

# Village of Glenbeulah

## August 9, 2023, Minutes

### **DRAFT COPY**

Present: Daun, DeTroye, Schaefer, Schubert, Olm, and Bertram

Absent:

Guests: Mike Mooney, Kari Mooney, Tad Matzdorf, Dave from the Plymouth Review, Kathy Olm, Scott Kelling, Janet Biskobing, Chris and Arthur Birch, AJ Schillingowski, Ryan Feldmann, Ginny Hintz, Warren Vandoske, Dave Hamann, and Don Ditter

Daun opened the Board meeting at 7:12PM

### **Approval of Minutes**

Daun asked the Board if there were questions or changes to the July 12, 2023, Village Board Meeting minutes or a motion to accept the minutes as distributed to Board members before-hand, posted, and placed on the website – glenbeulahwi.gov. In a motion by Olm and seconded by Schaefer, the minutes were approved with the cemetery work date to be 8/19 and not 8/9. Motion carried.

### **Treasurer's Report**

In a motion by Schaefer and seconded by DeTroye, the treasurers report was approved. Motion carried. The report was signed by Trustee Olm.

### **Citizen Comment**

Kari Mooney asked if on next months agenda we could discuss changing the tennis court to have pickle ball lines as well.

**The order of the agenda was changed to accommodate the audience.**

### **New Business**

#### **Ginny Hintz, Onward Accounting & Consulting**

Ms. Hintz is working with the village to change over to accrual-based accounting and getting everything ready for our single audit. She explained to the board the water PILOT and sewer general obligation debt levy. She and Accountant Hamann agreed that there was never a resolution submitted to the PSC for the village to waive the PILOT equivalent. We could pass a resolution making it to be the same amount each year. She will send sample resolutions. Discussion was held on how the USDA loan payment could be split between the utilities and the village.

## **Old Business**

### **USDA Grant/Swift Street, Barrett, Otis Street and Appleton Street project**

Engineer Vandoske updated on how the project is going to date. Appleton Street is complete with water, sewer, and storm and the laterals are finished. Otis Street is finished with water and sewer and laterals being completed. Water and sewer on W. Barrett Street is completed and they are starting on the laterals. E. Barrett Street has the water completed. He said the project is moving forward at a good pace and Kruczek is doing a good job cleaning up. It was asked if anyone has any questions about the project or how it affects them directly, please contact a Village board member or Engineer Vandoske. Approval of construction invoices: Kruczek Construction draw 1 \$234,120.83 was approved by Olm and seconded by Schaefer and carried. Warren Vandoke draw 2 for \$9,840.00 was approved by Olm and seconded by Schubert and carried. Total Plumbing extra for 114 Appleton Street in the amount of \$1,072.12 was approved in a motion by Olm and seconded by Schaefer and carried. Total Plumbing extra for 108 Appleton St for \$666.76 was approved by Schaefer and seconded by Schubert and carried.

### **Barb Schaefer – Meyer Park**

Ms. Schaefer stated that the “all kill” was completed. The cedar fence is to be installed on the south side of the park entrance. There is 10 weeks left until the grant expires. The seed for the prairie needs to be done and the rip rap needs to be removed yet.

### **Cell Tower – Cty Rd S**

Nothing to report.

### **Cemetery**

DeTroye commented the tree removal will be on August 19<sup>th</sup> at 8AM. Scott Kelling requested additional trees be removed and submitted a donation for that to be done. DeTroye also asked if plots could be sold, -no additional plots can be purchased but if someone already has plots, they can be used. Next years project would be to repair the road entry.

### **Billboard – R Store**

Daun reached out to the Lamar company and has received no other communication. This will be removed from future agendas.

## **New Business**

### **Fire Dept/ Emergency Responders general business – possible borrowing from the Village**

The logs were reviewed. July calls –8. Drill for July was pump training. The air packs and compressor have been ordered. DeTroye will help to submit and grant to replace bad hoses found during hose testing. The cardio/fitness equipment will be delivered on 8/22 and 9/22. A Release of Liability for the fitness equipment was written by the attorney and in a motion by Olm and seconded by Schaefer, the form was approved. Carried

by all. Elkhart Cares donated \$500.00 toward the extraction equipment. Three members are State Certified Officers.

EMS report was not received by the date of the meeting.

### **Plan Commission**

There was a special meeting held on 8/2 to have lot 4 on East Benson Street rezoned from R2 to R1, the rezoning process was not required after talking to the attorney for what the owner wanted to do. A building permit for the new home can be obtained by the inspector after the owner supplies the necessary requirements.

### **Building Permits**

The building permits #23/13- 23/18 presented to the board were approved in a motion by Olm and seconded by Schubert. Motion carried.

### **Ordinance 8.09 Fence regulation**

The redraft of the fence ordinance was reviewed. Discussion was held about the length of time for a temporary fence. This will be redrafted again for next month.

### **TIF District**

None

### **Law Enforcement**

The log was reviewed. The rates for 2023 will be raised to \$48.87 per hour.

### **Parkhouse – benches**

Schubert is checking on costs to replace a few benches at the park. In a motion by Schubert and seconded by Schaefer the park playhouse will be repaired with soffit and fascia. Motion carried.

### **Flags – banners**

Discussion was held about replacing the American flags or maybe putting up flag banners. The village received a generous donation for 20 American Flags from Clarifying Numbers. The board thanked the donor. Schubert will check into replacing some of the damage banners and obtain costs.

### **Village Sign**

In the past the village sign was strictly for village, fire department, or school messages. It was discussed to allow community involvement events as well.

### **Village Board Member onboarding**

Schubert drafted a new trustee orientation booklet. Changes and suggestions can be made and discussed next month.

## **Insurance Claim**

The lift station at the park had a power outage and two houses on North Swift Steet had sewage in the basement. It was a three-phase electrical issue and has since been repaired. Daun will be checking into the cost of a battery backup system. Cost of remediation by Badger Restoration has been sent to our insurance company.

## **Operator Licenses**

Three operator licenses for the RStore were approved in a motion by DeTroye and seconded by Olm and carried.

## **Midwest Contract Operations – water treatment**

With the resignation of water operator Dan Grunewald, the village obtained Midwest Contract Operation (MCO) to do the monthly, quarterly, and annual testing and submittance to the DNR. In a motion by Schaefer and seconded by DeTroye the contract was signed. The cost being \$1,282.00. Motion carried. The village will still need to do daily readings.

## **Correspondence for the month**

NEBAT sent an email that there may be a possible grant for the air packs in 2024 but the grant money for 2023 is gone already. An email was received regarding tiny houses in the village. The attorney was contacted, and a tiny house can be in the village, but it must be hooked up to water/ sewer and electrical and meet the minimum footage. Also, it was questioned if an accessory structure could be placed on a parcel on its own. The answer is no. It must have a primary structure on the parcel as well.

## **Committee Reports**

None

## **Invoices**

In a motion by Schubert and seconded by DeTroye, the August invoices were approved. Motion carried.

Meeting adjourned at 9:47 PM in a motion by DeTroye and seconded by Olm. Motion carried.

Respectfully Submitted  
Michele Bertram, Clerk/Treasurer