

MINUTES
KENESAW BOARD OF TRUSTEES MEETING
May 14, 2019 AT 7:30 P.M.

The Village of Kenesaw Board of Trustees held a regular board meeting on May 14, 2019 at 7:30 p.m. in the Community Room of the Kenesaw Village Office, as was advertised. Board Members present: Sarah Kroos, Lawney Knuth, and Rene Colon. Members Absent: Ronda Ehly and Teresa Uden. Also, present: Henry Wilson, Neel Keiser, Brian Streff, Amy Bivona, Alan Kimberly -Vontz Paving, Jeff Palik-Olsson's. Clerk: Cindy Kiefer. Maintenance: Jeff Edmondson, Glen Kuehn

1. **Call to Order:** Chairman Kroos called the meeting to order at 7:36p.m.
2. **Location of the OMAL:** Chairman Kroos gave notice of the location of the Open Meetings Act Literature to be on the south wall of the meeting room.
3. **Review/Approve Minutes of the Regular Meeting April 9, 2019:** Moved by Trustee Colon, second by Trustee Knuth to approve the minutes of the April 9, 2019 regular board meeting. Roll call: Trustee Knuth-yea, Trustee Ehly-absent, Trustee Kroos-yea, Trustee Colon-yea, Trustee Uden-absent. No opposed. Motion carried.
4. **Review/Approve Expenditures of April 2019:** Motion was made by Trustee Knuth second by Trustee Colon to approve the April 2019 Expenditures as presented. Roll call: Trustee Knuth-yea, Trustee Ehly-absent, Trustee Kroos-yea, Trustee Colon-yea, Trustee Uden-absent. No opposed. Motion carried.
5. **Review/Approve Treasurer's Report for April 2019:** Moved by Trustee Colon, second by Trustee Knuth to approve the April 2019 Treasurer's Report as presented. Roll call: Trustee Knuth-yea, Trustee Ehly-absent, Trustee Kroos-yea, Trustee Colon-yea, Trustee Uden-absent. No opposed. Motion carried.
6. **Discuss/Review: Culvert Application-** Amy Bivona; Amy presented that she would like to have a 24" culvert placed on the road access to 42nd street from her property at 612 N Smith Ave., Kenesaw. Superintendent Edmondson provided information stating that he has reviewed the requested area, and had researched the cost to be approx.. \$4,100.00. Edmondson discussed that the ditch is in the flood zone, but stated that the culvert would no create any increase in flooding danger. Edmondson provided to the board a recommendation for approval of the culvert at the property owners expense. Motion made by Trustee Colon and seconded by Trustee Knuth to approve a 24-inch culvert to be installed on the 42nd street side of the property at 612 N Smith Ave, under the direction or supervision of Village Superintendent Edmondson, and all costs of supplies and installation will be billed to the resident. Roll call: Trustee Knuth-yea, Trustee Ehly-absent, Trustee Kroos-yea, Trustee Colon-yea, Trustee Uden-absent. No opposed. Motion carried.
7. **Discuss/Review: Youth Sports -** Clerk Kiefer presented that Jason Wagoner had requested that she bring to the board on his behalf, that information regarding the top dressing that was ordered by the Kenesaw Youth Sports for the baseball field noting that the total cost came to \$4,787.10, of which the Village had approved payment up to \$3,000.00. Jason paid for the remaining cost. Jason would like to be included in the 2019-2020 budget work meeting this summer, for the opportunity provide proposed budget needs for the Youth Sports programs.
8. **Discuss/Review: Wayne Street Improvement – Neel Keiser –** Neel presented to the board the signed petition for street improvements for Wayne Street. The improvements

would include: curb and gutter, and cement street. See petition for improvement specifics. Neel presented that the petition had the 60% property owner signatures as required by state statute, and requested that the board move forward as required by statute to proceed with verification, and creation of an improvement district. City engineer Jeff Palik provided a run down of the basic order of steps that will now need to take place to proceed. The board reviewed and accepted the signed petition, and instructed Clerk Kiefer to contact the bond agent, and proceed with the creation of the improvement district.

