

VILLAGE OF CURTISS

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MONTHLY MEETING MINUTES

Tuesday, March 3, 2020 at 6:00 pm in the Village Hall

1. President Randy Busse called the meeting to order at 6:00 pm. Present were: Trustee Betty Rettig, Trustee Jonathan Unruh, Clerk Megan Zoellick, Deputy Clerk/Treasurer Jane Stoiber, Clerk Trainee Jennifer Frankewicz, and DPW Larry Swarr. Others in attendance: Mike Voss, Ron Kundinger, Ross Pattermann, and Rebecca Swarr (and three children).
2. Proper posting of the agenda was noted by the Village Board members.
3. Motion by Unruh, second by Rettig to approve the minutes from the February 2020 meeting with corrections. Motion carried 3-0.
4. MSA Report: MSA update given by Mike Voss: MSA recommends site excavation for ponds (lagoons) to determine the height of groundwater. Testing would include eight test pits and samples would be collected as each bucket is dug. The holes would be filled in and compacted directly afterwards. MSA would report the findings to the DNR.
 - a. Motion by Unruh, second by Rettig to approve MSA Facility Plan Amendment No. 1 for the lump sum fee of \$22,130. DPW Swarr will work with MSA to schedule an excavator. The fee of Amendment No. 1 does not include the cost of the excavator and labor for it. Motion carried 3-0.
 - b. There were no change orders, pay applications, etc to approve.
5. Public Comment:
 - a. Betty Rettig noted the lights on the overpass are out.
6. Clerk/Treasurer Report:
 - a. General fund: \$340,160.44
 - b. Utility fund: \$721,475.37
7. DPW Report: DPW Swarr reported that he submitted multiple DNR reports and declarations for the month of February. A patch applied to part of the backwash pipe isn't fully sealing and that portion of the pipe may need to be replaced. Chlorine levels are within safe parameters set by the DNR, but they are still higher than necessary when not sanitizing the system; Swarr will continue working on this. Due to chloride exceedances in the system, there are higher levels in the lagoons and therefore cannot be discharged. Some of the solvent used at Abbyland was sent to Davy Labs for testing; The goal is to see if the solvent is obscuring some of the test results. The Pork Plant sampler hose was replaced out of our stock. LW Allen is scheduled to fix well #11 on March 10th. There was dirt on the filter of one blower at the lagoons; the filter was changed and is working properly. Swarr received his wastewater certification.
8. Board business requiring discussion/action:
 - a. There were no permits/licenses to approve.
 - b. Motion by Unruh, second by Rettig to approve the monthly bills General # 2878-2894, Utility # 2415-2438. Motion carried 3-0.
 - c. Motion by Unruh, second by Rettig to approve Clark County Economic Development 2020 Dues of \$250. Motion carried 3-0.

