VILLAGE OF LAKEVIEW COUNCIL MEETING

January 16,2024 @ 6:00 PM

Mayor Elaine Fagan-Moore called the meeting to order and led the Pledge of Allegiance.

Roll Call: Elaine Fagan-Moore Guests:

Mel Rotroff Dave Scott Clayton Hooker

Sandra Knott Heather Kegg Brian Holder

Pat Parish Connor Kinsey Jason Smith

Randy Kaehler Deputy Donnie Day – Sheriff’s Dept Brenda Moots

Amby Wallace

Terry Brentlinger - Absent

Amby Wallace made a motion to excuse Terry Brentlinger, Mel Rotroff seconded. Council approved unanimously.

Minutes from the last meeting (January 2, 2024) stand as is.

Pat Parish made a motion to pay the bills, Randy Kaehler seconded. Council approved unanimously.

Sandra Knott made a motion to approve the bank reconcile for December 2023, Amby Wallace seconded. Council approved unanimously.

Dave Scott told Council that he had completed repairs on the bottom of one of the softener tanks, and had ordered new valves. He said that the other will be done by the next week, and hopefully he will receive and install the valves then as well.

Dave Scott also told Council that the soccer association had requested the use of the breakroom Sunday for a meeting. He asked Council if anyone had any issue with them using it. No one objected.

Dave Scott presented Council with the proposed renewal agreement with Logan County Solid Waste which would allow them to continue to operate the recycling/trash center in Lakeview. Mel Rotroff made a motion to approve the agreement, Pat Parish seconded. Council approved unanimously.

Mayor Elaine Fagan-Moore told Council that she would like the Village to have a more attractive and easier to use website. Heather Kegg asked her to be aware that we had 2 other systems tied into the site to allow bills to be viewed and paid online, and if any changes were to be made they would have to be included. Amby Wallace suggested that Chris check with GASI on the Utility Billing side. Invoice Cloud would need to be checked on the payment processing side. Sandra Knott said they should get more information and then bring it back to Council. Heather Kegg reminded them that this was not included in the budget for 2024.

Mayor Elaine Fagan-Moore asked if we were or would be a member of the Lakeview Chamber of Commerce. There was a discussion as to the pros and cons of membership. Amby Wallace suggested that we bring it to a vote the next time we are sent a membership form/invoice.

Mayor Elaine Fagan-Moore asked how we can do a better job when working on events with the Lakeview Business Group. Amby Wallace said that all the processes were in place. Mel Rotroff added that the process had to be followed in order for events to go smoothly. Amby Wallace noted that they also must be sure to turn in all required paperwork in time for Council to approve the event. Amby Wallace noted that she needed to meet with Connor Kinsey briefly about a few changes to our paperwork. Brenda Moots added that she thought everything had gone smoothly, except for the Christmas Parade.

Mayor Elaine Fagan-Moore asked if her travel to meetings and such would be reimbursed. It was noted that it has not been done before and is not in the budget for this year. If she would like to have it added to the budget in the future it will need to be researched and brought to the Finance Committee and Council before next year’s budget is completed.

Mayor Elaine Fagan-Moore presented Council with the draft of the 2024 Committees List for review. Dave Scott noted that he was waiting for the Fire Department to get back with him on who would be on the Fire Dependency Board. Pat Parish asked them to be sure it was the Fire Department who chose the member. Dave Scott also noted that they are still waiting for additional residents to be added to the Zoning Board of Appeals and the Planning Commission. Mayor Elaine Fagan-Moore said that she had a few people in mind to ask, and that she would reach out to them.

Mayor Elaine Fagan-Moore brought up the bed tax. She said it was good opportunity to make money for the Village, and that it wouldn’t cost the residents anything. She is gathering more information on the bed tax. She will also be meeting with Ben Vollrath from the Logan County Chamber of Commerce.

Mayor Elaine Fagan-Moore asked about an official name for the park at the old school. Amby Wallace noted that it should reference the name of the old school and that she also wanted to incorporate something like Veterans Memorial Park into the name. The Parks Committee will need to meet and finalize the prospective name and then bring it to Council for a vote.

Mayor Elaine Fagan-Moore told Council that she would like committees to meet and make deadlines for their goals and projects. She asked about the Employee Handboook re-write. Heather Kegg told her that the draft is already on her project list, but she would not complete it by a certain deadline as it was in additional to all her other work. She said once she had a draft it could be taken to the Handbook Committee and then Council. Mayor Elaine Fagan-Moore asked if someone else could write the draft. Heather Kegg replied that it had to be her because someone who didn’t work at the Village would not know how it operated.

