

The regular board meeting was held on December 26<sup>th</sup>, 2018 at the Warren Village Hall at 7pm.

President Raisbeck called the meeting to order at 7pm. The Clerk recorded the minutes.

Wayne Raisbeck, Tom Fernstaedt, Wayne Wubbena, Kirk Raab, Kelly Raab, and Donna Doubler were present. Also present were Tracie Perry, Donna Breed, and Don Hawes. Attorney Michael Toepfer was absent.

Ki. Raab made a motion to approve Travus Albrecht to attend the meeting electronically, second by Fernstaedt. A voice vote was taken, all responding aye. Motion passed and carried. Perry called Albrecht at 7:01pm.

The minutes from the last meeting were presented. Ke. Raab made a motion to approve the minutes as printed, second by Ki. Raab. A voice vote was taken, all responding aye. Motion passed and carried.

The bill list totaling \$40,404.08 was presented. Ki. Raab made a motion to pay the bills as printed, second by Doubler. Roll call was taken, all responding yes. Motion passed and carried.

**Public Comments:** No Report

**Attorney Comments:** No Report

**Finance:** Chair Ki. Raab presented the Clerk and Treasurer Reports. Ki. Raab made a motion to accept the Clerk and Treasurer Reports as printed, second by Doubler. Roll call was taken, all responding yes. Motion passed and carried.

**Public Safety:** Chair Ki. Raab presented the November Police Activity Report.

**Buildings:** Raisbeck reported that the Festival of Trees is still going on at the Community Building. He also reported that the furnace has been working well since it has been repaired.

**Streets:** Chair Ke. Raab reported that she will be setting up the budget meeting sometime in January.

**Ordinance:** No Report

**Local Improvements/ Economic Development:** No Report

**Personnel:** Chair Doubler reported that she will be following up with Dan a little bit more.

**Sewer:** Raisbeck reported that Scott Raisbeck passed his test on December 10<sup>th</sup>, 2018 and is now a full time operator. Scott is asking for retro pay back to December 10<sup>th</sup>, he gets a .40 cent raise now that he has passed all of his tests and is a full time operator. Fernstaedt made a motion to approve Scott's retro pay back to December 10<sup>th</sup> when he passed the test, second by Ki. Raab. All responding yes. Motion passed and carried.

**Water:** Chair Wubbena reported that Lyons Well has been working on installing the new casing and pump on well #2. There is roughly 360 feet of old casing, Dan and Todd would like to keep around 60 feet. Lyons offered to buy the old casing, around 300 feet, for \$1.00 per foot. Wubbena made a motion to sell the old casing for \$1.00 per foot to Lyons Well, second by Albrecht. Roll call was taken, all responding yes. Motion passed and carried.

Wubbena made a motion to allow Dan and Todd to purchase new lanyards that attach to their harnesses in the amount of \$93.95 apiece and this will be paid out of the Water Tower fund, second by Ki. Raab. Roll call was taken, all responding yes. Motion passed and carried.

Wubbena also reported that the guys have been working on the mandatory EPA lead service line survey.

Long will be taking his test in early January. He would like to attend the Class C Operator's workshop on February 27<sup>th</sup> and 28<sup>th</sup> in Geneva. Wubbena moved to authorize Dan to go this workshop and to pay for his registration fee and one night lodging, second by Ki. Raab. Roll call was taken, all responding yes. Motion passed and carried.

Wubbena reported he will be setting up a committee meeting to discuss the budget in the first half of January.

**TIF:** Chair Doubler presented the Warren School District Inducement resolution. Doubler made a motion to approve the Warren School District's Inducement Resolution, second by Ki. Raab. Roll call was taken, all responding yes. Motion passed and carried.

Ki. Raab presented a letter of intent from Shawn Saunders from Saunders Insulation. This is for another phase of completing his building. The projects he has already started are not listed in this letter. Ki. Raab did comment that he has taken pictures on the projects that he has not started. Ki. Raab made a motion to approve his letter of intent for Saunders Insulation, second by Ke. Raab. Roll call was taken, all responding yes. Motion passed and carried.

**Zoning:** No Report

**New Business:** Ki. Raab made a motion to allow Donna Breed to transfer \$2,860 from the Cell Tower Savings Account to the water checking account for the A-1 Electric invoice after the board receives the final invoice and it is approved at a board meeting, second by Doubler. Roll call was taken, all responding yes. Motion passed and carried.

Ki. Raab made a motion to allow Donna Breed to transfer \$7,700 from the Insurance Savings Account and \$26,307 from the Street Special Contingency Savings for the AJ Gallagher invoice of 12/26/18, second by Fernstaedt. Roll call was taken, all responding yes. Motion passed and carried.

Ki. Raab made a motion to allow Donna Breed to transfer \$3,950 from the Street Special Contingency Savings account to the Audit Checking for the Wipfli invoice of 11/12/18, second by Doubler. Roll call was taken, all responding yes. Motion passed and carried.

Ki. Raab made a motion to allow Donna Breed to transfer \$2,860 from the Cell Tower Savings Account to the water checking account for the A-1 Electric invoice that was on the December 10, 2018 bill list, second by Wubbena. Roll call was taken, all responding yes. Motion passed and carried.

Raisbeck presented a letter from the school for donations being accepted for the Cash Bash. The board agreed to support the school athletes. Ki. Raab made a motion to be a Diamond Sponsor for \$400 for the Warren School District Cash Bash with setting guidelines and a budget line item, second by Ke. Raab. Roll call was taken, Fernstaedt, Ki. Raab, Wubbena, Doubler, Ke. Raab voted yes, Albrecht abstained. Motion passed and carried. The Trustees will meet and set guidelines for donating money to causes and will have a line item added to the budget.

Raisbeck reported that Com Ed will be in town assessing all of the street lights in town. Ke. Raab would like to have some street lights added on Tisdal Avenue going out to Dollar General since it is so dark. Raisbeck will contact Com Ed and see what the options are.

Ki. Raab made a motion to accept the American Legal Publishing bid, second by Ke. Raab. Roll call was taken, all responding yes. Motion passed and carried.

Ki. Raab made a motion to adjourn, second by Doubler. A voice vote was taken, all responding aye. Motion passed and carried. Meeting was adjourned at 7:34pm.