

Village of Sherman

Board of Trustees

Regular Board Meeting/Sherman Village Hall

Tuesday, December 6, 2011

President Trevor J. Clatfelter called the meeting to order at 6:00 p.m. and lead the assembly in The Pledge of Allegiance.

**OPENING:** Clerk Oller presented the Roll Call with all members being present: Trustee Hahn, Trustee Long, Trustee Sherrock, Trustee Timm, Trustee Schultz and Trustee Zibutis.

Also present: Village Administrator John Swinford, Village Engineer Dave Booher, Attorney Jeff Baker, Byron Painter, Treasurer Jeremy Stuenkel, Chief Eric Smith, Public Works Director Sean Newton, Sewer Director Bruce Beal, Michelle Walsh, Tim & Rhonda Loyd, Bob Wangard, Kevin Kuhn, Scott Loftus, Mike Moos, and Scott Loftus.

President Clatfelter requested to set the Agenda. Trustee Sherrock made a motion to set the Agenda. Motion was seconded by Trustee Long and was carried unanimously by the board. Motion passed.

**CLERK'S REPORT:** Presentation of the Minutes and Approval were brought to the board. Trustee Zibutis made a motion to approve the Official Minutes of November 7, 2011. Motion was seconded by Trustee Hahn and was unanimously carried by the board. Motion passed.

Presentation of the bills for approval were presented by Clerk Oller. Trustee Timm made a motion to approve the bills to be paid. Motion was seconded by Trustee Schultz and was carried unanimously by the board. Motion passed.

**TREASURER'S REPORT:** Treasurer Stuenkel presented the Treasurers report to the board for the month of October, 2011. Trustee Schultz made a motion to approve the Treasurers report. Motion was seconded by Trustee Zibutis and was unanimously carried by the board. Motion passed.

**ENGINEERING REPORT:** Engineer Booher reported that the Railroad Underpass phase two was complete. There were previous problems with water seepage in the past and this will prevent that from happening for a long period of time.

Engineer Booher stated that he and Administrator John Swinford went into County Market within the last week and they have everything closed in for the winter. The parking lot is completely finished and County Market also closed on the property to start building the loading doc and the footings are being poured now. The grading of the street has begun and soon they will lay rock for the temporary access on Galaxy Drive. The building permit for the North side strip mall has been issued but no start of building has begun at this time.

**LEGAL REPORT:** President Clatfelter explained the Resolution declaring Surplus from the Special Tax Allocation Fund of the Village's Original Tax Increment Redevelopment Project Area. The surplus is disbursed back to the taxing body. Trustee Schultz made a motion to pass the resolution for declaring Surplus from the Special Tax Allocation Fund of the Village's Original Tax Increment Redevelopment Project Area. Motion was seconded by Trustee Hahn and unanimously carried by the board. Motion passed.

**ZONING OFFICER REPORT:** Trustee Zibutis presented a zoning report of \$3,600 in building permit fees received. She also stated that the number of building permits for single family homes has doubled from this time last year.

**VILLAGE ADMINISTRATOR/ECONOMIC DEVELOPMENT COORDINATOR REPORT:** Village Administrator John P Swinford provided the dates for the Regularly Scheduled Meetings of the Village Board of Trustees of 2012. Trustee Hahn made a motion to adopt the dates. Motion was seconded by Trustee Long and unanimously carried by the board. Motion passed.

**PRESIDENT'S REPORT:** President Clatfelter discussed a salary adjustment increase of \$5 per hour for seasonal part-time employee Josh Jouett and new title of Permanent part-time employee. Public Works Director Sean Newton updated the board on Josh's employment skills and ability to perform his job above and beyond Village expectations. Trustee Long made a motion to increase Josh Jouett's hourly rate \$5 and to change his title from seasonal part-time employee to permanent part-time employee. Motion was seconded by Trustee Timm and carried unanimously by the board. Motion passed.

President Clatfelter requested a vote for a Cost Recovery Ordinance to prevent any additional cost to the Village with any application submitted. Any cost of Publication, Attorney fees, Engineer fees and other fees will be passed on to the applicant. Trustee Sherrock made a motion to pass the Cost Recovery Ordinance. Motion was seconded by Trustee Timm and unanimously carried by the board. Motion passed.

**COMMITTEE/DEPARTMENT REPORTS:** Trustee Sherrock reminded the board about the annual Community Children's Christmas party on Saturday December 10, 2011 starting at 9:00a.m.

**SHERMAN POLICE DEPARTMENT REPORT:** Chief Eric Smith presented the October 2011 report to the board.

**EMERGENCY MANAGEMENT AGENCY REPORT:** Mike Moos presented a series of training that would be in the interest of all board members and employees of the Village of Sherman and stated that he will discuss a section of the training at each meeting starting at the beginning of 2012 until it is completed.

**DEPARTMENT OF PUBLIC WORKS REPORT:** No report presented.

**NEW BUSINESS:** President Clatfelter presented the Tax Levy Ordinance to the board for approval. The Tax Levy is set at \$50,378 for 2011 and each household will pay a small percent to make up the balance. It is an increase of about \$2,500 from last year.

**OLD BUSINESS:** None

**PUBLIC COMMENT/QUESTIONS:** Clerk Oller notified the board that Caseys General Store will be open 24 hours as of January 14<sup>th</sup> or 15<sup>th</sup>, 2012. Clerk Oller also notified the board that Sandy Walden had provided a video from the Bicycle Safety Course for the board to watch and the Police Department to keep.

President Clatfelter notified the board that the regular board meeting for December 20, 2011 will be changed to 5:30p.m. Trustee Zibutis made a motion to have the December 20, 2011 meeting at 5:30p.m. Motion was seconded by Trustee Timm and unanimously carried by the board. Motion passed.

**ADJOURNMENT:** President Clatfelter called the meeting to adjourn. Trustee Zibutis made a motion to adjourn the meeting. Motion seconded by Trustee Schultz and carried unanimously by the board. Motion passed.

Meeting adjourned at 7:35 p.m.