

# Board Meeting Minutes

May 8, 2018

## Call to Order

The meeting was called to order by Mayor Bechtelheimer at 6:35 p.m.

## Opening Ceremony

- Pledge of Allegiance

## Roll Call

William Lackey	Present	Paul Higgs, Jr	Absent	Kerri Higgs	Present
Judy McCormick	Present	Vivian Corbitt	Present	Michelle Robertson	Present
John Bechtelheimer, Mayor	Present				

## Approval of Minutes

- Trustee K. Higgs made a motion to accept the minutes from April 10, 2018. Trustee Robertson seconded the motion. The minutes were approved with 6 ayes.

Consent Agenda- The board ratified votes for a new laminator, paper shredder and engraving tool-

## Upcoming Meetings and Workshops

May 14	CML Outreach in Florence
May 22	CFR Regional Planning Committee
May 28	Closed in Observance of Memorial Day
June 5	Board Meeting @ Town Hall
June 6	Mayors Meeting @ Coal Creek Town Hall
June 19	Judy Has been here for 6 years!!

## Public Comment

None

## Reports from Boards, Water Committee, Maintenance, Water Report.

- **Animal Report**- Nothing to report.
- **Bills** – Trustee K. Higgs made the motion to pay the bills as presented. Trustee Robertson seconded the motion. Motion passed with 6 ayes.
- **Clerk Report**- It is Water Appreciation Week. We gave a proclamation to Will the Water Operator. We pulled two water taps.
- **Treasurer Report**- Trustee K. Higgs made the motion to accept the Financial Statements and Treasures Report and a 2<sup>nd</sup> by Trustee Corbitt carried with 6 ayes.
- **Maintenance**- The park bench is in. Personal valves have all been cleaned out this month.
- **Animal Report**- printed and handed out.

COMMUNICATIONS None

## UNFINISHED BUSINESS -

- **Kathy Bridges RV**- There was a verbal agreement between her and previous Mayor Connie Higgs to leave it there. She was supposed to pick it up by today and she has not. We will contact her again and ask her what her plans are or else we will have to move it out at her expense.
- **Expired Building Permits**- There was a question as to whether a building permit is expired. As long as they are making ANY progress every 180 days, they are within the permit guidelines. It will not expire.
- **Emergency Number**- Add the town phone number to the welcome packet and leave the emergency number on the answering machine.
- **NEW BUSINESS**
  - **Other RVS Around Town**- Send letters to offenders stating that it is not allowed to live in them for more than 30 days per calendar year.
  - **Water SOP**- You have to pay your bill in full by a certain date or you have to come and address the board. If there is a question, Dani can get ahold of the Board of Trustees. If it is not paid in full we charge the late fee. We should not be making phone calls every month. We already send out shut off notices and hang up a door hanger before and after we shut water off to a residence. At that time the citizen must pay the office, not the operator. It must be done during business hours.
  - **Payment Plans for Water Billing**- If the clerk is unsure, check with the board to set up payment plans.
  - **Kerri's Time** - Kerri spent many hours helping at Town Hall. We will reimburse her for her time.

- **Raises for Employees-** We need to look at giving raises to employees. The Clerk will come up with a list of past raises and we will discuss it next meeting.
- **ESRI and Softline Data Payments-** Trustee McCormick made the motion to renew our contract with ESRI and Softline and pay their yearly fee. The motion was seconded by Trustee Lackey. The motion was carried with 6 ayes.
- **CIRSA AUDIT-**Went well. We scored 97/98% We need to replace park benches as well as some playground equipment and designate an ADA and Safety Coordinator. Next year we will have a new auditor.
- **Resolution NO 3 Series 2018** – Is not accepted at this time as it is in conflict with a different ordinance.

There being no further business Trustee K. Higgs made the motion to adjourn. Seconded by Trustee Lackey followed by a unanimous show of hands at 8:03 pm.

ATTEST:

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John Bechtelheimer, Mayor

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Diana Taylor, Clerk