

Newberry Village Council  
Regular Meeting Minutes  
August 21, 2017

**Present:** President DeWitt, Trustees: Baynton, Brown, Hendrickson, Medelis.

**Absent:** Dishaw.

**Also Present:** Village Manager - James-Mesloh, Assistant Village Manager - Vallad, Finance Manager - Jordan, Director of Human Resources & Community Engagement – Watkins, Superintendent WWTP - Blakely, W&L Superintendent - Perry, Ordinance Enforcement Officer - Fossitt, Fire Chief – Wendt, Clerk – Schummer, Jim Diem, Robert Stevens, Donald Ratliff, Ben Adams, Dan Hardenbrook, Dave Fall, Vicki Fall, Susan Bergman, Charlie Mesloh, Chuck Lawson, Mary Archambeau, Lynn Salter, John Bergman, Steve Stiffler, Don Jones, Mike Schnorr, Kirby Wendt, Eric Buckler, Michael Pond, Donald Wright.

**Call to Order:** President DeWitt called the meeting to order at 6:00 p.m. at the Village of Newberry Administration Building. The Pledge of Allegiance was recited.

**Approval of Agenda:** Moved by Brown, support by Hendrickson, **CARRIED**, to approve the agenda with one deletion due to duplication. Ayes: All. Absent: Dishaw.

**Minutes:** Moved by Brown, support by Medelis, **CARRIED**, to approve the July 17, 2017 regular meeting minutes as written. Ayes: All. Absent: Dishaw.

**Public Comments on Agenda Items:**

-Lynn Salter, 315 W. John Street – Concerned about having to pay the flat rate, as she owns 2 homes with one being empty. Doesn't feel it's fair she will have to pay for other people, who don't conserve water, with the flat rate.

-Dave Fall, 411 E. Ave. B – Thanked Village and DPW crew for putting-up with the car show over the years and that he and Vicki will not be organizing the show in the future and hopes someone will step-up to do it.

-David Kinney, 301 Newberry Ave. – He stated he is impressed and happy with the new playground equipment at the Atlas Park and what is happening at the TORC project. He also stated he is worried for the people who are going to be hit hard with the rate increase and feels it will be detrimental for Village growth.

-Mike Schnorr, 396 E. Truman – Wondering how the Village incurred 8 million dollars of debt.

-Mary Archambeau, 103 W. Helen – She stated she was being the voice of people who cannot afford to pay for the rate increase. She is very worried that a lot of people, including many elderly people in this town, just don't have the money to pay. She asked the Council to revisit their decision. Mary also asked for and received permission to use the Village garage for the Santa Sleigh again this year.

- Don Jones, 514 E. Ave. B – Asked if there had been any studies done. Said that there are a lot of red flags on doors and if they can't pay their bills now, how will they with the rate-hike? Asked why would anyone want to start a business here if you can't drink the water.

- Steve Stiffler, 202 Newberry Ave. – was concerned at the level the rates went-up and how it was rolled-out.

-Susan Bergman, 411 E. Ave. A. – She is seeing so many red stickers on doors, people can't afford now, how will they pay with rate increase.

-Eric Buckler, 414 W. Ave. C – Stated there was a rate study done by AECOM over 3 years ago. Wanted to know why the Council didn't have the information from that study when making their decision to raise the rates. He asked how Village can afford to buy new trucks, stickers, and buildings and pay all the new management positions and questioned what the operational budgets are now.

-Donald Wright, 8358 Co. Rd. 387 - He represents a church, which has a lot of people coming in for help with their bills. If it weren't for his grandkids and the church, he would move out.

### **Village President's Announcements:**

- 1.) Resignation of Trustee Dishaw. Moved by Brown, support by Medelis, **CARRIED**, to accept Trustee Dishaw's resignation. Ayes: All.
- 2.) Medelis stated there is a rate policy meeting scheduled for August 23<sup>rd</sup> where peoples' concerns will be discussed.

