

**VILLAGE OF LAKEVIEW**  
**REGULAR COUNCIL MEETING MINUTES**  
**January 11, 2022**

President Griffith called the meeting to order at 7:00 p.m.

**Members Present:** Emily Griffith, Lane Leppink, Kate Behrenwald, Jyll Mitchell and Chris Fryover arriving at 7:06 pm.

**Members Absent:** Dominic Trevino and Greg Saxton

**Also Present:** Manager & Chief, Darin Dood, Lieutenant Russell, OIC Scott Smith, DPW Supervisor Brian Bucholtz and Clerk Melissa King.

**AGENDA APPROVAL:** Behrenwald moved and Leppink seconded to approve the agenda as presented. Motion carried.

**PUBLIC COMMENTS:** None

**STANDING ITEMS**

Leppink moved and Mitchell seconded to approve the Meeting Minutes from December 14, 2021 as presented. Motion carried.

Behrenwald moved and Mitchell seconded to approve the Airport and Public Safety Committee meeting minutes from December 21, 2021 as presented. Motion carried.

Leppink moved and Behrenwald seconded to approve the Personnel & Finance Committee meeting minutes from December 21, 2021 as presented. Motion carried.

Behrenwald moved and Leppink seconded to approve the Parks and Cemetery Committee meeting minutes from December 22, 2021 as presented. It was asked if we discussed at the meeting why the cameras weren't working at Lakeside Park bathroom? The cameras weren't reinstalled yet because the work wasn't completely finished. When asked if parking at Lakeside Park was discussed, it was not. This issue has previously been discussed with the DDA. It is something Manager Dood will be looking into this summer. It could be a significant project. Motion carried.

Leppink moved and Behrenwald seconded to approve the Water-Sewer-Streets Committee meeting minutes from December 22, 2021. Manager Dood explained how the BS&A software will work with the new reading device. Motion carried.

Fryover moved and Behrenwald seconded to approve the December bills in the amount of \$352,164.78 as presented. It was asked what TIFA is. Manager Dood explained it is the capture

of State Equalized Value within the boundaries of the DDA. This capture is what funds the DDA. Motion carried.

## **REPORT**

Lieutenant Russell stated their numbers are low because of illness within the department. We are still working on filling the afternoon officer position. Manager Dood stated that he re-wrote the job posting for the state's website hoping it will help fill the position. Lieutenant Russell added the most significant increase this past year has been the report writing. It is up due to several investigations that needed follow up.

Supervisor Bucholtz added the implements are back for the new loader and are ready to go.

Nothing was added to OIC Smith's report.

Manager Dood did not add anything to his report. When asked about the cemetery tree work, he stated that the work from the current fiscal year will be complete in the next few weeks. The new RFP is on our website for next fiscal year's tree work and is due April 1<sup>st</sup>. He and Brian will be marking the trees that are on the RFP.

## **NEW BUSINESS**

### **Budget Amendments**

Fryover moved and Behrenwald seconded to approve the budget amendments as presented. Manager Dood explained the sewer amendment is to replace a lift station pump. This pump was due to be rehabbed but was too far gone for fixing and needs to be replaced. The remainder, are line items that were approved at prior council meetings and need to have the amendment in the department. Motion carried.

### **Budget Review/Narrative Draft**

#### **General Fund**

Manager Dood reviewed with Council the 2022/23 FY budget draft that was presented. In the General Fund, the 158,000 that shows in revenue is money that is pulled from other departments that covers the manager and clerk's salary and fringe. The Village Hall line item is the expense for the new Quonset roof and the bond/IPA payments. The cemetery revenue and expenditures are close this year. We are not spending much in this department. Not much is changing in the police. The wage for an additional full-time officer has not been added to the budget. We will do a budget amendment if we are able to fill this position. Planning and Zoning expense is higher due to the fact the zoning ordinance will not be completed until the new fiscal year. The remainder of the contract is figured in. Public works revenue is generated by the general fund. This department has many small line items. The wages in DPW are primarily used to maintain vehicles and equipment. The Tamarack Lake line is our share of the Tamarack Lake Project assessment that the Village pays for the property we own within the assessment district. We are not exempt from this property tax as a municipality. The storm drain line item is for any drain work the county does on village owned property. Environmental is basically for

tree work, leaf pickup, and trash collection. This line is used for the Village clean-up days in the spring and fall also. Building, grounds and parks expense is the mowing, cleaning, electric, heat, and anything else related to the municipal parks and grounds. This line item is higher than normal due to the resurfacing of the parking lots and the new signage we have budgeted for this year. Now that we are managing the fuel at the airport, these lines may change throughout the year. This is unchartered territory for us and will be a learning experience for future budgets.

### **Street Funds**

All three street funds are essentially the same in what they do. The major and local street funds are primarily funded by State Act 51 money. We will be partnering with the county again for crack sealing. Sidewalk repair is also in the budget. We are shifting our focus and priority to an asset management system, or preventative road maintenance.

### **Property Replacement Fund**

The Property Replacement Fund will receive funds this year to help fund the new patrol car and mini truck. These items are in the CIP. We will also be purchasing 2 new Hustler lawn mowers to replace the old ones.

### **DDA Fund**

The majority of DDA revenue comes from the TIFA capture. This helps pay for street lights, Christmas lights, the pocket park loan and their annual contribution for the Municipal Complex. They have set aside \$7,500 to contribute to a potential path around the lake.

### **Sewer Fund**

The Sewer Fund does not meet the capital need of the system as a whole. The overall goal is to ensure we are accurately tracking our systems current and future needs. We need to ensure our rates match the needs of the system. The only project we will be doing in the sewer department this year is the 2 pumps at the lagoon. The remaining expense is simply to run the day-to-day operations of the sewer department.

### **Water Fund**

The Water Fund does not currently meet the capital needs of the system. There are no big projects planned for this department. If we receive the CDBG then we will use some water funds for our match with this grant.

### **CIP**

Manager Dood reviewed the Capital Improvement Plan with council. Each department has a CIP plan in place. These numbers on the Capital Improvement Plan essentially match what is in the Capital Outlay line item in the budget. This plan is laid out for six years. When you are reviewing the budget, you really want to make sure the focus is on the first year and potentially the second year.

### **Manager Review**

President Griffith thanked council members for submitting their manager evaluations. The Personnel & Finance committee went through the evaluations at their December meeting. Manager Dood's evaluations all met "exceeding expectations" and "above average" marks. So, the Personnel & Finance committee, per Manager Dood's contract, can honor a 1-3% raise. The committee recommends a 3% raise for Manager Dood.

Fryover moved and Behrenwald seconded to approve the 3% raise for Manager Dood. Motion carried.

Fryover moved and Behrenwald seconded to adjourn meeting at 8:32 PM. Motion carried.

Police Report – 28 complaints, 3 tickets, 3 verbal warnings, 3 traffic stops, 2 liquor inspections, 40 property inspections and 0 arrests.

Respectfully submitted,

Melissa King  
Village Clerk

*The Village of Lakeview is an equal opportunity employer and provider.*