

**EDMORE VILLAGE COUNCIL**  
**APPROVED JOURNAL OF MINUTES**  
**August 14, 2017**

1. **CALL TO ORDER:** The regular session of the Village of Edmore Council was called to order on Monday, August 14, 2017, at 7:00 p.m. in the Curtis Community Building by **President Pro-Tem Aaron Hadley**.
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL:** Members Present –**Ashbaugh, Burr, Davis, Deja, Hadley, Kohn**. Also present were: **Elaine Leak** – Village Treasurer, **Michelle Leak-Rensland** – Village Clerk, **Sergeant Steven Snyder** – Sheriff Deputy. Absent: **Neil Rankin** – Village Manager.
4. **APPROVAL OF AGENDA:** Motion by **Ashbaugh** to accept the amended agenda by including item 9.h Performance Resolution, supported by **Deja**.
5. **PUBLIC COMMENTS:** Agenda Items
  - a. Mrs. Monroe questioned about an extension on her fence, was referred to Mr. Rankin.
  - b. Mr. Macklin wondered if Mike Kotenko’s resignation letter was legal as he did not make note of the day he signed the letter.
  - c. Ms. Dodson discussed requirements for serving on the Village Planning Commission.
6. **DEPARTMENTAL REPORTS:**
  - a. **POLICE REPORT:** Presented by **Sergeant Steven Snyder**. Report on file.
  - b. **FINANCE REPORT:** Report on file. 2 loans are current, 1 is past due.
  - c. **DPW REPORT:** Ongoing summer work, cleaning downtown, took water samples, problems with power at the park pavilion.
  - d. **CLERK REPORT:** No report.
  - e. **TREASURER REPORT:** **Elaine Leak** presented accounts balanced through June. Report on file.
  - f. **MANAGER REPORT:** **Neil Rankin** submitted a written report as he was not in attendance.
    - i. Auditors have provided price for presenting audit to council.
    - ii. Mike Kotenko has signed his resignation letter.
    - iii. Appointment of new Village President – 1 person has submitted a letter.
    - iv. Chicken Ordinance – need to set date for Public Hearing.
    - v. Planning Commission – resignations and applicants.
    - vi. Power at Curtis Park Pavilion – 1 estimate has been provided.
7. **OLD BUSINESS:**
  - a. Auditor Report: Motion by **Ashbaugh** to amend the contract with Berthiaume & Company CPA to present the audit every other year at the cost of no more than \$475 per visit, supported by **Kohn**. Discussion: **Hadley** – Meeting would be during regular council meeting, will not be a

public forum. **Burr** – Are they coming this year or next year? *AMENDED MOTION: Motion by Ashbaugh to amend the contract with Berthiaume & Company CPA to present the audit every other year beginning with 2017, and then come every other year (2019, 2021, 2023...), at the cost of no more than \$475 per visit, supported by Kohn.* Discussion: **Kohn** – Should we limit the time of the presentation? **Burr** – How should residents handle concerns? **Hadley** – Submit any questions or concerns to a council member or to Neil. **Deja** – Tracy should be present during the discussion of the audit to answer questions. **Burr** – Will it be a regular meeting or a special meeting? **Hadley** – Neil will speak with auditors and set a date for the presentation. Update will be given next month. ROLL CALL VOTE: YES – **Ashbaugh, Burr, Davis, Deja, Hadley, Kohn.** MOTION PASSES 6-0.

- b. **Resignation of Mike Kotenko:** Discussion: Letter was signed by Mike after the last meeting. **Burr:** It should have been dated on the day he signed. **Davis:** Will it matter in the future? **Deja:** Mike should sign and include date of signing. **Burr:** Would like legal copy in packet next month.

