**VILLAGE OF WESTPHALIA**

***COUNCIL MEETING***

***June 3, 2024***

The meeting of the Westphalia Village Council was called to order by President Tim Fandel at 7:00 p.m. and opened with the Pledge of Allegiance given to the flag.

***Council Members in Attendance:***

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| Tim Fandel, President | Kevin Krzeminski | Tanner Droste | Jim Pivarnik |
| David Boswell, Clerk | Bill Schmitt | Steve Miller | Phil Smith |

***Minutes & Agenda:*** Member Pivarnik made the motion, supported by Member Schmitt, to approve the minutes of the previous meeting as presented and the agenda for tonight’s meeting, as presented. Motion carried.

***Appointments***: There were no appointments.

***Guests:*** Guests in attendance included:

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| David Pohl, Clinton County Commissioner, provided Council with an update on activities at the County level, including:   * The Sheriff’s office requested approval to use forfeiture funds and other non-budget sources to purchase new duty firearms for road patrol, court security, and corrections transport staff. * The Board of Commissioners approved revised rental agreements for the 4-H Fairgrounds and the buildings of the property. Also, insurance requirements were updated. * The Board of Commissioners approved the Parks and Greenspace recommendation to name the Pratt Road park property “Clinton Trails County Park.” * Renewed the agreement with Clinton Transit for Veterans Transportation for a 5-year term. * An updated wind ordinance was adopted. * The County received childcare funds and Greenhaven updates. At this time these are reasonably close to budget projections. |
| Nancy and John Bedenbender, area residents, attended to answer questions regarding their Application for Plot Plan Review (please refer to the paragraph on Building and Zoning). |
| Alex Hanses, DPW Supervisor |

***Water:*** DPW Supervisor Hanses provided the Council with an update on the water main improvement project. There is some disagreement between the Village and Nashville Construction regarding the completion of work on yard reconstruction. Representatives of the Village, Nashville Construction and Fleis & Vandenbrink recently did a “walk through” and visual review of properties that needed additional work. The Village has since provided Nashville Construction with a letter regarding work still to be completed. In the event that work is not completed in an acceptable manner, the Village can withhold payment to Nashville Construction for that portion of contracted work.

Delinquent water bills: the Village continues to review information on delinquent water bill processes, including policies of other municipalities. The Village will finalize and implement its policy soon. Also, please note: the Village will begin adding penalties on water bills on which the payment is received in the Village office after the due date shown on the bill, regardless of the date the payment/check is dated.

***Sewer:*** New equipment was installed/repairs were made to the west lift station.

***Financial:*** Expenditures made during the previous month were presented and reviewed. A motion to approve all invoices was made by Member Schmitt and supported by Member Krzeminski. Motion carried.

The Village’s annual budget meeting will be held on Monday, June 17, 2024, at 6:00 pm.

Council confirmed that Clerk Boswell is authorized to conduct all necessary financial transactions and business and should be added to all accounts at all financial institutions, including Union Bank, Fifth Third Bank and PFCU Credit Union

Pay Application No. 10, from Nashville Construction for work performed on the water main improvement project, were reviewed. All work covered under Pay Application No. 10 has been successfully completed. A motion was made by Member Pivarnik, supported by Member Droste, to process payment of Pay Application No. 10. Motion carried.

***Building & Zoning:***

Member Pivarnik presented the following Applications for Plot Plan Approval:

* #24-009 for a fence at 6547 S. Grange Road - Zimmerman. Member Pivarnik made a motion, supported by Member Droste, to approve the application. Motion carried.
* #24-010 for a fence at 207 E. Oak Street – Stoddard. Member Pivarnik made a motion, supported by Member Droste, to approve the application. Motion carried.
* #24-011 for an accessory building at 310 E. Main Street – Bedenbender. The proposed accessory building does not comply with the size limitations of the Village’s Zoning Ordinance. Member Pivarnik made a motion, supported by Member Smith, to deny the application. Motion carried. The applicant will need to request a zoning variance, if they desire to proceed with the application process.

***Streets:*** A matching funds grant is available for small communities (communities with population of less than 10,000) for street projects. The Village will work with our engineers, Fleis & Vandenbrink, to apply for the grant.

Village DPW will be working with the Clinton County Road Commission to have chip-seal applied to some streets within the Village. Work will be completed on the following streets in early to mid-July:

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| * East Main Steet | * Gutha Drive | * Elm Street from Willow St.to Westphalia St. |
| * West Main Street | * Cedar Lane | * Willow Street from Church St. to Pine St. |
|  | * Birch Lane |  |

Please note, Village ordinances require residential properties to maintain off-street parking for residents and also prohibit overnight parking on Village streets. Thank you for your cooperation.

Also, please note, it is against Village ordinances to blow grass clippings onto the streets as the grass clippings clog catch basins and storm sewers. Thank you for your cooperation.

***Community Service:*** Cruise-In 2024 will take place on Thursday, June 13, 2024.

***Planning Commission***:

Mr. Mike Brunton, (“Ice Cream Mike”) attended the Planning Commission meeting to inquire about the possibility of selling ice cream at baseball and softball games. Mr. Brunton sells prepackage ice cream “novelties” from a modified golf cart and specializes in providing his products at athletic events, festivals, and similar events in various communities. A portion of sales is returned to the communities/activities which Mr. Brunton supports. Member Thelen will discuss the request with other individuals coordinating the athletic events to determine interest.

Tanner Droste presented the results of the village/township survey regarding improvements at Droste Park. There was a general discussion of comments and recommendations. Recommendations and suggestions were widely varied, although the survey results make it clear that residents believe that updating the park is needed. Members Thelen and Fandel suggested the next step is to talk to Township officials and see what their interest is in this project and if they would support it. If it is decided to go forward, the Park Master Plan will need to be updated.

Based on the issues being addressed and progress being made, the Planning Commission will not take a recess in July. The next Planning Commission meeting will be held on Monday, July 8, 2024, at 6:00 pm.

***Parks and Recreation:*** Discussions continue regarding the potential upgrades to the facilities at Droste Park. Please refer to the summary under “Planning Commission”.

***Administrative Issues***: The proposed installation of security cameras in various locations around the Village was reviewed. Locations may include the “4-corners” covering all directions, Village Hall and the DPW building and surrounding areas. Member Pivarnik made a motion, supported by Member Droste, to proceed with the purchase and installation of the cameras. Motion carried.

***Next Council Meeting:*** Regular Meeting: Monday, July 8, 2024, at 7:00 p.m.

***Adjournment:*** Motion to adjourn made by Member Smith, supported by Member Pivarnik. Motion carried.