

Williams Creek Town Council Meeting

Hollyhock Hill Restaurant

Meeting Minutes

February 12, 2024 @ 7:30 PM

Attendance:

Present:

Allen Kasper, Town Marshal
Jason Sturman, Town Council Member
Bob Parrin, Clerk-Treasurer
Michael Wernke, Town Council Member
Matt Neff, Town Council President
Matt Hills, Town Council Member
Heather Murphy, Town Council Member

Absent:

Trent Sandifur, Town Attorney

Others present:

Hayley Sears, Taft Stettinius & Hollister LLP

Agenda and discussion:

1. M. Neff called the meeting to order at 7:30pm. A quorum was reached with five council members present.

2. M. Neff asked for comments and a motion to approve the meeting minutes of December 11, 2023. There being no comments, on a motion by H. Murphy, seconded by J. Sturman, a unanimous vote approved the minutes as written.

3. R. Parrin presented the previously distributed December, 2023 financial reports which included the provisional Gateway Annual Report. The year end cash balance was \$235,586 compared to a beginning balance of \$342,456. The difference is primarily due to road repair and crack sealing expenditures during the year.

A change order was introduced adding the camera at 81st and Morningside Drive to Continental order 211770-2 for \$5,142.13. In addition, it was recommended that the town purchase its own modems at each of the 9 locations for a total of \$2,971.91 rather than lease them from Comcast. On a motion by M. Wernke, seconded by M. Hills, the expenditures were approved unanimously.

Resolution 2024-01 to authorize transfer of funds as follows was introduced.

- To MVH from the General Fund (\$5,963.57)
- To the General Fund from LRS (\$8,629.75)
- To the Rainy Day Fund (\$25,145.00) from the General Fund.

Resolution 2024-02 states that the town elects the standard allowance for lost revenue as granted by the U.S. Treasury for the \$96,769.78 in ARPA funds received.

On a motion by M. Wernke to adopt both resolutions, seconded by M. Hills, the Council unanimously passed the resolutions.

4. A. Kasper had no significant items to report for the period. The council approved the continued increase in patrol hours and traffic monitoring. Since the December meeting a total of seven traffic stops were recorded.

The security camera upgrade is close to completion. Training on the new system will take place in February. IMPD requested access to the town's camera feeds. This was approved on the condition that it is "view only" access.

5. M. Neff led a discussion of road improvements and speed management, particularly roundabouts. The engineer's estimate for design and construction is \$1.8M. Potential sources for funds are town funds, a capital campaign, and INIP and CCMG grants. It was agreed to have the engineer produce a perspective drawing for the Willow Spring and Sycamore intersection. It can be used to get feedback from town residents and in fundraising as well as for grant applications in the future.

6. M. Hills advised progress for a reforestation plan for the town. He briefed the council on the The Arbor Day Foundation, the world's largest tree planting organization. The group may be a source for a longer term planting scheme. Application can be made to become a "Tree City". It is important to know the town's canopy coverage. He will contact the city and DNR to see if this is available. It is noted that trees may be purchased from and planted by the city's sources such as Green Arbor. The minimum order quantity is 25.

M. Hills will draft content regarding reforestation information to be posted on the town's website and present that at the next council meeting for approval.

7. An ordinance regulating short term rentals was introduced by Ms. Sears. Comments on the draft were solicited. A second reading will be considered at the April council meeting.

8. On a motion by M. Neff, seconded by H. Murphy, the council unanimously agreed to issue a drainage permit for the Pfeffer application. A fee invoice will be sent to the homeowner.

9. Ms. Sears presented draft ordinances to the council regarding signs, purchasing practices and pre-approved payment of claims. The sign ordinance as well as the short term rental ordinance will have a second reading at the April meeting with adoption scheduled for the June meeting. In the meantime, comments were solicited for the two purchasing ordinances.

The codification of town ordinances is being revised based on feedback from town officials. It is expected to have a first reading at the April meeting with adoption at the June meeting.

There being no further business, on a motion to adjourn by M. Wernke seconded by H. Murphy, the meeting was adjourned.

The next formal meeting of the Town Council is scheduled for Monday, April 8, 2024 at 7:30 PM at Holly Hock Hill restaurant.

Minutes recorded by R. Parrin, Clerk-Treasurer.