Mayor Elaine Fagan-Moore asked how we could find out what lands/buildings were available for purchase or lease for new businesses to come into Lakeview. Pat Parish suggested that the Lakeview Business Association may have some information. Brenda Moots from the Lakeview Business Association said that Ben Vollrath with the Logan County Chamber of Commerce would be a potentially good source of information. Amby Wallace noted that she had brought the importance of this type of list up last year. This will be an item for the Economic Development Committee.

Pat Parish noted that AMP has economic development resources that may be helpful as well.

Amby Wallace noted that we need to set standards that must be met for commercial buildings in Lakeview. Someone will need to research existing examples and legalities. This should be handled by the Economic Development Committee.

Mayor Elaine Fagan-Moore then provided the reading of the following Resolution.

RESOLUTION NO: 2024-01

A RESOLUTION AUTHORIZING THE SALE OF SURPLUS VILLAGE PROPERTY BY INTERNET AUCTION AND DECLARING AN EMERGENCY IN THE VILLAGE OF LAKEVIEW

Pat Parish made a motion to suspend the rules and allow Resolution No: 2024-01 to pass as an emergency, Randy Kaehler seconded. Council approved unanimously.

Pat Parish made a motion to pass Resolution No: 2024-01 as an emergency, Sandra Knott seconded. Council approved unanimously.

Guest Jason Smith wanted to introduce himself to Council. He is the Community Relations Manager for Open Road Renewables. He said that there was a Community Coffee event on Thursday at 9am at their office focusing on the solar projects. He also wanted everyone to know that he is always available for questions.

Sandra Knott told Council that there was no January Newsletter as the Committees had not been assigned. She said she would like to have a draft to Heather Kegg in early February. She requested all information be to her before January ended. Sandra Knott said that she would meet with Dave Scott to get information on all the grants and projects.

Mel Rotroff told Council that the Fire Department was having some employee issues again. He suggested that Council appoint Dave Scott as Liaison to act as administration/supervision over the department. Pat Parish noted that this would normally be the Mayor’s responsibility, but Dave Scott would probably be a good option since he had handled all the meetings when they had the last issues. Dave Scott can gather necessary information and bring it to Council. They will need to double check with Connor that there isn’t anything else they need to legally. Pat Parish said that the cameras need to be locked up with limited viewing access. Amby Wallace noted that someone outside the Fire Department needed to oversee things.

Pat Parish noted that we needed a doctor’s note for Norm Spring to return to work.

Pat Parish told Council that in addition to the new locks/fobs that are planned at the Fire Department, they should have an access code panel somewhere so people can get in if they don’t have their keys/fob. Dave Scott said that there is a keypad on the east side for emergency access. He can check with Commercial Communications about keeping it and/or adding another, and what the cost would be.

Pat Parish made a motion to make Dave Scott the Admin Liaison with the Fire Department, and to keep at least one keypad there for emergency access, and for Administrator Dave Scott and Council President Randy Kaehler to be the 2 people with access to the Fire Department camera footage, Amby Wallace seconded. Council approved unanimously. Mayor Elaine Fagan-Moore said that we would have to be sure to get keys/fobs back when someone left the department and change any access codes.

Mel Rotroff noted that there had been a parks issue a while back where no paperwork was received and an event was held. He added that this could not happen again. The organizers had not felt that this was an event. Amby Wallace clarified that ANY organized event needs to fill out the paperwork. Sandra Knott noted that the event in question was for a great cause. Guest Brian Holder added that over $6k had been raised. He told Council that he will be sure that all protocols are followed in the future.

Guest Clayton Hooker asked how a tax levy for the parks could get onto the ballot. Amby Wallace noted that Council had been considering an income tax levy for the parks, as they are currently funded only by donation, but with the economy as it is, they had not yet pursued it. Guest Clayton Hooker told Council that if they end up needing someone to get signatures to get a levy on the ballot, he would be glad to help. He said he thought he’s seen available grants that the Village may not have seen. He will do some research and let us know if he finds anything.

Amby Wallace noted that she will be missing at least one meeting in February, possibly both as she is having surgery. Mel Rotroff and Pat Parish noted that they will also be unable to attend one or both meetings in February, so we may not have a quorum.

Deputy Donnie Day told Council that he was just stopping by to see if we needed anything. Mayor Elaine Fagan-Moore asked if there were any updates on the stolen trailers in the area. Deputy Donnie Day replied that there had been some additional thefts around the county, but not in Lakeview, and that some of the trailers had been recovered. He noted that the Sheriff’s Department are changing up the schedules of their patrols so they are not predictable. He also noted that he thinks Lakeview’s newest Deputy will be a great fit, and that he is enjoying the job and the area. He also told Council that they are also welcome to contact him if they need anything from the Sheriff’s Department.

Mel Rotroff made a motion to adjourn, Pat Parish seconded. Council approved unanimously.

The next Council Meeting will be **Monday**, February 5, 2024 at 6PM.