## 8. NEW BUSINESS:

- a. MEETING MINUTES – Minutes presented from the July 10, 2017 Regular Meeting for approval. 15.d.ii: Question as to how many votes are needed to pass this motion. Amend date to read July 10, 2017. Motion by **Burr** to accept with these corrections, supported by **Deja**. ROLL CALL VOTE: YES – **Ashbaugh, Burr, Davis, Deja, Hadley, Kohn.** MOTION PASSES 6-0.
- b. PAYMENT OF BILLS – Motion by **Kohn** to approve payment of the presented bills, supported by **Burr**. Discussion of purchase of laptop for clerk use. ROLL CALL VOTE: YES – **Ashbaugh, Davis, Deja, Hadley, Kohn.** NO – **Burr.** MOTION PASSES 5-1.
- c. APPOINT NEW VILLAGE PRESIDENT – Motion by **Burr** to appoint Tom Colburn as Village President for remainder of term ending in November 2018, supported by **Deja**. Discussion: **Deja** – Can we do this if Mike has not signed and dated his letter? **Hadley** – Mike has “effective as of June 19” in letter so is not an issue. **Kohn** – Was he the only applicant? **Hadley** – Colburn was the only name was submitted that agreed to serve the appointment. **Kohn** – Has he been interviewed? **Hadley** – No interview, just based on letter. It will be the council’s decision in the end. **Kohn** – People can usually question the candidates before elections. Having no interview does not allow members to find out about the person. **Hadley** – There usually is no interview when filling an opening on council. **Burr** – Has good qualifications, has served in government positions before. **Kohn** – Doesn’t feel comfortable voting without talking to the person. **Hadley** – Tone of letter was insulting to council. ROLL CALL VOTE: YES – **Burr.** NO – **Ashbaugh, Davis, Hadley, Kohn.** ABSTAIN – **Deja.** MOTION FAILS 1-4, 1 abstention.
- d. CHICKEN ORDINANCE – Motion by **Ashbaugh** to set a public hearing for September 11, 2017, to discuss a Chicken Ordinance, supported by **Davis**. Discussion: **Hadley** – Will refine wording to clarify “livestock”. **Burr** – Also need to refine ordinance to address resident raising bunnies. Slaughter language – can’t eat the chickens? **Hadley** – Must take to processor or out of town. ROLL CALL VOTE: YES – **Ashbaugh, Burr, Davis, Deja, Hadley, Kohn.** MOTION PASSES 6-0.
- e. PLANNING COMMISSION – Motion by **Ashbaugh** to appoint Peterson and Hunt to Planning Commission, supported by **Davis**. Discussion: **Hadley** – Two people have resigned. Have 3 applicants for 2 openings. **Kohn** – What is function of commission? **Hadley** – Sets master plan, creating capital improvement plan, sets the direction for the Village. Works with other

