

**VILLAGE OF HOWARDS GROVE  
BOARD MEETING MINUTES  
OCTOBER 16, 2018**

- I.** Call To Order: President James Scheiber called the meeting to order at 6:31 pm.
- 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 Jeff Plass, Lee Kunze, and Chris Heili. Trustees Dirk Hudson, Henry Verfuether, and Connie Meyer were absent. Also in attendance was Steve Ottman of the Plymouth Review, Pat Coop, Wendy Varish, Richard Miller, Clerk/Treasurer Jo Ann Lesser, and Public Works Director Ryan Welsing.
- III.** Approval of October 2, 2018 Meeting Minutes: Trustee Heili made a motion to approve the minutes as presented. Trustee Plass seconded the motion. Motion carried, 4-0.
- IV.** Public Meeting Notices: It was determined to move the meetings from November 6<sup>th</sup> due to the election to Thursday, November 8, 2018.
- V.** Public Comments: Pat Coop of 507 Van Buren Circle indicated that she was in attendance to help resolve her fence issue.
- VI.** Plan Commission:
  - A.** Recommendation to the Village Board for the Certified Survey (CSM) for Richard and Jennifer Miller of 1214 Forest Hills Drive. The Miller's are requesting to combine lot 22 and lot 43 of the Forest Hills Subdivision: Trustee Heili made a motion to approve the CSM for Richard Miller as presented. President Scheiber seconded the motion. Trustee Kunze made a statement that he felt that by approving the CSM the village is creating a shortfall in the tax base for the village. Kunze went on to further explain that a subdivision plat is approved based on all the lots being sold and built upon, if the village continues to allow the joining of lots it reduces its chances of building the tax base. President Scheiber called for the vote. The motion ended in a tie vote, 2 nays and 2 ayes. It was determined that Clerk/Treasurer Lesser will contact the village attorney for guidance on the tie vote.
- VII.** President's Report:
  - A.** Work-in-Progress Report-FEMA Mapping, Traffic Issues, TID #2, Property Maintenance within the village: After reviewing the list it was noted that there were no changes to make. It was requested to have the pool fence for Melissa and Jason Kimme added to the list, as well as the fence issue for Keith and Pat Coop.
- VIII.** Approval of the Joint Powers Agreement for 911 Emergency Service for Calendar year 2019: Clerk/Treasurer Lesser indicated that the contract is the annual agreement between the village and the sheriff's department for 911 service. Trustee Kunze made a motion to approve the 2019 agreement for 911 dispatch service. Trustee Plass seconded the motion. Motion carried, 4-0.
- IX.** Finance:
  - A.** Approval of Village & Sanitary Vouchers: Trustee Plass made a motion to approve the vouchers and checks as submitted. Trustee Heili seconded the motion. Motion carried, 4-0.
- X.** Public Works:
  - A.** Recommendation to Enforce the Snow and Ice Removal from Sidewalks-Ordinance 335-10: There was a mutual agreement of the board members that the current ordinance needs to be enforced. It was also determined that a letter will be mailed to each property owner that has sidewalk abutting their property informing them of the enforcement.
  - B.** Adopt Resolution 2018-05 Amending the 2018 Budget to Allocate Designated Machinery Fund Balance of \$28,089.66 for the Purchase of a New Pick-up Truck: Trustee Kunze made a motion to approve the resolution amending the 2018 budget allocating fund balance to pay

for the purchase of a new pick-up truck. Trustee Plass seconded the motion. Motion carried, 4-0.

**XI.** Clerk/Treasurer:

- A.** Approval of New 1-Year Operator License Applications for Alyssa Ordonez and Vanessa Levy: Clerk/Treasurer Lesser indicated that criminal background checks were completed and were satisfactory. Trustee Plass made a motion to approve the operator licenses as submitted. Trustee Kunze seconded the motion. Motion carried, 4-0.

**XII.** Correspondence: None

**XIII.** Adjourn: The meeting adjourned at 8:03 pm.

Respectfully submitted,

Jo Ann Lesser, CMC, WCMC  
Clerk/Treasurer