

RECORD OF PROCEEDINGS

Minutes of

Meeting

VILLAGE OF BEAVERDAM COUNCIL MEETING

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held FEBRUARY 21, 2023

20

VILLAGE OF BEAVERDAM COUNCIL MEETING MINUTES

February 21, 2023

The Beaverdam Village Council met in regular session at the Village Hall.

The meeting began with Council Member Gossard saying a prayer. All present then stood and recited the Pledge of Allegiance.

Roll call was taken, and the following Council members were present: Carl Murray Todd Long, Barb Gossard, Tom Nowlan, and Anthony Myers. Jerry Neuenschwander was absent.

VISITORS: There were no visitors present.

There was one correction to the February 7, 2023 minutes. Council member Barb Gossard made a motion to accept the minutes, and it was seconded by Council member Tom Nowlan. Roll call was taken: Anthony Myers "yes", Tom Nowlan "yes", Barb Gossard "yes", Todd Long "yes", and Carl Murray "yes". **Motion passed.**

OLD BUSINESS:

Todd Long didn't have anything new to report about the Easter Egg Hunt. Barb Gossard mentioned that the sign out-front of the town hall for the Easter Egg Hunt looks very nice, she also mentioned that she has ordered the bunny suit.

Solicitor Huffman mentioned that he revised the Council meeting rules list that was reviewed last meeting, adding about executive session procedures.

A motion to suspend the three readings on ordinance 2023-08 regarding the adopting the Council Meeting Rules was made by Anthony Myers and seconded by Todd Long. Roll call was taken: Tom Nowlan "yes", Barb Gossard "yes", Anthony Myers "yes", Carl Murray "yes", and Todd Long "yes". **Motion passed.**

A motion was made by Anthony Myers to pass Ordinance 2023-08 regarding adopting the Council Meeting rules, it was seconded by Todd Long. Roll call was taken: Barb Gossard "yes", Todd Long "yes", Carl Murray "yes", Anthony Myers "yes", and Tom Nowlan "yes". **Motion passed.**

Solicitor Huffman mentioned that for someone to be able to present during the privilege of the floor section of the meeting they need to fill out a form stating their reason for their visit before they will be given the floor.

NEW BUSINESS:

The auditor let the Village that we need to adopt a public records policy. The Village has a records retention schedule, but not the required records commission. The Records Commission consists of the mayor, solicitor, fiscal officer and one citizen. Hutchinson is going to have the auditor look at the public records policy before council adopts the policy.

The Allen County Land bank dropped off applications for the Allen County Land Reutilization Corporation application if anyone in town needs one, or would qualify.

The Post Audit meeting is Wednesday February 22 at 4:00pm. Tom, Barb, and Carl are being informed of the meeting now since the Village doesn't have an email for them.

FISCAL OFFICER REPORT A motion to accept Ordinance 2023-09 (*An Ordinance to Pay Bills*) was made by Council member Todd Long and seconded by Council member Tom Nowlan. Roll call was taken: Tom Nowlan "yes", Anthony Myers "yes", Barb Gossard "yes", Todd Long "yes", and Carl Murray "yes". **Motion passed.**

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A motion was made by Todd Long to accept February 21, 2023 Appropriations Summary and seconded by Carl Murray. Roll call was taken: Carl Murray "yes", Todd Long "yes", Barb Gossard "yes", Anthony Myers "yes", and Tom Nowlan "yes". **Motion passed.**

A motion was made by Tom Nowlan to accept February 21, 2023 Fund Summary and seconded by Barb Gossard. Roll call was taken: Anthony Myers "yes", Todd Long "yes", Carl Murray "yes", Barb Gossard "yes", and Tom Nowlan "yes". **Motion passed.**

A motion was made by Todd Long to accept February 21, 2023 Revenue Summary and seconded by Tom Nowlan. Roll call was taken: Carl Murray "yes", Barb Gossard "yes", Tom Nowlan "yes", Anthony Myers "yes", and Todd Long "yes". **Motion passed.**

A motion was made by Todd Long to accept January 2023 Bank Reconciliation and seconded by Carl Murray. Roll call was taken: Todd Long "yes", Barb Gossard "yes", Carl Murray "yes", Tom Nowlan "yes", and Anthony Myers "yes". **Motion passed.**

COMMITTEE REPORTS

MAYOR: Mayor LePine is looking into the flags for the light poles.

FINANCE: There was nothing to discuss currently.

STREET: There was nothing to discuss currently.

SAFETY/TREES: There was nothing to discuss currently.

BUILDING: The painter is supposed to be here Wednesday February 22.

REC BOARD: Todd Long mentioned that there is a racecar missing at the top of the playground equipment. Swisher met with the soccer people, and moving the field isn't going to be an issue, but the next day he got an email about the soccer leaving the Village Park because they might be getting land donated to use for fields in Bluffton.

UTILITY: There was nothing to discuss currently.

PROPERTY MAINTENANCE: There was nothing to discuss currently.

VILLAGE ADMINISTRATOR:

Swisher gave everyone Prospect waterline project schedule, and that could be starting as early as November. The cost of the project has increased by \$100,000, due to the rising cost of materials and engineering costs.

Solicitor Huffman is working on getting a letter prepared to send to the Gerdeman property owners before we can fill out the complaint of valuations.

The Auditor wants the Village to have a Disaster recovery plan where if something happens to the building the Village can go somewhere else and continue business.

The auditor also would like to see the Village have a time off request policy and a utility adjustment policy with accompanying forms to have those things approved. The auditor also wants the Village to have a stale dated check policy. These are things that should be added to the council year end check list.

The Dump truck paperwork is filled out and pictures have been taken to post it for sale on GovDeals. Swisher mentioned that hopefully the Village gets a decent amount of money out of the Dump truck, because the pickup truck is getting to the end of its useful life. The Maintenance workers just got a couple new tires because one of the tires has 12 patches.

Council President Anthony Myers put together new committees for the year.

SOLICITOR: Huffman has nothing to discuss currently.

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With no further business, a motion to adjourn was made by Council Member Anthony Myers and seconded by Council Member Todd Long. Roll call was taken: Tom Nowlan "yes", Barb Gossard "yes", Anthony Myers "yes", Todd Long "yes", and Carl Murray "yes". **Motion passed.**



Mayor



Council President



Fiscal Officer