

Village of Easton

Regular Meeting – May 4, 2020

The regular meeting of the Easton Board of Trustees was held May 4, 2020. The meeting was held in the Village Hall and included participation via Zoom video conference due to COVID-19 restrictions. The meeting was called to order at 7:00 p.m. Those in attendance at the Village Hall were President Kate Nunn, Trustee: Don Mustered. Others in attendance at the Village Hall were Josh Walters, Judy Miller, and Joanna Mustered. Those that participated via Zoom video conference: Trustees: Charlene Fangmeier, Kent Gray, Brock Riggins, Eric Ratliff, and Zain Attebery.

Absent: Chief Williams

Public: Austin Williams – participated by Zoom video conference.

2. Minutes of the regular meeting held April 9, 2020 were read. Brock motioned to approve the minutes as presented. Zain seconded the motion. The motion carried with all eyes

3. All bills were given to the Trustees for review and approval. Joanna reported that all expenses were normal. Joanna informed the board Quickbooks had been updated to the newest version. Don motioned to approve all the bills as presented. Zain seconded the motion. Voice vote taken and motion carried 6-0.

4. **Street Department:** Josh reported that had burned the brush pile and intends to do so again before the crops are up in the adjacent field. He rented a bucket sweep to clean the streets of debris. He informed the board that Bruce from the Community Bank of Easton had inquired about the parking blocks on the east side of the bank building. He asked that if the bank purchased new parking blocks would it be possible for the town to install them? Kate recommended we purchase them to save on taxes and Josh install them when they are received. Josh reported that he has been looking into different options available for a back hoe to be purchased. He had found two different ones, the least expensive being a 2000 model at a price of \$24,000. Kate recommended to continue looking for cheaper options. Josh also reported that Brian Shawgo had turned in his hours for April for streets, water, and skid steer usage. Josh purchased the mail slot for the water bills, it will be installed soon.

Kate said she was contacted by a resident on North 2nd Street regarding a tree on an adjacent lot that had fallen and is leaning precariously toward his property. The resident wanted to know if the city can help with this issue. Kate will check with Chief Willis about trying to contact the property owner of the adjacent property to get this issue resolved.

Water/Sewer Department: Josh reported the Consumer Confidence Report for water quality for 2019 is available for viewing. He also mentioned the EPA is inquiring what type of water lines residents have in their houses. He will send out a letter to ask residents to check their water lines and respond with the type of lines they have in their residence.

Kate reminded everyone that the summer water rates are now in effect.

6. **Animal/Insect Report:** Kate reported that Don Osborn will do the mosquito spraying for the village this year at the same rate as last year. He will be taking the spraying machine to be tested and reported that the village has plenty of spray to last the year.

7. **Police Department:** Kate read the police report that Chief Willis had provided. She reported that the certified letter to Ricky Gray had been returned. She instructed to issue citations for both vehicles at his residence as they violate village ordinance and have been in violation for months with no response from Ricky Gray. She recommended he also receive a warning regarding the condition of his property being unkept and overgrown.

8. **Treasurer's Report:** Judy presented the reports. She noted that the General Fund and Water Fund balances were higher than last month. She added that the main revenue for the General Fund was from sales tax and income tax. The village also received another payment for the Cannabis tax. She also noted that the General Fund ended the fiscal year at almost the same balance as last year. All other funds were normal. A motion was made by Don and seconded by Kent to approve the Treasurer's Report as presented. Motion carried with all eyes.

Eric Ratliff exited the video conference at 7:43 p.m.

9. **Old Business:**

A. **Mowing Quotes/Bids:** Kate reported that in addition to Austin Williams' bid (\$200 for all 5 properties in the village per mowing, including rolling), the village received a bid from Beau Attebery (\$172 for all 5 properties in the village per mowing). Charlene motioned to award the 5 properties within the village to Beau Attebery and continue having Austin Williams maintain the sewer lagoons with the requirement that Beau provide proof of insurance by Friday, May 8th showing liability coverage at a minimum of \$1,000,000. Brock seconded the motion. Voice vote taken: Charlene – aye, Kent – aye, Don – nay, Zain – aye, and Brock – aye. Motion carried 4-1.

B. **Village Water Billings during COVID-19:** Kate reported that since the shelter-in-place order is still active the village should continue to waive late fees and disconnections until the order is lifted. She recommended that once the order is lifted, those behind on payments will have 3 months from that time to pay their bills in full. Brock motioned to waive late fees and disconnections until the order is lifted, as well as allow those behind on water bills once the shelter-in-place order is lifted, will have 3 months to catch up and pay their bills in full. Zain seconded the motion. Motion carried with all eyes. The board will revisit this issue in June.

10. **New Business:**

A. **Vacant Properties:** Kate reported there are 5 properties within the village that are unmaintained. Chief Willis will be sending warnings to these property owners.

She informed the board that at present time the village has been unable to contact the owners of the Tungate property on south 3rd street. Due to the extremely tall grass

and pests living in this yard, she recommended having Austin Williams clean the property up for a one time fee of \$100, followed by mowing the property every two weeks at a cost of \$35 per mowing. Kent motioned to have Austin Williams clean the property up for a one time fee of \$100, followed by mowing the property every two weeks at a cost of \$35 per mowing. Zain seconded the motion. Motion carried with all ayes.

Kate also reported that at the time of the meeting the Colander property located on East Mason had not switched legal owners. The village had been told the property sold and due to this the village would not need to maintain this property any longer. However, due to not having an official record of property transfer the village is concerned the property will continue to be overgrown. Joanna will call the courthouse to verify whether the property has been sold or if the previous owner is still in control of the property. Kate recommended if the property is still in the previous owner's name the village should continue upkeep and ask Austin Williams to maintain the property. If he is not interested in maintaining it, the village will contact Swaar Brothers. Don motioned to maintain this property if there has not been a transfer in title verified by the courthouse and ask Austin Williams to do so, if he is not interested the village will contact Swaar Brothers. Kent seconded the motion. Motion carried with all ayes.

10. Public Comment: Kate reported that the village had a current Census response rate of only 57%. She asked for a letter to be sent out to the residents to encourage participation.

Charlene inquired if there has been a date set for this year's audit, Kate responded that as of this time no date has been set as the auditors are not working normal hours due to COVID-19.

11. Executive Session: None.

12. Adjourn: Kent motioned at 8:28 p.m. to adjourn the meeting. Brock seconded the motion. Motion carried with all ayes.

The next regular monthly meeting is scheduled for June 8, 2020.

Joanna Mustered – Village Clerk