

**OFFICIAL PROCEEDINGS OF THE VILLAGE OF ADELL
BOARD OF TRUSTEES MEETING
508 SEIFERT STREET
Wednesday, December 11, 2019
6:00 pm**

1. **CALL TO ORDER:** President Andy Schmitt opened the December 11, 2019 Village of Adell Board of Trustees Meeting at 6:00 pm at the Adell Village Hall. The meeting was held in compliance with the open meeting law having been posted at the National Exchange Bank, Adell Post Office, and the Adell Village Hall.
2. **ROLL CALL:**
 - Members Present: Village President Andrew Schmitt, Village Trustees Leighton Holtz, Jared Spang, Arlo Neumann, James Jentsch, Arush Chahal, Brian Parr
 - Members Absent:
 - Others Present: Clerk/Treasurer Kelly Rathke, DPW Shawn Bigelow, Rodney Schroeter, Matthew Risch, Bill Goehring, Ken Cotter
3. **MINUTES APPROVAL:**
 - a. **Motion by Chahal, seconded by Neumann, all voting in favor to approve the November 13, 2019 minutes.** Motion carried.
4. **FINANCIALS APPROVAL:**
 - a. **Motion by Parr, seconded by Holtz, all voting in favor to place the financial report on file for audit and to pay the bills as presented.** Motion carried.
5. **NEW BUSINESS:**
 - a. Approval of the final resolution authorizing public improvement and levying special assessments against benefitted properties in the Village of Adell: **Motion by Jentsch, seconded by Neumann; all voting in favor to approve the final resolution authorizing public improvement and levying special assessments against benefitted properties in the Village of Adell.** Motion carried.
 - b. Employee Christmas Gifts: **Motion by Schmitt, seconded by Parr; all voting in favor to approve a \$50.00 gift card for all Village employees and a \$25.00 for the cleaning lady.** Motion carried.
 - c. Appointment of Poll Workers, Term January 1, 2020 to December 31, 2021: **Motion by Neumann, seconded by Chahal; all voting in favor to appoint poll workers for the term beginning January 1, 2020 and ending December 31, 2021.** Motion carried.
 - d. Relieve street parking restrictions and penalties if there is no snow on those dates from December 20, 2019 thru January 1, 2020: **Motion by Neumann, seconded by Parr; all voting in favor to relieve street parking restrictions and penalties if there is no snow on those dates from December 20, 2019 thru January 1, 2020. Notice will also be posted at all posting locations.** Motion carried.
 - e. Ken Cotter, 225 Wisconsin Street, Adell; Water Relief Request: **Motion by Holtz, seconded by Chahal; all voting in favor to approve the water relief credit for Ken Cotter, 225 Wisconsin Street, Adell.** Motion carried.
 - f. Lakeview Library Representative Appointment: **Motion by Schmitt, seconded by Parr; all voting to appointment Jeannie Wheaton as the new Lakeview Library Representative. Jeannie's term will start on April 21, 2020.** Motion carried.
 - g. Operator's Licenses:
 - i. Nancy Bunge, 500 Wisconsin Street, Adell; Adell Mini Mart: **Motion by Neumann, seconded by Holtz; all voting in favor to approve the operator's license for Nancy Bunge, 500 Wisconsin Street, Adell; Adell Mini Mart.** Motion carried.
 - ii. Ronda Zahnow, 123 Seifert Street, Adell; Adell Mini Mart: **Motion by Neumann, seconded by Chahal; all voting in favor to approve the operator's license for Ronda Zahnow, 123 Seifert Street, Adell; Adell Mini Mart.** Motion carried.
 - iii. Samantha Huff, 202 Osius Street Apt 6, Adell; Adell Mini Mart: **Motion by Neumann, seconded by Jentsch; all voting in favor to approve the operator's license for Samantha Huff, 202 Osius Street Apt 6, Adell; Adell Mini Mart.** Motion carried.
 - h. Next Meeting Date: January 8, 2020 @ 6:00 pm

6. REPORTS OF VILLAGE OFFICERS:

- a. Andy Schmitt, Village President: No action taken on this item.
- b. Walt Grotelueschen, Building Inspector: No action taken on this item.
- c. Shawn Bigelow, Director of Public Works: DPW Bigelow reported that air release valve on Highway 57 was hit a second time. He also reported that it has been fixed. Public Works Employee Matthew Risch has recently passed a wastewater management exam. It was also reported that the meters measuring wastewater flow were found to need recalibration. It is believed that this has now been corrected.
- d. Andy Schmitt, Plan Commission: No action taken on this item.
- e. Andy Schmitt, Finance and Personnel Committee:
 - i. Kim Johnson; pay increase: **Motion by Schmitt, seconded by Neumann; all voting in favor to increase Kim's pay to \$13.00 per hour.** Motion carried.
- f. James Jentsch, Streets and Parks Committee: No action taken on this item
- g. Andy Schmitt, Onion River Wastewater Commission: No action taken on this item.

7. MISCELLANEOUS BUSINESS:

- a. Clerk's Communications:
 - i. No action taken on this item.
- b. Public Comments: No comments were heard.

8. ADJOURNMENT: **Motion by Neumann seconded by Parr, all voting in favor to adjourn.** Motion carried.

Kelly Rathke, Village of Adell Clerk/Treasurer