

**EDMORE VILLAGE COUNCIL
REGULAR SESSION
UNAPPROVED JOURNAL OF MINUTES
September 11, 2023**

1. **CALL TO ORDER:** The regular session of the Village of Edmore Council was called to order on Monday, September 11, 2023, at 7:00 p.m. by **President Gloria Burr**.
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL:** Members present – **Colburn, Griswold, Guild, McParland, Moore, Rasmussen, Burr**. Also present: **Mark Borden** – Village Manager, **Shirley Drain** – Village Treasurer, **Kerri Peterson** – Village Clerk
4. **APPROVAL OF THE AGENDA:** **McParland** moved to approve the agenda as printed. Seconded by **Rasmussen**. **VOICE VOTE: ALL YES: MOTION PASSED 7-0.**
5. **PUBLIC COMMENTS: AGENDA ITEMS:** None.
6. **DEPARTMENT REPORTS:**
 - A. **POLICE:** No officers present. No county report. Township report included Ordinances Identified: 48, Vehicles with no Registration: 26, Blight: 17, Dog at Large: 3, Marijuana in public view: 1, and Citations issued: 0. All violations have been submitted to the Village Manager for further action. No citations have been issued due to the Village still working on letters for the violations. **Griswold** would like the speed limit through town controlled better.
 - B. **CODE ENFORCEMENT:** **Borden** reported we are starting with vehicles without license plates. We sent out 20 letters. The first letters went out on 8-25 with 15 days to comply with the receipt of the letter. We are ready to start with the first batch of letters. Once they have been notified they are in violation, Chief Keller has the right to go on the property and check the plates. Discussion took place on ticketing and enforcement. On 9-6, Chief Keller gave Borden a list of 18 properties where he identified blight. There was no description given. Once a violation is verified, a letter will be sent to the resident to begin the process of enforcement. **Drain** suggested Chief Keller have a camera to take photos of the violation. **Borden** responded that it is in our agreement with the Township that the officer will identify the violation and provide pictures. Discussion took place on needing photos. **McParland** suggested the Village provide a camera to the officer. **Borden** checked into software that can go onto an iPad and everything can be shared electronically. You could put the photos with the letters to send to ordinance violators. The program for the iPad costs between \$3000 and \$4000, and unsure if there is an annual fee. **Motion by McParland for the Village to purchase an iPad for code enforcement purposes up to \$400. Seconded by Colburn. ROLL CALL VOTE: YES: Colburn, Griswold, Guild, McParland, Moore, Rasmussen, Burr. MOTION PASSED 7-0.** **Guild** asked if we put any information on Facebook. It seems to be a good way to get information out to the public.
 - C. **DDA:** Managers report.
 - D. **DPW:** Brush pick up for September was almost 50% higher than normal. Two burials. One full and one cremains. Door tags issued for properties not being mowed. Water leak on 5th Street. Identified and repaired by DPW. A defective pump was changed in our main lift station. (Bearings) Two swing sets were installed in the park. Teeter-totter is not yet installed. Defective part to be replaced by manufacturer. **Borden** suggested checking into a company

to come in and take care of our chipping and saving our equipment unless needed. Need to start budgeting for a new chipper.

E. MANAGERS: Borden reported construction of the Home Township Fire Barn began on 9-7 for a 40'x50' addition. We had a noise complaint the day they started. They began the day quite early using noisy tools. The complaint happened immediately following the construction winding down on the Family Dollar remodel. Dollar General has all their permits but there is no update on their new build. They anticipate starting this fall. We had an open burn next to the Marketplace. The homeowner was mowing to come in compliance with the ordinance and ran into bees, so he was trying to burn to get rid of them. He was informed open burn is not allowed. Borden had two meetings with Fleis and Vandenbrink related to our DWAM Grant project. Bids go out this fall for work to begin in the spring. The \$9 million project we were hoping for funding, we are not getting for this go-round for the water main improvement on Main Street. The master plan needs to be finished. There is a meeting set up to address this. Been working with Granger to establish Fall Clean-up day and any changes to the rules. Completed a questionnaire to determine insurance price increase if we have a Village PD. Discussed costs associated with having our own PD with other City/Village managers. He was shocked at what the cost would be to have our own PD. It is out of our reach. We need to think about other patrol options. **Guild** responded that we either continue the way we are with Home Township and the County or we call 911. Discussion took place on the police force. **Burr** stated the Township is working on names for a committee comprised of Township and Village for a Police Committee. Borden met with staff that were here to control knotweed. This was one of the biggest patches they had seen in the area. Spraying went well.