### **Submission of Bills and Financial Updates:**

- 1.) Village of Newberry – Monthly Bills. Moved by Hendrickson, support by Baynton, **CARRIED**, to approve the July 2017 bills as presented with one correction being a TORC bill charged to the Fire Department. Discussion followed. Ayes: All.
- 2.) Village of Newberry - Cash Balance – June 2017. Reviewed.
- 3.) Village of Newberry – Financial Statement – July 2017. Reviewed.
- 4.) Water & Light - Monthly Bills - July 2017. Reviewed.
- 5.) Water & Light – Cash Balance – June 2017. Reviewed.
- 6.) Water & Light – Financial Statement – June 2017. Discussed and Reviewed.
- 7.) Request for Disbursement of Funds
  - a. AECOM – Water Distribution System: Mike Pond, of AECOM, presented and answered questions.
  - b. Moved by Medelis, support by Brown, **CARRIED**, to pay AECOM PA #16 in the amount of \$137,999.97. Discussion followed. This will bring the retention from 5% to 2.5%. Ayes: All.
  - c. Change Order #9:
    - i. Date Change request to October 31, 2017
    - ii. Reduce Cost - \$824.41Moved by Brown, support by Baynton, **CARRIED**, to approve Change Order #9. Discussion followed. Brown asked Mr. Pond what the plan was to make sure that there would be good grass by October 31<sup>st</sup>. The problem from the start was a poor topsoil choice. The herbicide seems to have worked for getting rid of the weeds. Pond stated there is a 1-year warranty from final acceptance, however he hopes to get this grass issue resolved. Ayes: All.
  - d. Amendment 4 – Moved by Brown, support by Medelis, **CARRIED**, to approve Amendment #4 for the proposed change of \$1,896.38. Discussion followed. Ayes: All.

Request for Disbursement of Funds - Drinking Water Revolving Fund (DWRF) and Clean Water State Revolving Funds (SRF/SWQIF). Chuck Lawson gave an update of the project and answered questions. Lawson stated we are still withholding \$261,000. Lawson also stated that a new grinder will be purchased as the cost of the new grinder will cost approximately the same as having the old one rebuilt.

- a. Moved by Brown, support by Medelis, **CARRIED**, to pay C2AE - invoice #64756, in the amount of \$4,863.02, August 2017, pay when paid. Discussion followed. Ayes: All.
- b. Moved by Medelis, support by Baynton, **CARRIED**, to pay C2AE, Request #23 in the amount of \$78,010.00, August 2017. Discussion followed. Ayes: All.
- c. Moved by Hendrickson, support by Baynton, **CARRIED**, to pay Change Order #6 (#3 Arch) – C2AE Bulletin #7 – in the amount of \$11,185.82, #12 – in the amount of \$19,673.67, and COR #7 in the amount of \$5,364.79 for a total of \$36,224.28. Discussion followed. Ayes: All.

**Petitions and Communications:** None

**Introduction and Adoption of Ordinances and Resolutions:**

1. Changing Signatories for Banking Accounts Village of Newberry: Moved by Medelis, support by Baynton, **CARRIED**, to authorize John DeWitt, Sharon Brown, Terese Schummer, Jennifer James-Mesloh, Mary Jordan, and Allison Watkins to sign signature cards for Village bank accounts. All checks are required to have (2) signatures. Ayes: All.
2. Changing Signatories for Banking Accounts Water and Light: Moved by Brown, support by Baynton, **CARRIED**, to authorize John DeWitt, Charles Medelis, Terese Schummer, Jennifer James-Mesloh, Mary Jordan, and Allison Watkins to sign signature cards for Water & Light bank accounts. All checks are required to have (2) signatures. Ayes: All.
3. Appointment of Trustee: Moved by Brown, support by Baynton, **CARRIED**, to accept the Village President’s recommendation to appoint Dan Hardenbrook to the vacant seat on the Village Council, created by the death of Brian Zimmerman. Ayes: All. Clerk Schummer swore in Dan Hardenbrook.
4. Trustee Vacancy: Moved by Brown, support by Hendrickson, **CARRIED**, to adopt the Trustee Vacancy Resolution. Vacancy due to resignation of Harold Dishaw. Ayes: All.

**Reports of Village Officers and Management:**

- A.) Treasurer Report – July 2017: The treasurer report was filed as read.
- B.) Fire Chief: Chief Wendt gave his report. A couple more trainees have been certified. One of the fire trucks is now paid for.
- C.) Ordinance Enforcement Officer: Fossitt gave a verbal as well as written report (attached). He stated in the future he would be going to talk to the property owners before a notice is sent out.
- D.) Director of Human Resources & Community Engagement: New Director, Allison Watkins, was introduced to the Council.
- E.) Superintendent of Wastewater Treatment Plant: Superintendent George Blakely gave a verbal as well as written report (attached). Blakely stated that the School wasn’t interested in letting the Village use their property for sludge dumping, however they left the door open for the future. Borrowed inspection camera from prison and was able to take some picture inside the pipe. Working on establishing Biosolids Program.