9. **Discuss/Review: Town Development** – Kenesaw Community Dev. Assoc. - Nothing to report from on development at this time. **TABLED**
10. **Update: 2018-2019 Street Paving Project - Jeff Palik:** Jeff provided to the board an update on the paving project, noting that the sidewalks are behind schedule, but that the asphalt should be done close to as scheduled for May 15, 2019. Jeff provided information to the board that there were two parts of the sidewalk that had changes to them- both are on Jensen property: at the old gas station, and at the old bank. Jeff also updated the board about the additional patching that was being required on 42nd street. He provided that he, and Vontz paving were still in negotiation over the actual amounts on the patch work, noting that there had even been new information that had been received since he submitted to us change order#2 which was on the agenda. He requested that board to consider tabling the change order until he had had a chance to finalize compilation of figures and fair negotiations with Vontz Paving.
11. **Review/Approve: 2018-2019 Street Project Change Order # 2 -Olssons:** **TABLED**
12. **Review/Approve: Certificate of Payment #1 – 2018-2019 street Project to Vontz Paving-** Jeff Palik reviewed with the board certificate of payment #1 for the street project, noting that all things listed in this payment have been completed, and that nothing tabled in change order #2 was a part of this current payment. Motion was made by Trustee Knuth and seconded by Trustee Colon to Approve Certificate of Payment #1 of the 2018-2019 Street Paving project made payable to Vontz Paving in the amount of One Hundred Seventy-Two Thousand, Seven Hundred Forty-Five dollars and Forty-Nine Cents (\$172,745.49.) Roll call: Trustee Knuth-yea, Trustee Ehly-absent, Trustee Kroos-yea, Trustee Colon-yea, Trustee Uden-absent. No opposed. Motion carried.
13. **Review/Discuss: NeRWA Sewer Study** – Clerk Kiefer presented that she had had Randy Hellbusch from NeRWA come and do a sewer rate study in April 2019 for the village using a comparison of previous 12 months vs. previous 3 months. Clerk Kiefer presented his report that he provided with specific attention to the large businesses. After review of the findings, the board of trustees requested the clerk to bring to the June meeting a resolution that would include the recommendations as set forth by the study.
14. **Comments from the Public on Agenda Items:** Henry Wilson asked questions regarding the asphalt clean up after the streets are finished. Superintendent Edmondson stated that he was working with Vontz Paving to ensure that all construction roads would be properly cleaned up before the paving company is complete.
15. **Discuss/Approve:** Armour Coat Bid – Jeff Edmondson - Jeff presented that he was working with Figgins to get bids for armour coating for street maintenance. He does not have all of the complete information at this point, but will keep the board apprised as information continues to become available.
16. **Discuss/Approve:** Kimle Culvert – Jeff Edmondson presented application for installation of a drain culvert for Dan Kimle at 707 S Smith Ave. Jeff provided information that the culvert would not be a hinderance to any type of water flow, and made the recommendation that the board approve the installation. The resident would be responsible for the purchase of the culvert and will be billed for the Village labor for

installation. Motion made by Trustee Colon and seconded by trustee Knuth to approve the installation of a culvert at 707 S Smith Ave., Kenesaw. Roll call: Trustee Knuth-yea, Trustee Ehly-absent, Trustee Kroos-yea, Trustee Colon-yea, Trustee Uden-absent. No opposed. Motion carried.

