

Village of Stevensville
Regular Council Meeting
Minutes
Wednesday, July 8, 2015
6:00pm

Meeting called to order by President Slavicek at 6:00P.M., followed by the Pledge of Allegiance.

Present: Trustees: Ken Hansen, Carl Steinberger, Larry Wozniak, Pat Arter, President Steve Slavicek

Absent: Trustee: Brian Liggett

Also Present: Clerk: Tiffany Moore, Treasurer: Barbi Hammond, Manager: Bret Witkowski

Motion by Hansen to approve the agenda with the addition of d. Yasdick Dr and e. Center St Catch Basin. 2nd by Arter. Motion carried.

Motion by Hansen to approve the Regular Council minutes of June 10, 2015. 2nd by Wozniak.
Motion Carried.

Motion by Arter to approve the Special Council minutes of June 25, 2015. 2nd by Steinberger.
Motion Carried.

Unfinished Business:

a. Council Trustee Vacancy

Village resident, Amanda Pohyba submitted an application for Trustee vacancy. Members of the Council had the opportunity to ask her questions.

Motion by Arter to appoint Amanda Pohyba to the vacancy of Trustee, term expiring November 30, 2017. 2nd by Hansen. Motion Carried.

Clerk Moore swore in Pohyba, who joined the rest of the meeting.

b. Website

Motion by Steinberger to enter into a 3-year agreement with CivicPlus. 2nd by Arter.
President Slavicek asked for a Roll Call Vote:

Ken Hansen – Yes

Brian Liggett – Absent

Amanda Pohyba – Yes

Carl Steinberger – Yes

Larry Wozniak – Yes

Pat Arter – Yes

Steve Slavicek – Yes

Motion Carried.

c. Phase II – 5811 St Joseph Ave

The Phase II report came back, they were unable to get deep enough for samples. Whitman will begin drill rigging soil borings July 16th. There is no extra cost to the Village

d. Yasdick Dr

Scheduled to be repaired at the end of the month.

e. Center St Catch Basin

John Olson from Merritt Engineering sent Attorney Hyrns the drawing requested by Dave Boelcke's attorney.

New Business:

a. Peddler License – Emily Vander Ark – 5565 St Joseph Ave

More information requested. Table until information is received.

b. Committee Appointments

President Slavicek set up an ad hoc committee titled Marketing & Negotiation of Village Owned Properties Committee and appointed Trustee Arter, Trustee Wozniak, and himself. The committee will discuss how to move forward with Village owned properties.

Motion by Arter to allow Manager Witkowski to obtain an appraisal of properties from Rick Miller for \$300. 2nd by Hansen. Motion Carried.

President Slavicek appointed Trustee Pohyba to the Ordinance & Sidewalk Committees to fill the vacancies left from prior Trustee Thompson.

c. FOIA

Motion by Arter to approve FOIA documents submitted by Clerk Moore to follow new FOIA guidelines. 2nd by Steinberger. Motion Carried.

Reports:

Treasurer's Report

Treasurer Hammond read the bank balances ending July 6, 2015, totaling \$572,584.74

Code Enforcement Report

Clerk Moore reported 5 grass violations, 3 of which have been taken care, 2 the Village DPW had to mow. There was a non-registered car violation letter sent to a business owner and a letter to another business owner notifying them that one of their commercial buildings was being lived in.

Committee Reports:

Finance – Given by Chair Arter

Trustee Steinberger is going to test some different options for lamp post bulbs.

Motion by Steinberger to publish an ad in the Herald Palladium advertising movie night for a total cost of \$500. Paid from Community Promotions, \$197 of which is left over from the movie night budget. 2nd by Wozniak. Motion Carried.

Motion by Arter to approve July Bills totaling \$46,297.01 (General \$43,374.54, Major \$2,376.49, DDA \$545.98). 2nd by Steinberger. Motion Carried.

Policy & Procedures – Given by Trustee Arter

Clerk Moore and Treasurer Hammond will draft and outline of an Emergency Action Plan.

Working on Clerk's new job description.

Planning – Did Not Meet, lack of quorum.

DPW – Given by Trustee Hansen

Committee interviewed a candidate for temporary help until the hiring of a permanent full-time employee.

Motion by Hansen to hire Sam Sievert as a temporary DPW employee for no more than 40 hours per week, starting pay \$9.50 per hour. 2nd by Steinberger.

Discussion about purchasing a new leaf vac.

Motion by Wozniak to increase the General Fund DPW-Equipment Expense by \$43,471.00. 2nd by Arter. President Slavicek asked for a Roll Call Vote:

Brian Liggett – Absent

Amanda Pohyba – Yes

Carl Steinberger – Yes

Larry Wozniak – Yes

Pat Arter – Yes

Ken Hansen – Yes

Steve Slavicek – Yes

Motion Carried.

Motion by Hansen to purchase a trailer mounted leaf vac with addition of a belt driver blower and John Deere 84hp Diesel from Old Dominion Brush, in an amount not to exceed \$44,000. 2nd by Steinberger. President Slavicek asked for a Roll Call Vote:

Amanda Pohyba – yes

Car Steinberger – yes

Larry Wozniak – Yes

Pat Arter – Yes

Ken Hansen – Yes

Brian Liggett – Absent

Steve Slavicek – Yes

Motion Carried.

3 applications were received for the DPW position, interviews will be set up.

Ordinance – Did Not Meet

DDA – Given by Shirley Kerlikowske

Looking into purchasing an electronic message board and directional signs.

Parks – Given by Shirley Kerlikowske

Looking into options for mulch around the play area.

Need an ordinance passed to enforce rules displayed on signs at the parks.

Liberty Days – Given by Trustee Wozniak

Donations helped Liberty Days make a profit.

Next meeting will be in September.

Public Comment:

None

Correspondence:

Seventh Day Adventists will be coming door to door this summer.

Announcements:

July Dates:

Marketing & Negotiation of Village Owned Properties – Thursday 9th – 5:30pm

Movie Night – Friday 10th - dusk

Parks – Monday 13th – 4:00pm

August Dates:

Workshop – Saturday 1st – 8:00am

Planning – Thursday 6th – 6:00pm

Finance – Monday 10th – 5:00pm

Policy & Procedures – Monday 10th – 6:00pm

DPW – Monday 10th – 7:00pm

DDA – Tuesday 11th – 5:30pm

Council – Wednesday 12th – 6:00pm

Movie Night – Friday 14th – dusk

Ordinance – Monday 17th – 5:00pm

Council Comments

None

Motion to adjourn by Hansen. 2nd by Arter. Motion carried.

Meeting adjourned by President Slavicek at 8:06pm

Submitted by: Tiffany Moore, Clerk