

CALL TO ORDER

The Village of Durand Board of Trustees met in Regular Session on Monday, September 25th, 2023. The meeting was called to order by the Village President, Sheila Hoffman, at 8:21 P.M.

ROLL CALL:

Present: Trustee Waller, Trustee Cox, Trustee Clark, Trustee Dasko, Trustee Guth, Trustee Becker

Present via Teleconference: None

Absent: None

Employees: *Chief of Police*, Michael Reiman

Public Works Supervisor, Aaron Kahl

Village President: Sheila Hoffman

Village Treasurer:

Village Attorney: Darron Burke

Village Clerk: Mary Sphatt

Public: *See attached sign-in sheet*

PLEDGE OF ALLEGIANCE

MINUTES

The minutes from the September 11th, 2023 regular session were inspected. Motion was made by Mrs. Clark and seconded by Mrs. Waller to approve the September 11th, 2023 minutes of the Regular Session. ROLL CALL: Clark, yes: Cox, yes: Guth, yes: Waller, yes: Dasko, yes; Becker, yes. MOTION CARRIED. APPROVED.

PAYMENT OF THE BILLS

The Village Payroll and Benefit expenses dated September 20th, 2023 was reviewed by the board members. Motion was made by Mrs. Clark and seconded by Mr. Dasko to draw on the treasury to pay the Village Payroll and benefits dated September 20th, 2023 totaling \$15,723.34. ROLL CALL: Dasko, yes: Cox, yes: Clark, yes: Guth, yes: Waller, yes: Becker, yes. MOTION CARRIED. APPROVED.

The Village Board Bills dated September 25th, 2023 were reviewed by the board members. Motion was made by Mrs. Clark and seconded by Mr. Guth to draw on the

treasury to pay the Village Board Bills dated September 25th, 2023 totaling \$101,060.52.
ROLL CALL: Dasko, yes: Cox, yes: Clark, yes: Guth, yes: Waller, yes: Becker, yes. MOTION
CARRIED. APPROVED.

ZONING

Nothing to Report

PUBLIC COMMENT

COMMITTEE REPORTS

A. FINANCE

Jill Pepin from Community Funding Planning Services was present to discuss updates on various projects and current change orders. Dan Pepin provided an update on the multi-use path for which the Village discussed applying for the Safe Routes to School Grant. Mr. Pepin believes there are other grants which may be better suited for this project and will be researching which options are better for the Village. Denise Britnell will be starting as Village Office Manager/Treasurer on October 2nd. The Public Works Foreman position was offered to Zach Lilja and he will begin on October 10th. The Public Works Laborer position was offered to Shane Vallender with a start date to be determined. Mayor Hoffman and Trustee Clark attended Civic training and updated the board on new ideas. Solutions Bank has installed Check scanners, free of charge, which will decrease mileage and time spent on deposit trips. The Board discussed levying for Social Security and Medicare. A Public Hearing could be scheduled as early as October 23rd if the Board moves forward with discussions. The Cell Phone reimbursement stipend will be credited as \$40 on a per paycheck basis. Vacation time will be front loaded at the fiscal year. Sick time will be accrued monthly.

B. ECONOMIC DEVELOPMENT

Trustee Guth discussed the need for a Moral Welfare and Recreation Director for the village. Mr. Guth has recommended the Village hire a part time director for a Parks and Recreation Division. The Lion's Candy Day is scheduled for October 13th from 1-5 p.m. and the Stop and Sway will be held at the Methodist Church from October 5th – 7th.

C. BUILDINGS AND PARKS

Cameras will not be installed in the back of Saelen's Park at the moment but is still in the planning stages. The Board discussed the public works building bid provided by Larson and Larson. The Village Hall re-carpeting plan has been tabled as a winter project. John Levander, III was present to discuss the disc golf tournament to be held at Saelen's Park. A straw poll showed unanimous support for this event.

D. STREETS AND ALLEYS

The board discussed options for funding on the proposed multi-use path and different grant options are being explored. Recycle bins are being picked up and replaced this week. Chip and Seal will be swept this week and fog seal will begin on Washington and Elm Streets.

E. WATER AND SEWER

Due to an unforeseen sewer line failure at the Medina Lift Station, Kelsey excavating provided an emergency replacement of 2,250 feet in three days. The Board discussed the Lift Station Project Change Order Request #3 involving the increase of cost of a new electrical upgrade, and Change Order Request #4 for an increase of 10 linear feet of sewer gravity main. Mr. Aaron Kahl has also been addressing a back-up issue on Cameron Drive which has been caused by grease and also “flushable” wipes.

F. POLICE

Officer Kunkle is in the last week of phase 2 for training. A new taser was donated to the Village by Winnebago County. Updated CPR training has been scheduled.

UNFINISHED BUSINESS

- A. Motion was made by Mrs. Clark and seconded by Mr. Guth to approve Resolution 2023-16: Electric Aggregation-Pumping. ROLL CALL: Becker, yes: Cox, yes: Clark, yes: Guth, yes: Dasko, yes; Waller, yes. MOTION CARRIED. APPROVED.

NEW BUSINESS

- A. Motion was made by Mr. Guth and seconded by Mrs. Waller to approve Change Order #3 Lift Station Project. ROLL CALL: Becker, yes: Cox, yes: Clark, yes: Guth, yes: Dasko, yes; Waller, yes. MOTION CARRIED. APPROVED.
- B. Motion was made by Mr. Guth and seconded by Mr. Cox to approve Change Order #4 Lift Station Project. ROLL CALL: Becker, yes: Cox, yes: Clark, yes: Guth, yes: Dasko, yes; Waller, yes. MOTION CARRIED. APPROVED.
- C. A Straw Poll showed unanimous support for the hiring of a new Treasurer/Office Manager position as well as a Public Works Forman and laborer.
- D. Motion was made by Mrs. Waller and seconded by Mr. Dasko to approve Resolution 2023-17: Public Works Building. ROLL CALL: Becker, yes: Cox, yes: Clark, yes: Guth, yes: Dasko, yes; Waller, yes. MOTION CARRIED. APPROVED.
- E. Motion was made by Mr. Guth and seconded by Mr. Becker to approve Resolution 2023-18: Larson & Larson Alt bid for paving. ROLL CALL: Becker, yes: Cox, yes: Clark, yes: Guth, yes: Dasko, yes; Waller, yes. MOTION CARRIED. APPROVED.
- F. The Lion’s Candy Day will be held on October 13th from 1-5 p.m.

G. The Board held a poll showing unanimous support for the Disc Golf Tournament.

MOTION TO ADJOURN THE SEPTEMBER 25TH, 2023 REGULAR MEETING OF THE BOARD OF TRUSTEES

ROLL CALL: YEAS, 6; NAYS, 0; ABSENT, 0.

TIME ADJOURNED: 9:07 P.M.