

Hopkins Village Council
Regular Meeting Agenda: 11/14/2022 @ 7:30 PM

1. Call to Order

President VanderWall called the meeting to order at 7:30 PM.

2. Pledge of Allegiance

The Pledge of Allegiance was recited by all.

3. Roll Call

Present: President VanderWall, Treasurer Swainston, Trustees Sebright, Kennedy, Buist, Adams, & Osborn

Absent: Clerk Alberda, Trustee Williams

Guests: Commissioner Gale Dugan, Phil Mullet

4. Agenda

The Agenda was presented.

Buist made a motion to approve the agenda.

Osborn supported.

No discussion was had. All in Favor. Motion passes.

5. Review of 10/10/2022 Regular Meeting Minutes

The Minutes from the 10/10/2022 were presented.

Buist made a motion to approve the agenda.

Sebright supported.

No discussion was had. All in Favor. Motion passes.

6. Financial Report

The Financial Report was presented.

Kennedy made a motion to Table the Financial Report until the Dec. 2022 meeting.

Sebright supported.

No discussion was had. All in Favor. Motion passes.

7. Bills

The Bills were unavailable for presentation due to the Clerk's absence and the printer not working. Bills for this meeting shall be presented at the Dec. 2022 meeting.

8. County Commissioner's Report

Commissioner Dugan gave his report.

9. Agency Reports

a. Fireboard (Reps: Dawn Buist, Craig Osborn)

Looking to purchase a new fire truck. No effect on village budget.

Annual bill should be very similar to the previous year.

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- b. Library Board (Reps: *Craig Osborn, Sam Adams*)
Nothing to Report. Everything going smoothly.
- c. DDA (Reps: *Dawn Buist, Tabitha Kennedy*)
Meeting 11/16/2022. Trees to be picked up on Friday. Trees are potted, can be claimed, and planted.
- d. Township Planning Commission (Reps: *Jon VanderWall, Ben Williams*)
No Master Plan updates from October meeting. Preparations under way for the December 10 Community Tree Lighting Ceremony/Master Plan Open House Event

10. Public Comment

Opportunity was given for public comment. None.

11. Old Business

- a. Road Work Update (ARPA Funds Update)
 - i. Bill for Clark St.
No word from Black Gold.
 - ii. Water & Franklin Street Plan
No word from Black Gold.
- b. PCI Fee Schedule
The PCI Fee Schedule was presented. Buist made a motion to Approve the PCI Fee Schedule. Sebright supported. No discussion was had. All in Favor. Motion passes.
- c. Blight Enforcement Follow-up
President VanderWall shared that a letter was written to the resident of 202 Baker Street regarding the presence of illegal burn pit. The burn pit has been removed.
- d. Winding Creek Trees Follow-up
Trustee Williams will report in December.
- e. Stone Dust Follow-up
Stone dust was dropped off 11/14/2022. Will be in place in the next week. Kennedy made a motion to pay any additional fees up to \$1,000 over the \$1,000 the DDA has promised to pay for this. Osborn supported. No discussion was had. All in Favor. Motion passes.

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- f. Russo's Parking Follow-up
President VanderWall shared that he informed Joe Russo that angled parking was not possible on Main Street.
- g. Final Budget Requests
*Opportunity was given for final budget requests.
The Personnel Team recommends a raise of \$1,000 for the Treasurer position.
The Personnel Team met with Cade Bolser. There was a question of whether we need to budget for back-up plowing. There would need to be some training involved which as well would be two 10-hour shifts at the cost of \$500.
Sebright made the motion to hire Cade Bolser as an on-call, back-up snowplow driver at a rate of \$25 per hour with an additional 2 plow training days as soon as possible.
Kennedy supported.
No discussion was had. All in Favor. Motion passes.*
- h. Tree Lighting / Master Plan Open House – December 10
VanderWall reiterated the plans for the December 10 event from 5 PM – 7 PM.
- 12. Maintenance Report**
 - a. *Salt has been ordered; has not been delivered yet. Planning on this week yet.*
 - b. *Stone Dust is being spread this week.*
 - c. *Cleaning in the Hall is being done by Eric.*
 - d. *We will need to decide if we will continue to plow the Hardware Store Parking lot if it has been sold. We should not plow if it is a private lot.*
 - e. *System Monitoring Station for Sewer Pump Update
No update. Trustee Williams was working on it. Eric will talk to him and follow up at next meeting.*
 - f. *Leaf Pile
Jon & Eric will try to burn some of the leaves when the brush pile gets burned if the wind is good.*
- 13. Public Comment**
Opportunity was given for public comment.
- 14. New Business**

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a. Election Results & Needs

President VanderWall reviewed the results of the November 8, 2022, elections.

b. Oath of Office for Trustees

President VanderWall gave the Oath of Office of Trustee to, Craig Osborn, Dawn Buist, Tabitha Kennedy, Phil Mullet, & Sam Adams

Trustee Kennedy resigned her position as Trustee.

Sebright moved to accept the resignation of Tabitha Kennedy Resignation from the position of Trustee.

Adams supported.

No discussion was had. All in favor. Motion passes.

c. Appointment of Treasurer

President VanderWall appointed Tabitha Kennedy to the Position of Treasurer.

President VanderWall made a motion to approve the appointment of Tabitha Kennedy to the Position of Treasurer. Buist supported.

No discussion was had. All in Favor. Motion passes.

d. Oath of Office for Treasurer

President VanderWall gave the Oath of Office for Treasurer to Tabitha Kennedy.

President VanderWall appointed Brad Sebright to the office of Trustee.

President VanderWall made a motion to approve the appointment of Brad Sebright to the Position of Trustee.

Osborn supported.

No discussion was had. 4 votes in Favor. 1 Abstention. Motion passes.

President VanderWall gave the Oath of Office of Trustee to Brad Sebright.

e. Charter Commission Plans

Oath of Office given to Charter Commissioners Eric Alberda,

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Dawn Buist, & Tabitha Kennedy

Eric Alberda shared that the Charter Commission will begin meeting again in November following a conversation with our Lawyer.

- f. Thanks for Downtown Memorial

President VanderWall read a letter from Bob Larr regarding the Downtown Veterans Memorial.

- g. Council Christmas Party Following Next Meeting

President VanderWall shared with the council the plans for the annual Council Christmas party following the December 2022 meeting.

15. Public Comment

Opportunity was given for public comment.

16. Around the Table

Opportunity was given for the council to share.

17. Public Comment

Opportunity was given for public comment.

18. Adjournment

Adams made a motion to Adjourn the meeting.

Buist supported.

No discussion was had. All in Favor. Motion passes.

Meeting adjourned at 9:01 PM.

On the Back Burner:

- a. Ordinance Book Update (*work to follow Master Plan and Charter Update*)