

Newberry Village Council  
Regular Meeting Minutes  
September 17, 2018  
302 East McMillan Ave.  
6:00 p.m.

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

**Absent:** Hardenbrook, Hitts.

**Also Present:** Village Manager - James-Mesloh, Assistant Village Manager – Vallad, Superintendent WWTP - Blakely, Clerk – Schummer, Lori Stokes, Chuck Pipes, Sterling McGinn, Rebecca Handa, Jackie Perry, Matt Perry, Chuck Lawson.

**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 Medelis, **CARRIED**, to approve the agenda as presented. Discussion followed. Ayes: All. Absent: Hardenbrook, Hitts.

**Minutes:** Moved by Hendrickson, support by Brown, **CARRIED**, to approve the August 20, 2018, regular session minutes as written. Ayes: All. Absent: Hardenbrook, Hitts.

**Village President’s Announcements:**

- 1.) Presentation of Proclamation: Village President Dewitt presented a framed proclamation commemorating the retiring Superintendent of Water and Light, Matthew Perry’s, years of service to the Village.
- 2.) Resignation of Village Treasurer: Moved by Dishaw, support by Hendrickson, **CARRIED**, to accept the letter of resignation, dated September 17, 2018, from Rodney Kisro as Village Treasurer. Ayes: All. Absent: Hardenbrook, Hitts.
- 3.) Committee Appointments and Committee Review of Issues. A document showing current committee members and openings was reviewed.

**Public Comments on Agenda Items:** None.

**Submission of Bills and Financial Updates:**

- 1.) Village of Newberry – Monthly Bills. Moved by Brown, support by Dishaw, **CARRIED**, to approve the August 2018 bills as presented, in the amount of \$111,896.30. Discussion followed. Ayes: All. Absent: Hardenbrook, Hitts.
- 2.) Village of Newberry - Cash Balance – August 2018. Reviewed.
- 3.) Water & Light monthly bills for July 2018: Moved by Brown, support by Hendrickson, **CARRIED**, to pay the August Electric Fund in the amount of \$136,972.41. Discussion followed. Ayes: All. Absent: Hardenbrook, Hitts. Moved by Medelis, support by Brown, **CARRIED**, to pay the August Water Fund in the amount of \$13,051.95. Discussion followed. Ayes: All. Absent: Hardenbrook, Hitts.
- 4.) Christmas Lights Fund – as of 8/31/18 - \$14,499.38.
- 5.) Water & Light – Cash Balance – August 2018 - Reviewed.
- 6.) Treasurer’s August 2018 Report - Accepted by Council as presented.
- 7.) Request for Disbursement of Funds – Stormwater/Asset Management/Wastewater (SAW) Grant Program. Chuck Lawson updated the Council on the project. Moved by Brown, support by Hendrickson, **CARRIED**, to pay request #5, in the amount of \$4,709.08. Discussion followed. Ayes: All. Absent: Hardenbrook, Hitts.

**Petitions and Communications:** Village Attorney, Jeff Jocks, appeared by phone to discuss and answer questions regarding the following memos and draft of Ordinance A:

- 1.) Legal Memo from Jeff Jocks: Certification of Delinquent Bills to Tax Rolls.
- 2.) Legal Memo from Jeff Jocks: Utility Bills for Rental Properties.

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

1.) Review Draft Version – Ordinance A: Ordinance Relative to the Management Control, and Use of the Water and Light Plants and Distribution Systems of the Village of Newberry. Discussion followed.

**Reports of Boards:**

- 1.) Water & Light Board Meeting from Tuesday, September 11, 2018: Medelis gave the report.
- 2.) Planning Commission Meeting: Next meeting is scheduled for Monday, September 25, 2018.

**Reports of Village Officers and Management:**

- A.) Fire Chief: Absent.
- B.) Ordinance Enforcement Officer: Fossitt submitted a written report.
- C.) Director of Human Resources & Community Engagement: Absent. FOYA report presented.
- D.) Superintendent of Wastewater Treatment Plant: Blakely gave a verbal as well as written report.
- E.) Superintendent of Water & Light: Joe Lively – Working Foremen, submitted a written report.
- F.) Superintendent of Parks and Recreation: James-Mesloh gave a verbal and written report.
- G.) Assistant Village Manager: Vallad gave a verbal and written report and presented charts.
- H.) Village Manager: James-Mesloh gave a written as well as a verbal report. She stated that there is going to be an Audit Presentation at a Village Council, Special Session, scheduled for October 3, 2018 at 6:30 p.m. in the school auditorium. Representatives from the Department of Treasury and Plante Moran will be participating in the presentation. The format for Utility billing will be changed from the postcard form to letter form after the next billing cycle. Payment methods for utilities now include: pay by credit card online or by phone or in the office, mail, ACH, e-check online, drop off at local banks, drop-box, and in the office. There will be an electronics-recycling pick-up on Saturday, November 3<sup>rd</sup>, details at the next meeting.

**Committee Reports:**

- 1.) Project Rising Tide: The next meeting is Monday, September 24, 2018.

**Unfinished Business:**

1.) Payment of Delinquent Utility Accounts: The Village Manager gave an update. She stated that \$15.14 was collected this month.

**New Business:**

1.) Verizon Cell Tower: Moved by Brown, support by Hendrickson, **CARRIED**, to approve the proposed site plan presented to Council from Verizon. Ayes: All. Absent: Hardenbrook, Hitts.

2.) Appointment of Village Treasurer: Moved by Dishaw, support by Brown, **CARRIED**, to accept the recommendation of the Village President to appoint Charles Medelis as the Village Treasurer. Ayes: DeWitt, Brown, Dishaw, Hendrickson. Abstain: Medelis. Absent: Hardenbrook, Hitts.

3.) Resolution Revising Signatory for Tax Banking Accounts: Moved by Dishaw, support by Brown, **CARRIED**, to accept the resolution to revise the signatory for the tax bank accounts, naming Jennifer James-Mesloh and John DeWitt, with the addition of Charles Medelis and Sharon Brown, also to include the requirement that there must be two signatures on the document. Ayes: All. Absent: Hardenbrook, Hitts.

4.) Discussion of Confidential Attorney/Client Privileged Memo Concerning Sewer. Council went into closed session to discuss.

**Council Goes Into Closed Session:** Moved by Brown, support by Hendrickson, **CARRIED**, to go into closed session to discuss the confidential attorney/client privileged memo, concerning sewer. Roll call vote: Ayes – DeWitt, Brown, Dishaw, Hendrickson, Medelis. Absent: Hardenbrook, Hitts. Council went into closed session at 7:29 p.m.

**Council Comes Out of Closed Session:** Moved by Brown, support by Medelis, **CARRIED**, that Council come out of closed session and return to open session. Roll Call Vote: Ayes – DeWitt, Brown, Dishaw, Hendrickson, Medelis. Absent: Hardenbrook, Hitts. Council returned to open session at 8:36 p.m.

**Council Action:** None taken.

**Public Comment:** Comments were heard from: Lori Stokes – 301 W. John, Rebecca Handa – 108 E. Ave. B., Chuck Pipes – 212 W. Truman.

**Comments by Council Members:** Comments heard from: Medelis, Hendrickson, Dishaw.

**Adjourn Meeting:** Moved by Medelis, support by Dishaw, **CARRIED**, to adjourn the meeting at 8:50 p.m. Ayes: All. Absent: Hardenbrook, Hitts.

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