

**APPROVED MINUTES OF THE VILLAGE OF UNIONVILLE COUNCIL MEETING
HELD ON DECEMBER 21, 2020**

In light of the current Coronavirus (COVID-19) pandemic, special accommodations have been set in place for public member attendance via Zoom and telephone for the Monday, December 21, 2020 Council meeting.

President Matt Prime called the meeting to order at 7:05 pm, followed by the Pledge of Allegiance.

Present: Jeff Anker, Vickie Balzer, Matt Prime, Jon Townsend, Dave VanHove, Clerk Jessica VanHove, Deputy Clerk Dottie Zube, Treasurer Leila Rish, Police Chief Bill Owens and DPW Assistant Brent Vermeersch.

Guests: Karly Creguer, John Katnik, Andrew Armstead, and Kathy Trischler.

APPROVAL OF MINUTES: **Motion** by Balzer, second by VanHove to approve the November 16, 2020 minutes as presented. Roll Call Vote: Jeff Anker-Yea, Vickie Balzer-Yea, Jon Townsend-Yea, Dave VanHove-Yea, and Matt Prime-Yea. 5 Yeas. Motion carried.

PUBLIC COMMENT: Public comment was requested by President Prime. Karly Creguer from the Thumb Blessing Box Project present to request that a Blessing Box be placed at the pavilion at Kemp Memorial Park. The Thumb Blessing Boxes are placed in the community for anyone in need of the donated items. The community is free to donate items to the box also.

- **Motion** by VanHove, second by Balzer to allow the Thumb Blessing Box Project to place a donation box at Kemp Memorial Park. Roll Call Vote: Jeff Anker-Yea, Vickie Balzer-Yea, Jon Townsend-Yea, Dave VanHove-Yea, and Matt Prime-Yea. 5 Yeas. Motion carried.

John Katnik and Andrew Armstead present at the meeting to request that the Council consider them to fill the open positions on the board.

- **Motion** by Balzer, second by Townsend to appoint John Katnik to fill an open board position ending November 19, 2022. The Clerk will meet with Mr. Katnik as soon as possible on Tuesday morning to swear him in. Roll Call Vote: Jeff Anker-Yea, Vickie Balzer-Yea, Jon Townsend-Yea, Dave VanHove-Yea, and Matt Prime-Yea. 5 Yeas. Motion carried.
- **Motion** by Balzer, second by Townsend to appoint Andrew Armstead to fill an open board position ending November 19, 2022. The Clerk will meet with Mr. Armstead as soon as possible on Tuesday morning to swear him in. Roll Call Vote: Jeff Anker-Yea, Vickie Balzer-Yea, Jon Townsend-Yea, Dave VanHove-Yea, and Matt Prime-Yea. 5 Yeas. Motion carried.

BUDGET ADJUSTMENTS: **Motion** by VanHove, second by Anker to approve the following budget adjustments as presented by the Clerk. Roll Call Vote: Jeff Anker-Yea, Vickie Balzer-Yea, Jon Townsend-Yea, Dave VanHove-Yea, and Matt Prime-Yea. 5 Yeas. Motion carried.

ACCOUNTS	FROM	TO	DIFF.	REASON
GENERAL				
101-446-940-00 EQUIPMENT RENTAL	\$16,000	\$19,746.40	\$3,746.40	EXTRA EQUIP USE
MAJOR STREET				
202-478-726-00 SUPPLIES – WINTER	\$200	\$280	\$80	BULK ROAD SALT
LOCAL STREET				
203-463-702-00 SALARIES REGULAR	\$3,200	\$3,329.50	\$129.50	EXTRA WORK IN LS
203-463-940-00 EQUIPMENT RENTAL REGULAR	\$3,500	\$4,098.60	\$598.60	EXTRA EQUIP USE
203-478-726-00 SUPPLIES WINTER	\$200	\$280	\$80	BULK ROAD SALT
EQUIPMENT RENTAL				
661-932-930-00 REPAIR & MAINTENANCE	\$9,150	\$11,150	\$2,000	MOTRIM MOWER REPAIR

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AUTHORIZE PAYMENT OF BILLS: **Motion** by Balzer, second by Anker to pay the December 2020 accounts payable of \$20,705.65. Roll Call Vote: Jeff Anker-Yea, Vickie Balzer-Yea, Jon Townsend-Yea, Dave VanHove-Yea, and Matt Prime-Yea. 5 Yeas. Motion carried.

NEW BUSINESS:

Appointment of Pro-Tempore

- **Motion** by Anker, second by VanHove to table the appointment of Pro-Tempore until the January 2021 meeting in order to have a full complement of board members present. Roll Call Vote: Jeff Anker-Yea, Vickie Balzer-Yea, Jon Townsend-Yea, Dave VanHove-Yea, and Matt Prime-Yea. 5 Yeas. Motion carried.

Appointment of Committees

- **Motion** by VanHove, second by Balzer to approve the following committee appointments as presented by the President for the 2020-2021 fiscal year. Roll Call Vote: Jeff Anker-Yea, Vickie Balzer-Yea, Jon Townsend-Yea, Dave VanHove-Yea, and Matt Prime-Yea. 5 Yeas. Motion carried.

