

**VILLAGE OF HOWARDS GROVE  
PUBLIC HEARING & BOARD MEETING MINUTES  
DECEMBER 18th, 2018**

- I. Call To Order: President Scheiber called the meeting to order at 6:30pm
- II. Verification of Meeting Duly Noticed and Roll Call. It was noted that the meeting notices were properly posted. Roll call indicates Trustees present included Dirk Hudson, Jeff Plass, Lee Kunze, Chris Heili, Henry Verfuether, Connie Meyer, and Jim Scheiber. In attendance was Steve Ottman.
- III. Approval of December 5th 2018 Board Meeting Minutes.  
Trustee Plass made a motion to accept the minutes as presented. Trustee Hudson seconded the motion. Motion carried 7-0.
- IV. Public Comments: no one was in attendance for public comments.
- V. Public Meeting Notices:
  - A. Finance Committee; Wednesday, January 2, 2019 @ 5:00 pm.
  - B. Finance Committee; Tuesday, January 15, 2019 @ 6:00 pm.
  - C. Village Board; Tuesday, January 15, 2019 @ 6:30 pm.
- VI. Discuss request for bridge dedication to Gaylord Prange Jr and recommendation.  
Trustee Heili recommended that a park bench be dedicated to Mr. Prange. A discussion followed that standards for the specifications and type of park bench be established as well as ownership and maintenance responsibility. Trustee Heili was assigned to develop an agreement for dedicating a park bench to be brought to a future board meeting for approval. Trustee Scheiber to notify Jill Mattson.
- VII. Public Works:
  - A. Motion Kunze/2nd Plass to approve annual maintenance contract for J&H controls.  
Motion carried 7-0
  - B. Recommendation for sidewalk snow removal regarding ordinance 335-10 - No Action Taken.
  - C. Recommendation for when to start sewer billing for new homes. Tabled.
- VIII. President's Report:
  - A. Motion Scheiber/2nd Kunze to Appoint Stacy Grunwald interim Deputy Clerk Treasurer  
Motion carried 7-0.
  - B. Motion Scheiber/2nd Plass to approve memorandum of understanding for Stacy Grunwald  
Motion carried 7-0.
  - C. Motion Scheiber/2nd Heili to approve Schenk engagement letter for Clerk Treasurer services  
Motion carried 7-0.
  - D. Motion Scheiber/2nd Plass to approve Civic Plus to update the village website to latest software  
Motion carried 7-0.
- IX. Finance:
  - A. Motion Plass/2nd Hudson to approve the Village & Sanitary Vouchers. Motion carried 7-0
- X. Motion Scheiber/2nd Plass to reconsider New 1 - year operators license application for Ryan

David Biro. Motion carried 7-0

**XI.** Motion Scheiber/2nd Plass to approve New 1- Year Operators License Application for Ryan David Biro. Motion carried 7-0

**XII.** Personnel:

**A.** Update on hiring of Clerk Treasurer and Deputy Clerk - Trustee Plass indicated we have four potential Clerk Treasurer candidates that the village is calling to set up interviews with.

**XIII.** Correspondence - Trustee Hudson received correspondence from the Howards Grove Athletic Association requesting a permanent fence at Memorial Park to be paid by the HGAA.

**XIV.** Motion Plass/2nd Kunze to Adjourn. Motion carried 7-0, meeting adjourned at 7:09pm.

Respectfully Submitted 12/19/18

Jim Scheiber