- F.) Water & Light Superintendent: Matt Perry gave a verbal as well as written report (attached). Repaired guy wire at 4-mile corner. There were a few outages and power surges that the crew took care of. The apprentices will start the new program in September. The crew did the water samples for lead and copper.
- G.) Superintendent of Parks and Recreation: Report given by James-Mesloh and Brown. The playground equipment is being installed and the mulch is being put down at Atlas Park. The park will still be getting grills, picnic tables and benches. For the TORC project - posts have been set for the installation of the handicap swing and the parking lot is being paved. This was paid for with a combined grant between the DEQ and the DNR. They are looking at doing an extreme obstacle course at the TORC.
- H.) Assistant Village Manager: Vallad gave a verbal report. Trees Inc. will be here at the end of the month to brush again. DPW has been working on the TORC and Atlas Park. We will be hiring an additional seasonal employee. Did flushing last month. Vallad addressed the raising of rates, stating that every scenario has been gone through.
- I.) Village Manager: James-Mesloh stated staff had been working hard on the water rate structure. Once the rate was set, information letters were sent out to residents. Information was also put out regarding the methods to pay the W&L bills. MBank will now also take cash when customers pay their W&L bills there. The Village phones have been changed to Verizon, saving money. Staff in the field now have Village work phones instead of using their personal phones. There was no interest shown for the Village property that was up for bid. Some of the office staff went to working 4 days at 10 hours on a trial basis.

### **Reports of Boards:**

- 1.) Water & Light Board Meeting from Tuesday, August 15, 2017: Medelis gave the report. Stated there was a lot of public comment at the last meeting. There is an opening for a Board Member at Large. This is a person who lives outside of the Village limits but uses Village services.
  - a. Commercial & Large Use Meeting:
  - b. W&L Policy Review: Council was given a copy of current W&L policies with suggested revisions included. A W&L policy meeting will be held Aug. 23<sup>rd</sup>.
- 2.) Planning Commission Meeting: The last meeting was held July 24<sup>th</sup>. They reviewed current land and future land use maps. The Ordinance Enforcement Officer visited all the properties, which helped the Commission evaluate whether the property was vacant, commercial, or residential so they can be categorized. This information will be used to help draft the Master Plan. Next meeting will be August 28<sup>th</sup>. The Council was given a copy of the Newberry Action Plan Prioritization Survey and asked to fill it out. This survey will help assign a priority level and time frame for implementation to each action in the Master Plan.

### **Committee Reports:**

- 1.) DPW/WWTP Committee: None.
- 2.) Finance Committee: None.
- 3.) Fire Committee: Next meeting is in October.
- 4.) Management Committee: None.
- 5.) Ordinance Committee: None.

- 6.) Project Rising Tide: Next meeting is August 28<sup>th</sup>.
- 7.) Strategic Health Alliance: Around 40 people attended the kick-off event of disc golf.
- 8.) Safety Committee: James-Mesloh stated that they are following-up with John Bodner regarding the safety audit.
- 9.) Save the Bells: James-Mesloh and Schummer gave the report. The group meets weekly on Thursdays at 5:30 at the Old 41-Lumber building. Matt Perry stated the estimates for the electrical strips would cost between \$13,000 to \$16,000. The project is coming along with a lot of volunteer help.

**Unfinished Business**: None

**New Business**: None

**Public Comment**: Samples of the comments made are as follows:

Vicki Fall, 411 E. Ave. B – Asked about the grass restoration being done.

Jim Diem, Newberry News – Asked for an update on the recycling bins.

Mike Schnorr, 306 E. Truman – Asked how many Village employees there are.

Don Jones, 514 E. Ave. B – Feels the Village isn't tightening their belt and need to make cuts.

Terese Schummer, 214 W. Truman – Feels the Village is running the best it has since coming to meetings for 5 years.

Eric Buckler, 414 W. Ave. C – Doesn't feel there has been enough disclosure by the Village.

Kirby Wendt, 517 W. Victory Way – Residents have no option and will have to pay the increase.

He is worried about the senior citizens. He doesn't like the office being closed for paying bills.

Feels the website is in need of updating. Asked to see budget.

**Comments by Council Members**: Hendrickson stated that the Council is very understanding and cognizant of the hardship this rate will impose on residents, especially retirees and senior citizens. As a Council member he has been elected to do the business of the Village and doesn't want to see the Village go into default. Hopes the policy will be able to be adjusted to somehow help the low income and senior citizens. President DeWitt stated that the decision to raise rates was very difficult, his mother and other family members live in the Village and it will be difficult for them as well, but a decision had to be made.

**Adjourn Meeting**: **Moved** by Medelis, support by Baynton, **CARRIED**, to adjourn the meeting at 8:39 p.m. Ayes: All.

These minutes are unofficial until voted on at the next meeting.

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Terese Schummer, Clerk

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John Dewitt, Village President