

February 12, 2018

The Regular Board Meeting of the Butternut Village Trustees was called to order at 6:30 pm on Monday, February 12, 2018. The meeting was held at 301 West Michigan Street. At roll call the following were present: George Faltinosky, Kelly Meredith, Robert Peterson, Gary Vander Wyst, President Troy Scherwinski, Clerk/Treasurer Cindy Pritzl, and Public Works Supervisor John Furtak. Board members Lisa Hilgart and Larry Meverden were excused from meeting. Also, present was resident Mike Neumann and New Business Owner Bobbi Muonio and Travis Pydo. Motion was made by Vander Wyst second by Meredith, to accept the agenda as presented. Motion carried. The January Regular Board Meeting minutes were reviewed. Motion was made by Vander Wyst second by Meredith, to accept the minutes as presented. Motion carried.

Public Comment:

None

Clerk Report:

- ✓ Delinquent Utilities Report. Clerk went over delinquent utilities list and updated board.
- ✓ Bank Balances Report: Board reviewed bank balances & debt. Clerk received grant money from the Fiscal Sustainability program and clerk wanted to know if the board would like her to pay off the Muffin Monster loan with Northern State bank. Board agreed to wait until next month to see how sewer is sitting. Put on agenda for next month.
- ✓ Property Maintenance Update: In April the board would like to start of sending letters out again so residents can take advantage of the spring clean.
- ✓ Development Fund Report: Katy Taylor sent a monthly report and wanted to know from the board how many times the board would like her to attend our meetings. Board agreed that she needs to attend once a quarter. Board would like to know how she is handling our past due accounts. Clerk to get in contact with her.

Committee Reports:

- ✓ Public Works:
  - Loader had issues and we need to rent Terry Palecek's for one day.
  - Needed to replace curb stop by John Hein's which is now repaired
  - Had well inspection and all wells tested good.
  - Meredith wanted Furtak and Peterson that they were doing a great job
- ✓ Public Safety:
  - Fire commission meeting is to be scheduled sometime this month.
- ✓ Other:

7. Unfinished Business

- A. Discuss/Approve Options for Pioneer Pines: Received prices from our assessor Mike Schnautz but he has the incorrect lot sizes. Clerk to send updated information to Mike. Table until March meeting.
- B. Discuss/Approve Amended Ordinance for Class A,B and C Licenses. Board reviewed the updated ordinance. The change is to add that the business after receive a license will need to up their doors within 90 days after issue of license with adequate stock, equipment and utilities and they will have to open up every 60 days after that. Motion by Meredith, second by Peterson to accept the amended Class A,B and C License ordinance. Roll call Meredith-yes, Peterson-yes, Scherwinski-yes, Vander Wyst-yes and Faltinosky-yes. Yes-5, No-0. Motion carried. We currently have a business that has a liquor license that hasn't been open for a substantial amount of time. Board instructed clerk to contact our building inspector and have him inspection the building. Board will request a report from building inspector and will allow them 30 days to fix damages. Motion by Scherwinski, second by Vander Wyst to contact building inspector to do inspection, after receiving report board will allow them 30days to correct all issues. Motion carried

8. New Business:

- A. Discuss Options for Signage for our Downtown: Business owner Derrick VanOrden asked if the board could address the issue of new advertising on the highway for our downtown business. Board agreed to direct this to BABA and have them set up a project.

- B. Discuss J J Keller OSHA Updates: Clerk purchased a OSHA book for \$22.00 and now J J Keller would like the board to purchase a 1 year update service plan for \$269 + shipping & handling or a 3year update service plan for \$538 + shipping & handling (buy 2 years, get 1 free). Board agreed to table until they inform us that we are out of compliance.
- C. Approve Dates for Board of Review: Vander Wyst will take the training for the board of review if Scherwinski shouldn't be able to attend. Board agreed to April 23 from 11am-1pm for Board of Review and to do Open Book in the morning.
- D. Resolution to Approve Vouchers #V682-V687, Checks #19845-19883 and Debits #20180104-20180203. Motion by Vander Wyst, second by Faltinosky to approve vouchers, checks, and debits as presented. Roll call vote: Peterson-yes, Scherwinski-yes, Vander Wyst-yes, Faltinosky-yes, Meredith-yes, Yes-5, No-0. Motion carried
- E. Consider Project pay Requests: None
- F. Set Next Meeting Date: March 12 following the public hearing at 7:00pm

9. Correspondence:

- Xcel Energy sent a letter that we need to get in contact with them due to having Christmas/banners attached to their streetlight poles. Clerk to get in contact with them and report to the board next month.
- WITC has 3 board appointment positions open.

Motion to adjourn at 7:15pm was made by Peterson, second by Meredith. Motion carried.