



MINUTES

BOARD OF TRUSTEES MEETING

July 20, 2023

1. Call to order:

- The virtual meeting was called to order at 6:30 p.m. via Microsoft Teams.

2. Roll Call:

- The following Trustees were present via Microsoft Teams: Trustee Farreau, Trustee Harold and Trustee Goddard.
- The following Trustees were present in person: Mayor Jones, Trustee Thompson, and Trustee Cockrell.
- Trustee Schultz was not present.
- A quorum was present.

3. Audience Participation

None

4. Consent Agenda

- a. Meeting Minutes – July 6, 2023
- b. Financial Reports June 2023
 - i) Mayor Jones moved to approve the Consent Agenda, with a second from Trustee Thompson. The motion passed by unanimous roll call vote.

5. For Possible Action

- a. Gate Turnaround Paving Estimate
 - Ms. Proctor stated that Vance Brothers provided an estimate in the amount of \$31,680 to pave the four turnarounds. Erica Olsen, from SEH, suggested that once the turnarounds are paved some drainage improvements should also be made to prevent damage. Staff will bring back an estimate from Terracare for the drainage improvements. A concern was expressed about the size of the turnarounds and the question was asked if the size of them can be increased. Ms. Proctor will discuss options with Ms. Olsen. The Board agreed to approve the current proposal and move forward with scheduling the paving work. If it is possible to increase the size of the turnarounds, Staff will bring back a revised estimate.
 - Mayor Jones moved to approve the expenditure of ARP funds in the amount of \$31,680 for the paving of the four gate turnarounds,

with a second from Trustee Farreau. The motion passed 5 aye to 1 nah.

6. For Discussion

a. Gate Maintenance Bids

- Ms. Proctor received three bids for gate maintenance RFP and asked for the Boards input and how they would like to proceed. The Board agreed to move forward with All Metro Door pending reference checks.

7. Reports

a. Mayor Jones had no report.

b. Members of the Town Board

- i) Trustee Cockrell reported she attended DRCOG meeting. There was a public hearing on the TIPS amendments and final approval will be in August. She stated that the barrels have been installed successfully but has some concerns about the placement of the speed readers.
- ii) Trustee Harold expressed a concern about the current placement of the barrels stating that if the Town wanted to install a permanent solution these areas may not be possible due to the restriction of 80 feet from a driveway.
- iii) Trustee Thompson suggested that prior to the end of the warranty period for the gates with DGO, we should have them do a service check and we should have the firestobe system checked by the fire department.
- iv) Goddard asked what the status is of the home at the end of Easter. He reported they have several towing vehicles parked outside along with other commercial vehicles. Trustee Cockrell expressed a concern about light pollution as well. Ms. Schmitz will ask the Code Enforcement Officer to review the area.
- v) Trustee Farreau stated that her spam emails are increasing. Ms. Farreau shared that there was an attempted house break in along Richfield and the sheriff has advised that residents should be encouraged to have sufficient outdoor lighting and not leave downstairs windows open.

c. Staff

- Ms. Proctor reported that the bid for the slurry seal came in less than the chip seal so staff will move forward with getting the work scheduled.
- Town Administrator Proctor also informed the Board that the additional grant request for the land use code update was denied.
- Ms. Schmitz noted SIPA has grants for the conversion to Google, but the grant period has expired for 2023. This project will be discussed as part of the 2024 budget.

7. Future Agenda Items

- a. Tunnel and Sidewalk Repairs
- b. Flood Hazard Area Delineation (FHAD) recommendations
- c. Extending size of turnaround
- d. Erosion control of turnarounds

- e. Barrel data review
- f. SEH Culvert Inspection estimate

8. Adjournment

- Mayor Jones adjourned the meeting at 7:01 p.m.



Kathleen Schmitz, Town Clerk



Lisa Jones, Mayor