F. PRESIDENTS: Gloria Burr: Potato Festival is this weekend. Borden is in the dunk tank from noon until 1pm.

7. TREASURER'S REPORT: Shirley Drain

A. TREASURER'S REPORT & COMMENTS: Drain: Books for August 2023 are closed, reconciled, and balanced with the bank. Cash balances look good. All ELF loans are current. Very concerned about MAKs and their sporadic payment schedule. What can be done about the situation? **Guild** asked about late charge enforcement. Discussion ensued on the situation and how to handle it. **Borden** responded that he would talk to them about it and see if that helps.

B. APPROVAL OF PAYMENT OF BILLS: Motion by Guild to pay the bills. Supported by Griswold. ROLL CALL VOTE: YES: Colburn, Griswold, Guild, McParland, Moore, Rasmussen, Burr. MOTION PASSED 7-0.

8. COMMITTEE REPORTS: None. Police and Ordinance Committee meetings soon.

9. APPROVAL OF MINUTES:

A. REGULAR COUNCIL MEETING August 14, 2023: McParland moved to accept the August 14, 2023, minutes. Supported by Moore. VOICE VOTE: ALL YES: MOTION PASSED 7-0.

10. NEW BUSINESS

A. UTILITY SERVICES CONTRACT (WATER TOWER MAINTENANCE) DISCUSSION: A copy of the water tank maintenance contract was provided to all council members. Borden reported that he, Tracy, and Andy went through the contract and Borden wants to meet with the new company for more details. Borden would like to have an independent inspection possibly by Dixon Water Tower. Discussion ensued and it was decided the Utility Committee, Drain, and Borden will meet.

B. SET HOURS FOR TRICK OR TREATING 2023: McParland suggested moving trick or treat hours to 6pm-8pm. Discussion ensued and it being darker out at those hours. Moore moved to set the 2023 trick or treat hours for Tuesday, October 31st from 5pm to 7pm. Seconded by Griswold. **VOICE VOTE: ALL YES: MOTION PASSED 7-0.**

11. OLD BUSINESS:

A. APPROVE TRAINING FEE FOR BS&A PROPERTY TAX SOFTWARE: Guild moved to approve the training fee, not to exceed \$1000, for BS&A Property Tax software. Seconded by McParland. **ROLL CALL VOTE: YES: Colburn, Griswold, Guild, McParland, Moore, Rasmussen, Burr. MOTION PASSED 7-0.**

B. DISCUSS DESIGN AND PRICE OPTIONS FOR EDMORE INDUSTRIAL PARK SIGN: Discussion took place. Table until October meeting.

C. ADDITIONAL 2023 SIDEWALK REPLACEMENT DISCUSSION/RECOMMENDATION: Discussion took place. **Motion by Moore, if materials compare, to authorize Skinner Masonry to finish the 255' of sidewalk work south of the alley on 3rd Street 185', and 70' on Pine Street going west with one ADA ramp, not to exceed \$8000.** Seconded by Colburn. **ROLL CALL VOTE: YES: Colburn, Griswold, Guild, McParland, Moore, Rasmussen, Burr. MOTION PASSED 7-0.**

12. PUBLIC COMMENTS: None.

13. COUNCIL COMMENTS: Griswold asked if the marihuana grow operations have started.

14. ADJOURNMENT: Motion by Griswold to adjourn. Seconded by Colburn. **VOICE VOTE: ALL YES: MOTION PASSED 7-0.**

President Burr adjourned the meeting at 8:22 p.m.

Village President

Village Clerk

Approved for Publication

NEXT MEETING: October 09, 2023