

Village of Climax

Regular Meeting

February 4, 2014

Present: Pat Clark, Jim Cummings, Tom Jones, Norm Lyons, Bruce Rolfe, Terry Strong, Kyle Smith – President and Brenda Borden – Treasurer, Mike Gibson and Mark Gay – DPW. **Absent:** None.

Guests: John Sauntry, Milbourne Davis.

(Lyons/Strong) Motion to approve the agenda. Unanimously approved.

(Strong/Rolfe) Motion to approve the minutes of January 20, 2014 (Public Forum) as presented. Unanimously approved.

(Strong/Rolfe) Motion to approve the minutes of January 21, 2014 (Regular meeting) as presented. Unanimously approved.

(Rolfe/Cummings) Motion to approve the minutes of January 28, 2014 (Special township board/village council meeting) as presented. Unanimously approved.

Guests: Mr. Milbourne Davis visited the Council to provide an update on the progress of his property (Lumber yard building – N. Main Street). Snow has kept them from getting to the roof. Asked if building is insured – he answered no. Mr. Davis asked for another 90 days to repair roof and cut off the side overhangs. Plans to remove the metal from roof and put up plywood. He secured the back door. Will remove the remaining truck. Claims it is a business and that he is selling wood from building. Asked about a business license and providing insurance as pieces of the roof have blown off and nearly hit the home to the north. Granted 60 days to make repairs.

- **(Strong/Jones)** Motion to allow Mr. Davis until April 1, 2014 to clean up and repair the building, to take down the south side and repair the roof. Unanimously approved.

Communications: None.

Public Works:

- 1) Water samples and pump reports are done.
- 2) Peerless Midwest inspected the pumps.
- 3) Report of the library roof leaking again. Contractor recommended waiting until snow is off roof before poking around and making the condition worse.
- 4) Library furnace has been repaired.
- 5) International plow truck is down with hydraulic cylinder issues. Will need to find a replacement cylinder, however due to weather conditions, demand has caused a shortage. More snow is expected this week and only have the F-350.
- 6) Vehicles parked on streets overnight and during snow removal is causing a traffic danger and hampering the snow removal. A solution needs to be reached.
 - Sheriff Dept has been provided our ordinance and has submitted it to the courts and can now ticket vehicles.
 - Notices are placed on cars and some vehicles have been removed. Others continue to be an issue. Who do we call to tow vehicles?

- Abandoned vehicles can be towed immediately. Had a car parked on Ebinger Street for days – which hampered the snow removal. Found the license plate had been taken off, called the Sheriff Dept and vehicle was removed.
- Vehicles breaking the overnight ordinance must have a notice placed on the car. After 48 hours, the vehicle can be towed. A ticket can be issued prior to towing.
- If the ticket is contested then a representative from the village would have to appear in court. Who would be selected? Who would have the time? Is there attorney involvement and costs?
- Need to determine who has the authority to ticket or tow. The Traffic Control Engineer or the Clerk? What towing company to use – the company the township uses? (T&J Towing).
- Cars on E. Maple Street, near the hall, have had many notices placed on them. These cars are not moved. This may be due to no action taken.
- Where are the cars taken?
- **(Lyons/Cummings)** Motion to allow Mike Gibson, as Traffic Control Engineer, to implement the following procedure to alleviate the vehicle problem: Unanimously approved.
 - Traffic Control Engineer sees an infraction
 - Places a warning notice on the car unless it is causing a danger to public safety – in which will be immediately towed.
 - Contact the Sheriff Dept to notify that the car will be towed.
 - Contact the designated towing service.
- Send to committee to investigate the recovery of DPW costs to clean up snow that has accumulated around parked cars on the street. When the cars are finally moved, it has taken the DPW hours to remove the snow from the street.

Water:

- 1) Still no notification that the two meth houses have been cleared for occupancy.
- 2) Still looking into the CERT program for interested village residents.

Parks, Cemetery, Library:

- 1) Official Grand re-opening for the library is April 12th. Friends of the library have activities planned for February 20 and April 16.
- 2) Most of the automation is done. Over 2000 hours have been donated to make this happen.
- 3) Dehumidifier has been installed in basement. Mold issue needs to be addressed. The large amount of boxes in the basement may be contributing to the mold problem. Need to work with the library board in addressing the clutter/storage problem in conjunction with the mold problem.
- 4) Library board is seeking permission to contact the village attorney and bill the village for their charges. They believe the village's budgeted amount for attorney expenses includes the library. This is not the case. The library should be responsible for their attorney expenses. Jim Cummings read a letter that he has already drafted regarding library issues; Pat Clark will note additional items and send a letter to the library board.

Streets: Bruce has been in communication with the KCRC and will inspect the streets. The condition of some streets may be beyond normal chip seal maintenance and will need to be rebuilt.

Administration:

- 1) Full time employees currently receive \$10 a month to help offset village use of their personal phones. Pat Clark would like to increase that amount to \$20 a month (\$240 per full time employee) for the next budget year. She also would like to amend the 2013-14 budget to pay an addition \$120 per full time employee – increase the line item by \$240.
 - ❖ **(Clark/Rolfe)** Motion to amend the employee phone reimbursement budget line item (water Fund) to \$240 for budget year 2013-14 and pay the additional \$120 to each employee. Roll call vote: Ayes: Cummings, Rolfe, Clark, Strong and Smith. Nays – Lyons. Abstain – Jones. Motion carried 5 to 1 with one abstention.
- 2) 60 water shut off notices were sent out due to non payment. There are approximately 270 homes/businesses on the water system. Many customers are habitual late paying, and a few wait for the day of shut off to pay the bill. This puts an unnecessary burden on the collection system and on the DPW and would like to look into a way to recoup the additional costs. Currently there is a 5% late fee (15 days after the due date) and if a water service is shut off, a \$50 fee is charged to turn the water back on.
 - ❖ Look into a significant late penalty fee to get customers to pay on time. It was suggested that a \$40 fee be charged when shut off notices are sent. That would give customers approximately 30 days to pay the bill.
 - ❖ Pat Clark will contact the attorney to find out if a fee can be done by resolution or ordinance.
 - ❖ Will need to clearly notify customers if there are any changes.
 - ❖ As a safety and good collection policy, we need to purchase a payment drop box to collect payments and allow only the clerk and treasurer access to the box.
 - ❖ **(Clark/Jones)** Motion that the DPW staff is no longer able to accept any payments from customers or handle any cash. Customers will have to utilize the dropbox for all water payments. Unanimously approved.
- 3) Two of three employee reviews have been completed.
- 4) Discipline policy/organizational chart: Will contact the attorney or MML regarding a discipline policy. The administration committee would have control over discipline rather than one person. The organizational chart would determine who handles what and who can give direction.

(Lyons/Strong) The meeting was adjourned at 8:50 p.m.
Scott Torrance - Village Clerk