17. **Discuss/Review:** Part-time Summer Office Assistant – Clerk Kiefer presented a request for a part-time summer office assistant, estimating hours needed per week to be between 4-8.
18. **Discuss/Approve:** Donation to Adams County Feline Coalition – Clerk Kiefer presented a letter that was provided to the board by the Feline Coalition. The board discussed the work that the coalition was doing for the feral cats in Kenesaw. There was discussion about the logistics of donations for this group. The board requested the clerk to get information from the accountant with regard to logistics of such a donation. Chairman Kroos **TABLED** the discussion till more information and full board representation was available.
19. **Discuss/Approve:** Memorial Tree – Kenesaw School Class of 1999 - Chairman Kroos presented to the board a request from the Kenesaw school class of 1999 to plant a tree on village property in memory of a classmate. Superintendent Edmondson recommended either out at the baseball field or at the city park. He also recommended that the tree's trunk be at least 3-4 inches thick for best result of survival. Motion was made by Trustee Colon and seconded by Trustee Knuth to approve the request from the Kenesaw School class of 1999 to plant a memorial tree on village property under the direct supervision of Superintendent Edmondson. Roll call: Trustee Knuth-yea, Trustee Ehly-absent, Trustee Kroos-yea, Trustee Colon-yea, Trustee Uden-absent. No opposed. Motion carried.
20. **Old Business:**
 - a. **Discuss/Approve: *Smith Street Closure/Wasenek Weekend Aug.3, 2019*** - Clerk Kiefer presented information from the Wasenek committee, that there is no longer a request for early road closure of Smith Street on Aug 3. She also provided a copy of the tentative schedule of events for the weekend. After review and discussion a motion was made by trustee Colon and seconded by Trustee Knuth to approve the Wasenek schedule as presented for August 2-4, 2019. Roll call: Trustee Knuth-yea, Trustee Ehly-absent, Trustee Kroos-yea, Trustee Colon-yea, Trustee Uden-absent. No opposed. Motion carried.
 - b. **Discuss/Review: *Kenesaw School – Shotput/Road Access Letter*** -- Chairman Kroos presented a letter that has been received from Rick Masters-Kenesaw School Superintendent with regard to the shot-put area, the baseball field road, and the cement piles on Village property. It was noted that the cement pile has been removed, and that there is still need for repair to the road after the construction trucks used the baseball road. The board requested Chairman Kroos to contact Mr. Masters with the extension of time to provide proper enclosure for the shot-put area, to the June 2019 board meeting scheduled for June 11, 2019.
 - c. **Discuss: *Arbnb Requirements*** – **TABLED**
 - d. **Update: *Drainage on Holstein Ave*** – Jeff Edmondson presented a letter from Dawn Miller at Adams County Department of Road which states that No block on the culvert was authorized or would be on Holstein Ave. on that stretch of road. (see letter)
 - e. **Review/Approve: *Food Pantry Agreement*** – After review of the agreement drawn up by city council Shon Lieske, a Motion was made by Trustee Knuth and seconded by Trustee Colon to approve the agreement as presented. Roll call: Trustee Knuth-yea, Trustee Ehly-absent, Trustee Kroos-yea, Trustee Colon-yea, Trustee Uden-absent. No opposed. Motion carried.

- f. **Discuss/Appoint: Creation of CRA - TABLED**
- 21. **Adjourn to Executive Session:** 9:31pm for review of:
 - a. **Utility Accounts**
 - b. **Summer Employment Applications**
- 22. **Adjourn Executive Session at** 9:54 pm, resume regular meeting.
- 23. **Executive Action-**
 - a. Motion made by Trustee Knuth and seconded by Trustee Colon to extend a utility hardship grant for water and sewer charges on account ending in XXXX31001 until September 1st billing, at which time the account will be reassessed.
 - b. Motion made by Trustee Knuth and seconded by Trustee Colon to approve for hire as summer pool lifeguard - Ashlee Uden and Drake Olson, pending proper certification. Roll call: Trustee Knuth-yea, Trustee Ehly-absent, Trustee Kroos-yea, Trustee Colon-yea, Trustee Uden-absent. No opposed. Motion carried.
 - c. Motion made by Trustee Knuth and seconded by Trustee Colon to approve for hire for summer maintenance assistant – Philip Quackenbush. Roll call: Trustee Knuth-yea, Trustee Ehly-absent, Trustee Kroos-yea, Trustee Colon-yea, Trustee Uden-absent. No opposed. Motion carried.
 - d. Motion made by Trustee Knuth and seconded by Trustee Colon to approve a summer office assistant be hired for 4-8 hours per week, at minimum wage. Roll call: Trustee Knuth-yea, Trustee Ehly-absent, Trustee Kroos-yea, Trustee Colon-yea, Trustee Uden-absent. No opposed. Motion carried.
- 24. **Adjourn Regular Board of Trustee Meeting** - Motion Made at 10:05 pm by Trustee Colon and seconded by Trustee Knuth– Roll call: Trustee Knuth-yea, Trustee Ehly-absent, Trustee Kroos-yea, Trustee Colon-yea, Trustee Uden-absent. No opposed. Motion carried. Next meeting scheduled for June 11, 2019 at 7:30 pm

Chairman

(SEAL)

Clerk/Treasurer

I, Cindy Kiefer, Clerk for the Village of Kenesaw, hereby certify that the preceding minutes are a true and correct copy of the proceedings had and done by the Chairman and the Board of Trustees of the Village of Kenesaw on May 14, 2019. These minutes were posted in three public locations in the Village of Kenesaw and the shortened version was published in the Hastings Tribune.

Clerk/Treasurer