- d. Motion by Unruh, second by Rettig to approve the 2020 lawn mowing areas as follows: Nick Wartala has declined to resume mowing around the wells. Sandy Busse will continue to mow, as she did in 2019 in the parks, around the wells, and in open areas. DPW Swarr will maintain the mowing equipment, maintain around the lagoons, and spray weeds in Village areas. Motion carried 2-0, Busse abstained from the vote.
- e. Motion by Unruh, second by Rettig to approve Express Disposal pick up on Fridays instead of Tuesdays. Express Disposal will be supplying updates for the Village to send out with the next water billing. Motion carried 3 -0.
- f. Motion by Unruh, second by Rettig to move forward with requesting recalibration of the wastewater meter at the Abbyland DC if there is significant finding of missing water. The amount of water entering the plant is significantly larger than the amount of water exiting. There was a calibration done on the wastewater meter, however, DPW Swarr was not present at the calibration, so should a recalibration be necessary he will be present. Motion carried 3-0.
- g. No action taken on updating the sand spreading policy. The Village does not want to be liable for property damages and does not want to have damage to the municipal vehicles therefore they are maintaining their stance on not plowing or sanding private properties.
- h. Motion by Unruh, second by Rettig to include the following in the "Wandering/Lost Dog Policy": move the kennel to the shop, hold any lost dogs for 72 hours, contact the Sheriff's Department regarding the dog and have them present when the owner picks the dog up to issue the necessary citations, post the dog's information online in hopes of finding the owner. Motion carried 3-0.
- i. Motion by Rettig, second by Unruh to approve street sweeping for 2020 in the Spring and Fall by Supreme Street Sweeping. The dates will be on the same dates as the company street sweeps in Gilman. Motion carried 3-0.
- j. Motion by Unruh, second by Rettig to approve R&R Wastewater's recommendations for sewer televising and jetting. Televising will be moved from a three year schedule to a four year schedule. Jetting from Abbyland DC to the Lift Station will continue to be conducted yearly. Abbyland Truck Wash to the main line is currently being conducted yearly, it has been recommended to skip a year and if that goes well, then two years can be skipped between jetting. The trailer court will continue to be jetted yearly. Motion carried 3-0.
- k. Motion by Unruh, second by Rettig to approve the proposed changes in the Building Permit Ordinance. Motion carried 3-0.
- l. Motion by Unruh, second by Rettig to approve the quote by Newswanger Electric to install ventilation timers and thermostats in the Water Treatment Plant. Motion carried 3-0.
- m. No action taken on IN-Pipe bugs; The board stands by their motion to discontinue usage when the two month supply runs out. Motion carried 3-0.
- n. Motion by Rettig, second by Busse to approve Swarr completing his water certification training and complete the exams in May. If DPW Swarr feels he needs more time he can complete the exams at a later date. The Village will reimburse Swarr for his time, pay for his exams, and allow him use of the municipal truck to travel to the exams. Motion carried 3-0.
- o. No action taken on well rehab. Brian Pietz from the DNR is still urging the Village to look for water. The Village does have options to rehabilitate their current wells and to check the butterfly valves on the wells.
- p. A start up meeting was held on February 26th for the Water Meter Project. The board was updated with everything discussed. The project will begin the week of April 13th. Motion by Unruh, second by Rettig to approve the following for the Water Meter Project:

Hydrocorp Cross-Connection Plan will be revisited at a later date, Jakel will install the meter in the man-hole at the trailer court, the Village will provide hose bib vacuum breakers to all residents, DPW Swarr will purchase the supplies for bypass wiring (grounding) when the new meters are installed (He will be reimbursed if purchased out-of-pocket.), commercial and industrial meters that are not routinely cross-connection inspected will be added to DPW Swarr's list to inspect, overtime is anticipated, DPW Swarr will use the water shut offs if valves are unusable. Motion carried 3-0.

- q. The Board is not willing to approve payment for the County Highway E Project. President Busse will work with Zach Rickman and Brian Duell to work out the differences between the final bill and the estimates.

9. Old Business:

- a. DPW Swarr gave the Board copies of the adjustments he has been making for the Abbyland sewer billing.
- b. Other old business: Security lighting was previously approved to be installed in the park. DPW Swarr will add that on his list of projects to complete. President Busse spoke with Mike Davy, Davy is still pushing for the possibility of a water rate increase. The Board requested quotes for the Community Center roof. That project was not completed and will need to be looked into this Spring along with the gutters on the office. President Busse was previously approached about an outdoor recreation plan for the Village. It was not acted upon previously and it is a five year plan so he might be approached again this year. DPW Swarr looked into becoming a member of Digger's Hotline. More information will be obtained and this will be placed on April's agenda.

10. New Business:

- a. Sosaeh will no longer be our Abbyland contact.
- b. Other new business: Due to the election and meeting falling on the same day in April, the April meeting will be moved to Wednesday, April 8th. A special meeting will be held on March 17th at 7:00 pm and will include DPW Swarr's review. Due to some concern the clerk clarified with the Board that mail sent to the Village will continue to be opened by the clerk and then dispersed as needed.

- 11. Motion by Unruh, second by Rettig to adjourn the meeting at 8:48 pm. Motion carried 3-0.

Submitted by _____ Village Clerk

Approved by _____ Village President

Approved on _____