- committees (DDA, Parks and Rec). **Burr** – How often do they meet? **Hadley** – Believes it is quarterly. **Kohn** – Do we need to have people who live in Edmore? **Burr** – Need to be village residents. **Deja** – Could we put meeting dates in newsletter? **Burr** – Would like to see current ordinance concerning planning commission. **Hadley** – Need to be sure we are following state Enabling Act and Village Charter. Motion by **Deja** to TABLE motion until next meeting to get more information, supported by **Ashbaugh**. ROLL CALL VOTE: YES – **Ashbaugh, Burr, Davis, Deja, Hadley, Kohn**. MOTION TO TABLE PASSES 6-0.
- f. POWER TO PARK PAVILION –
- i. Motion by **Burr** to put power repair/upgrade out to bid, supported by **Deja**. Discussion: **Hadley** – Line running to pavilion has corrosion, no power to outlets. Edmore Electric provided estimate with 2 options. **Burr** – Should have been put out to bid. **Kohn** – How many more rentals for this season? **Hadley** – Five more rentals this season. **Burr** – Has been a problem for several months. People should get fee back because of no power. **Kohn** – Want to see it fixed quickly, but would like more estimates. Could we contact other electricians? **Hadley** – Could wait until next month or hold a special meeting? **Kohn** – Can it be fixed before Potato Fest? **Hadley** – Not likely. Can get power by running extension cord from pole. ROLL CALL VOTE: YES – **Burr, Deja**. NO – **Ashbaugh, Davis, Hadley, Kohn**. MOTION FAILS 2-4.
  - ii. Motion by **Kohn** to have Village Manager or Head of DPW contact three area licensed and qualified electricians for estimates and let Executive Committee make decision about options, with costs not to exceed \$1960, supported by **Ashbaugh**. Discussion: **Deja** – Should be looking to replace conduit and junction box (option #1). **Kohn** – After getting information, the committee can make an informed decision. **Burr** – Whole council should get to vote, should hold special meeting. **Leak-Rensland** – We need to give notice of 3 days before holding special meeting. **Kohn** – Is committee meeting open to public, could other council members attend. **Hadley** – If others attend it would then be a quorum and subject to open meetings act. **Deja** – Could we get info emailed? ROLL CALL VOTE: YES – **Ashbaugh, Davis, Deja, Hadley, Kohn**. NO – **Burr**. MOTION PASSES 5-1.
- g. ORDINANCE COMMITTEE – Motion by **Burr** to form an Ordinance Committee of 3 members to review ordinances and recommend updates, supported by **Deja**. Discussion: **Deja** – Many ordinances were updated a few years ago. **Burr** – Very few are online. **Hadley** – Executive Committee has been working to revise ordinances, preparing to bring before the council. **Deja** – Whole council must vote on proposed changes. ROLL CALL VOTE: YES – **Ashbaugh, Burr, Davis, Deja, Kohn**. NO – **Hadley**. MOTION PASSES 5-1.
- h. PERFORMANCE RESOLUTION – Motion by **Ashbaugh** to accept written resolution, supported by **Burr**. Discussion: **Hadley** – New procedures by the State to close roads for activities, must have resolution on file before any permits can be issued. **Leak-Rensland** – This names Rankin as our spokesperson who can apply for permits on behalf of the village. Good for as long as he is manager. **Deja** – Once this is on file, we just notify the state? **Hadley** – Rankin can apply for a permit. **Ashbaugh** – Renewed yearly? **Hadley** – Should not have to renew yearly. ROLL CALL VOTE: YES – **Ashbaugh, Burr, Davis, Deja, Hadley, Kohn**. MOTION PASSES 6-0.

**9. PUBLIC COMMENTS:**

- a. Mr. Schuitema questioned how long since council members have received ordinance book? Would help to have everyone have same information as ordinances are reviewed.
- b. Mrs. Drain stated Council did not address revision of old ordinance (concerning livestock). This also needs public hearing to be set.
- c. Ms. Dodson wondered why a three-person committee is making monetary decisions instead of the whole council. Feels these issues should be brought back to entire council. She is disappointed in Council comments made during the meeting.
- d. Mrs. Oswald inquired if there are any guidelines on materials to be used concerning the village fencing ordinance.
- e. Mr. Mackin expressed displeasure with council comments at meetings and in newspaper. Questioned reasoning concerning the Planning Commission and DDA appointments.
- f. Mr. Rasmussen stated he is upset about village staff leaving office vacant while taking breaks.
- g. Mr. Harkness is concerned about reasons for fencing properties. Fears about growing marijuana in village limits.
- h. Mrs. Haas stated need for sound system during meetings. Is also upset about condition of village pond, is not attractive for town visitors.

**10. COUNCIL COMMENTS:**

- a. **Ashbaugh** shared news article concerning Regan fencing situation.
- b. **Davis** stated the pond is part of county drain system, does not always look murky.
- c. **Burr** reported cases of undelivered trash containers. Need to examine ordinances concerning fencing.

**11. MOTION TO ADJOURN: Hadley** adjourned the meeting at 9:00 p.m.

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**Village Clerk**

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**Village President**  
**Approved for Publication**

**NEXT MEETING:**