

CALL TO ORDER

The Village of Durand Board of Trustees met in Regular Session on Monday, October 23rd, 2023. The meeting was called to order by the Village President, Sheila Hoffman, at 7:36 P.M.

ROLL CALL:

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

Present via teleconference: None

Absent: None

Employees: *Chief of Police*, Michael Reiman
Public Works Supervisor, Aaron Kahl

Village President: Sheila Hoffman

Village Treasurer: Denise Britnell

Village Attorney: Darron Burke

Village Clerk: Mary Sphatt

Public: *See attached sign-in sheet*

PLEDGE OF ALLEGIANCE

MINUTES

The minutes from the October 9th, 2023 Regular Session were inspected by the board members. Motion was made by Mr. Guth and seconded by Mrs. Clark to approve the October 9th, 2023 minutes of the Regular Session. ROLL CALL: Clark, yes: Cox, yes: Dasko, yes: Waller, yes: Guth, yes: Becker, yes. MOTION CARRIED. APPROVED.

PAYMENT OF THE BILLS

The Payroll bills were reviewed by the board members. A Motion was made by Mrs. Clark and seconded by Mr. Dasko to draw on the treasury to pay the payroll dated October 17th, 2023 totaling \$18,355.85. ROLL CALL: Cox, yes: Guth, yes: Becker, yes: Clark, yes: Waller, yes: Dasko, yes. MOTION CARRIED. AUTHORIZED.

The Board Bills were reviewed by the board members. A Motion was made by Mrs. Clark and seconded by Mr. Guth to draw on the treasury to pay the October 23rd, 2023

Board Bills totaling \$66,796.30. ROLL CALL: Dasko, yes: Cox, yes: Becker, yes: Clark, yes: Waller, yes: Guth, yes. MOTION CARRIED. AUTHORIZED

ZONING

The Zoning Board of Appeals met on October 19th, 2023 with 5 members present. Two Public Hearings were held. The first public hearing was for a side yard setback requested by the resident at 1608 Tranquil Place. The Board discussed the 5-foot variance on the North side of the house. After some discussion a motion was made to bring the discussion to the Village Board. The second hearing was for the property at 201 Center Street. The owners would like to build a family gaming center on the property. Conceptual display boards were presented and previewed by the board members. Discussions of the plans included lot size, drainage, parking and traffic flow. The Zoning Board has scheduled another meeting for November 2nd at 7:00 to discuss further information.

PUBLIC COMMENT

A resident was present to complain about a situation with code enforcement and confusion about mowing requirements. The board will look into the situation, as it was possibly caused by communication issues. The owner of the Durand laundromat was also present to express concerns about the plans of a family gaming center for the neighboring property. Water drainage is a major concern as well as traffic flow and parking.

COMMITTEE REPORTS

A. FINANCE

The Village received a TIF application for 401 Center Street. Several TIF items are outstanding with Kathy Orr. More information will be forthcoming on what funds will be available and more details on the newest application. The MFT 2021 audit is coming to a close. There are a few items remaining that Sheila Hoffman and Denise Britnell are working on to finish the audit. The letter drafted for the tax levy was reviewed by the board members and will be published in the Volunteer. Chapman and Cutler have sent the Village a proposal of \$500 for special counsel with the new bond reporting. The health insurance renewal for Village employees for December 1st, 2023 was distributed and reviewed. The cost increase is 7.75%. The board will vote tonight on changing the IMRF authorized agent and FOIA officer to Denise Britnell.

B. ECONOMIC DEVELOPMENT

The board continued to discuss the possibility of a new position of Morale, Welfare and Recreation director for the Village of Durand. The position would have an estimated annual cost to the Village of \$23,000, with a 20-hour work week and no benefits. The board discussed changing the Village website host. It is currently hosted by Nicolosi but KMK Media has submitted a bid for hosting capabilities. Durand C.H.A.R.M. requested \$450 for Christmas decorations for the Square. Trustee Clark recommended the assistance come from D.A.R.T.S. with Public Works assisting in the implementation of the decorations.

C. BUILDINGS AND PARKS

Drainage for the property at 201 Center Street was discussed. The board discussed the requested variance from 1608 Tranquil Place. Materials for the fill at the site of construction for the Public Works Building has been ordered and should be placed this week, with concrete to be poured right after, weather permitting.

D. STREETS AND ALLEYS

Trustee Dasko will meet with Mayor Hoffman on Thursday, October 26th to finalize Building Enforcement Files. The Board discussed the Laundromat and how the plans for the building next door may affect their business.

E. WATER AND SEWER

The Medina Lift Station is operational. The Village has used all but \$3,500 of the DCEO "Pork Money". The remainder could be used for asphalt repairs. A request was received for a water discount on multiple units at the same property while the property is being renovated. The board will discuss an agreement on tenant occupied properties. A water main broke at Fremont and Main and was repaired. A shut-off was installed to minimize the number of affected residents.

F. POLICE

Officer Kunkle is in the last week of phase three of training. In three more weeks he should be able to patrol on his own. CPR/AED training was completed on October 19th. Chief Reiman has looked into body worn cameras and decided to research further in the Spring. Chief Reiman discussed code enforcement on inoperable vehicles and the board agreed it was necessary to research procedures regarding enforcement.

UNFINISHED BUSINESS

A.

NEW BUSINESS

- A. Motion was made by Mrs. Clark and seconded by Mr. Dasko to approve Resolution 2023-19: Chapman and Cutler, LLP: Bonds Special Counsel \$500. ROLL CALL: Becker, yes: Guth, yes: Clark, yes: Cox, yes: Dasko, yes: Waller, yes. MOTION CARRIED. APPROVED.
- B. D.A.R.T.S. will be considering the donation request made by Durand C.H.A.R.M. in the amount of \$450 for Christmas decorations on the square.
- C. Motion was made by Mrs. Clark and seconded by Mr. Guth to approve Resolution 2023-20: IMRF Authorized Agent: Denise Britnell. ROLL CALL: Becker, yes: Cox, yes: Clark, yes: Dasko, yes: Guth, yes: Waller, yes. MOTION CARRIED. APPROVED.
- D. Motion was made by Mr. Guth and seconded by Mrs. Waller to approve Resolution 2023-21: FOIA Officer: Denise Britnell. ROLL CALL: Becker, yes: Cox, yes: Clark, yes: Dasko, yes: Guth, yes: Waller, yes. MOTION CARRIED. APPROVED.
- E. Motion was made by Mr. Guth and seconded by Mrs. Clark to approve the Raffle Request submitted by Durand C.H.A.R.M. for a guess the number of candies 50/50 raffle to be held on the Square during the Halloween celebration. ROLL CALL: Becker, yes: Cox, yes: Clark, yes: Dasko, yes: Guth, yes: Waller, yes. MOTION CARRIED. APPROVED.
- F. Girl Scout Cookie Sales will be held from January through March of 2024.

MOTION TO ADJOURN THE OCTOBER 23rd, 2023 REGULAR MEETING OF THE BOARD OF TRUSTEES

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

TIME ADJOURNED: 8:17 P.M.