Police	Katnik/Balzer
Streets & Sidewalks	Anker/Prime
Utilities	Balzer/Townsend
Park	Prime/Anker
Budget	Prime/Katnik/Townsend
Buildings, Grounds & Equipment	Anker/Townsend/Armstead
Wages	Prime/VanHove
Sanitary Sewer & Water	Prime/VanHove
Insurance	Prime/VanHove
Zoning	Katnik/Armstead
Fire Board	VanHove/Balzer

UNFINISHED BUSINESS:

Appointment of Zoning Administrator

- **Motion** by VanHove, second by Balzer to approve the President's appointment of John Katnik as Zoning Administrator upon being sworn in as a Village Trustee. Roll Call Vote: Jeff Anker-Yea, Vickie Balzer-Yea, Jon Townsend-Yea, Dave VanHove-Yea, and Matt Prime-Yea. 5 Yeas. Motion carried.

Change Check Signer

- **Motion** by VanHove, second by Townsend to remove Ralph Rasch as a signer from the Village checking account. Roll Call Vote: Jeff Anker-Yea, Vickie Balzer-Yea, Jon Townsend-Yea, Dave VanHove-Yea, and Matt Prime-Yea. 5 Yeas. Motion carried.
- **Motion** by Anker, second by Balzer to add Matt Prime as a signer on the Village checking account. Roll Call Vote: Jeff Anker-Yea, Vickie Balzer-Yea, Jon Townsend-Yea, Dave VanHove-Yea, and Matt Prime-Yea. 5 Yeas. Motion carried.

Change Signer on Village CD Accounts

- **Motion** by VanHove, second by Townsend to remove Ralph Rasch as a signer from the Village's CD accounts at TCF Bank, TeamOne Credit Union and Independent Bank. Roll Call Vote: Jeff Anker-Yea, Vickie Balzer-Yea, Jon Townsend-Yea, Dave VanHove-Yea, and Matt Prime-Yea. 5 Yeas. Motion carried.

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- **Motion** by Balzer, second by Anker to add Matt Prime as a signer to the Village's CD accounts at TCF Bank, TeamOne Credit Union and Independent Bank. Roll Call Vote: Jeff Anker-Yea, Vickie Balzer-Yea, Jon Townsend-Yea, Dave VanHove-Yea, and Matt Prime-Yea. 5 Yeas. Motion carried.

TREASURER REPORT: Treasurer Leila Rish gave the Treasurer's report to the Council. The water vendor received \$495.25 in November. She discussed the Village's account balances and stated that she recently renewed some of the short-term CD's for a longer term because the interest rates were so low.

FIRE DEPARTMENT: The ACW-Unionville Fire Department financial report was made available to the Council. The next Fire Board meeting scheduled for February 4, 2021.

POLICE: Police Chief Bill Owens gave his report to the Council. The paperwork is resubmitted for CESF Grant. In order to apply for police grant assistance, the Asset Forfeiture and Use of Force Policy has been updated. The annual MCOLES certification will be completed soon.

CLERK'S REPORT: Senate Bill 1246 allows virtual meetings for any reason through March 30, 2021 and is awaiting the Governor's signature. Senate Bill 241, the Water Shut Off Protection Act reinstates the moratorium on water shut offs and extends the date to March 31, 2021 is also awaiting the Governor's signature. The option to offer direct deposit to all Village employees was discussed and a decision will be made at the January meeting.

DPW: DPW Assistant Brent Vermeersch reported that Kappen Tree Service has removed two trees and **grinded** ground the stumps on Cass Street at a cost of \$600. A breaker on one of the pumps at the grinder pump station off Center Street on the south end of the Village has failed. The pump needs to be manually activated approximately every two days. The Council requested that the DPW get bids together to repair or replace it. The DPW will move the ship and castle playground equipment into the DPW garage to work on some needed repairs throughout the winter.

PUBLIC COMMENT: Public comment was requested by President Prime, no public comment received. The Village Council and employees want to send their deepest condolences to former President Ralph Rasch's family and friends. In honor of his years of serving on the Village Council, the east pavilion at the Village Park will be named for Ralph.

- **Motion** by VanHove, second by Anker to dedicate the east pavilion at the Village Park in honor of former Village President Ralph Rasch. Roll Call Vote: Jeff Anker-Yea, Vickie Balzer-Yea, Jon Townsend-Yea, Dave VanHove-Yea, and Matt Prime-Yea. 5 Yeas. Motion carried.

ADJOURN: **Motion** by Balzer, second by VanHove to adjourn the December 21, 2020 meeting at 9:17 pm. Roll Call Vote: Jeff Anker-Yea, Vickie Balzer-Yea, Jon Townsend-Yea, Dave VanHove-Yea, and Matt Prime-Yea. 5 Yeas. Motion carried.

Next Regular Meeting: January 18, 2021 at 7:00 pm.

Jessica VanHove
Village Clerk