have dirt and re-televise. Fisher will need to do the final testing.

Huff Road needs to be addressed on both sides of the viaduct.

**Motion** to approve a work change order for Phase B by Paul Myszka

Second by Mike Freimann

Motion carried unanimously

#### **Chapter 19, Sewer Use Ordinance**

This is a new Ordinance- not an amended chapter 19

This is for the just the sewer use fee

**Motion** to approve Ordinance 2011-17 Sewer Use Ordinance by Mike James

Second by Mike Sumner

Motion carried unanimously

#### **Public Comment**

Status of the Lincoln Road and what are snow removal plans

Lincoln Street will not be addressed until next year- we don't have the resources to do anything at this point

Snow removal will be done by the Village not contracted out.

**Motion** to approve Resolution approving an amended intergovernmental agreement with BNWRD by Mike Sumner

Second by Mike Freeman

Discussion

Don't have much wiggle room, the Village is at the mercy of BNWRD. Village approves the agreement then it goes to BNWRD, the Village has to follow the BNWRD rules. Moving forward if you have constituents outside the corporate limits of Downs that want to have access to the sewer the Village cannot allow just sewer service. If a subdivision wants to be annexed in, the Village would have to responsible for everything including roads. Property can be annexed in but it the Village will have to get BNWRD approval before it can be done. BNWRD has to give approval to let them be included in the Village sewer system.

BNWRD is more worried about large industrial buildings

We have already discussed that we cannot maintain the tax amounts.

Who is going to figure all the amounts to be put on the bills? BNWRD will help set up the data base.

BNWRD may have some software for us to use – it's every parcel regardless if they are hooking up or not.

The Village pushed hard on the issues that could be negotiated. The intent was not to let BNWRD take total control. Any changes to the ordinance need to be approved by BNWRD  
Motion carried unanimously

**Motion** to approve Pre-Annexation Agreement with BNWRD by Mike Freimann

Second by Mike Sumner

Discussion

Will not have the final Pre-Annexation until November 14, 2011

Need to wait until December to approve

Motion was tabled

**Motion** to approve Public Works Superintendent job position by Mike James

Second by Paul Myszka

Discussion

Need to have a back up which could be contracted with another municipality

Part of the fee is set aside for that portion of the expense. This will be a Village employee that has the Village best interest in mind and expertise to give for the water plant, sewer plant and roads maintenance.

The Village equipment will be used and can use intergovernmental with other municipalities. The ordinance is broad but the employee does not have to do everything that is listed in the ordinance.

It does provide for supervisor of the meter reading personal – don't want that. The meter reader and the water personnel need to be supervised by the billing department

The Village has less risk by having an employee than a contractor.

This position would only be paid by water and sewer no other money

Back up services will be intergovernmental agreements

Mike James, Mike Sumner, Mike Freimann and Paul Myszka voted yes

Maureen Roach and Mary Goveia voted no

Motion carried in a 4-2 vote

**Motion** to approve posting for Public Works Superintendent job position by Mike Sumner

Second by Paul Myszka

Mike James, Mike Sumner, Mike Freimann and Paul Myszka voted yes

Maureen Roach and Mary Goveia voted no

Motion carried in a 4-2 vote

**Motion** to approve purchase of a Fisher salt spreader for \$800.00 by Mike James

Second by Mike Sumner

Mary Goveia, Mike James, Mike Sumner, Mike Freimann and Paul Myszka voted yes

Maureen Roach voted no

Motion Carried in a 5-1 vote

**Motion** to approve the deadline for completion of Farmland Subdivision by developer by Mike Freimann

Second by Mike James

Discussion

An agreement cannot be located- the completion of the road needs to be done according to the Ordinance

There is a responsibility as a village to make sure the road is complete

If no agreement can be found the developer has to adhere to the Ordinance.

Wanted to establish a timeline back in 2010 and Misch was asked to tag onto the timing of the sewer work being done on that side of town.

Nothing will be done until spring at this point

Owe it to the homeowners to set a deadline based on the ordinance.

From a legal stand point you need to do a resolution spelling out exactly what needs to be done and when

Motion was tabled

**Motion** to approve use of Dooley Park Pavilion by community based non-profit groups by Paul Myszka

Second by Mike Freimann

#### Discussion

This can be done and we are good with insurance

If other not for profit wants to use it we have to consider it.

In November, December and January other people's items are stored in the pavilion. Who is going to take the responsibility for what's in there?

This is going to set a precedence for opening up to other not for profits. It needs to be taken to the park board for approval

Motion was tabled

**Motion** to approve the audit for fiscal year ending 4/30/2011 by Mike Sumner

Second by Maureen Roach

Motion carried unanimously

**Motion** to approve amended agreement with CIRBN by Mike James

Second by Paul Myszka

Discussion

The only thing changed was the address

Motion carried unanimously

#### **Building**

Finished up a permit from last month

Cornbelt property has a storm drain that has been cemented so water is not flowing properly

#### **Water/Sewer**

Red water filter complete

Sidewalk will be replaced in the spring

Pump 1 is having problems

Indian Hills work has been paid for but not complete- need to get the fence removed

#### **Police/ Garbage**

Casali would like to extend the contract but think maybe we should let it out for bid

Must publish the letting in a circular that goes to a certain number of homes

Website is up and running, a work in progress. Can do advertising and business listings

Can post bidding, job positions, news articles, boil orders

#### **Streets**

Preparing on the snow removal. Done allot of work on the truck plow- painted and sand blasted

Would like to purchase a tractor -50 to 60 horsepower with a cab, mower deck and a bucket for multi use, getting number together to present

#### **Parks/Youth Center**

New trees for the park

Halloween was a good

Need volunteers for Christmas

Want to know what the policy is for public service hours, need to confirm what the reason is for doing the public service

#### **Finance**

Harry looked at moving the door to make the Hall handicap accessible

would like to have some renovations done to make the hall look better

December will be the tax levy

**Motion** to pay the bills by Mike Sumner

Second by Maureen Roach

**Motion** to adjourn by Maureen Roach

Second by Mike Sumner  
Motion Carried unanimously

9:48