

Morley Village Regular Council Meeting

MINUTES

189 S Cass St (Village Hall)

April 8, 2024

APPROVED MINUTES

CALL TO ORDER: at 7:00 PM by President Petersen

Present: Henry Petersen, President; Linda Kizer, Trustee; Sandra Leal, Trustee; Serine Petersen, Trustee; Austin Korpall, Trustee; Paul Block, Trustee; Steve Weed, Trustee; Terry Stilson, Clerk/Deputy Treasurer.

Absent: Abbey Kooiman, Treasurer/Deputy Clerk

Guests: James & Michelle Lewis, Juan & Ashlee Feliciano, Eric Simon, Debbie Kelley, Jack Tramper, Denny Smith, Chad Leal, Gene Lawler, and Teresa O’Neil.

PLEDGE OF ALLEGIANCE

PUBLIC MATTERS AND COMMENTS:

- Debbie Kelley reported that she is addressing the Council for their support of a millage for the Fire Department. She said she would like to see 1 mill (\$1 per \$1000 taxable value). She thought the townships would only have to pass the millage because the Village is contained within them. If the millage would pass it would require a Fire Board. She wasn’t sure if there is time for this year’s ballot. She will obtain more information and report back to the Council.
- Denny Smith asked about filling in the divots by the Community Center sidewalk and H. Petersen replied that it would be done.
- Ashlee Feliciano distributed information she had obtained from the Department of Ag concerning H. Petersen’s manure management. She stated that he was in violation. S. Petersen stated that Feliciano did not have the latest information about this complaint and that they are in compliance. H. Petersen will contact the Department and get more information. Feliciano said she would contact them also.

ADDITIONS TO AGENDA: None.

CONSENT AGENDA: Korpall motioned to accept the consent agenda as presented, and Block supported the motion.

Motion passed unanimously.

Roll call vote: Yes – H. Petersen, Leal, Korpall, Block, S. Petersen, Weed, Kizer.

COMMITTEE REPORTS:

Administration & Finance:

- **Update Minutes** – Stilson stated that it has come to her attention that issues brought up at meetings during the last few months have been resolved before the next meeting and then not discussed at the following meeting. She said this leads readers to believe that nothing has been done about these issues. She would like the actions to resolve these issues stated in the minutes:
 - In November it was stated the Council was not following state law allowing Stilson to do most of the collection and paperwork concerning property taxes. Stilson stated that she found out it is allowable since she is the Deputy Treasurer and the County has not stated she couldn’t.
 - In February it was stated that the Council was not following a state law that states we need a Purchasing Policy. This was incorrect. There is no state law mandating purchasing policies.
 - In March, the Council was asked why we had a fund balance in our budget and that they had contacted the state and the state never heard of fund balances. Stilson stated that she contacted our accountant and they said every municipality has a fund balance and gave her the state site to find them.
 - In March, it was stated that the Village needs to post their minutes within certain time limitations. Stilson read the actual law from Open Meetings Act: “A public body shall make proposed minutes available for public inspection with 8 business days after the meeting to which the minutes refer. The public body shall make approved minutes available for public inspection within 5 business days after the meeting at which the minutes are approved by the public body.” She added according to Village policy the approved minutes are posted on the website and in the kiosk.

- **Budget Adjustment** – Stilson stated that the final fiscal year budget adjustments need to be made. **S. Petersen motioned to make the following adjustments with Block’s support: move \$4480 \$200 from the Dam budget line and add \$100 to the Attorney budget line (total \$1100), and \$100 to the Maintenance budget line (total 11,400). and \$4280 to the Increase Equipment budget line by \$4280 (total \$14,000). Motion passed unanimously. (Correction made at 5/13/24 meeting).**

Roll call vote: Yes – H. Petersen, Leal, Korpall, Block, S. Petersen, Weed, Kizer.

- **Committee Designations** – Due to Council changes, the Committee Members 2024 changes were made to the committees:
 - Combined Millpond & Dam with Parks and Recreation and have Steve Weed and Serine Petersen as cochairs. Committee members will remain the same: Henry Petersen, Linda Kizer (Terry Stilson, if needed).
 - Add Marihuana Committee with cochairs Austin Korpall and Serine Petersen. Committee members will be Paul Block (Terry Stilson, if needed).

Korpall motioned to accept the changes with Weed’s support. Motion passed unanimously.

Roll call vote: Yes – H. Petersen, Leal, Korpall, Block, S. Petersen, Weed, Kizer.

- **Council Policy Handbook** – was reviewed with noting the following changes:
 - Section 4.3 Page 6 – Combine Millpond & Dam with Parks & Recreation. Add “Marihuana: The Chairpersons will keep up-to-date on marihuana laws and regulations. S/he will decide when surprise inspections will take place and will review complaints. The Chairpersons will report regularly to the Council.”
 - Section 5.3 Page 12 – Add to Addressing the Council – “The chair may decide that the person stands at a podium to address the Council...The President may decide when discussion is over after all persons are given at least one opportunity to speak.”
 - Section 5.6 Page 12 – Add “Purchasing and” to title and add paragraph “In emergency situations, the Village President may approve a purchase of \$10,000 or less. Anything over \$10,000 would need to have a special meeting called and a vote to approve the purchase.”
 - Section 6.6 page 13 – Add paragraph “Trustees and employees will not send nor take personal employee information outside of the Village Hall. Personal information includes Social Security numbers and other private information and is only released by request to Village accountants or government agencies.”
 - **Korpall motioned to approve the Council Policy & Procedure Handbook with the amendments. Leal supported the motion. Motion passed unanimously.**

Roll call vote: Yes – H. Petersen, Leal, Korpall, Block, S. Petersen, Weed, Kizer.

- **Nonelected Employee Policy Review** – The following changes were suggested.
 - #11 second sentence should read: “The Clerk, Treasurer, Policeman, and Ordinance Officer will use the Village Hall time clock to punch in and out during the days they work.”
 - #24 replace “required” with “recommended.”

Kizer motioned to approve the Nonelected Employee Policy as amended and Weed supported the motion. Motion passed unanimously.

Roll call vote: Yes – H. Petersen, Leal, Korpall, Block, S. Petersen, Weed, Kizer.

- **Clerk & Treasurer Job Descriptions** – The following changes were suggested:
 - Clerk/Deputy Treasurer
 - Bullet #11 Add “and/or Ordinance Officer” after “Village Police”
 - Treasurer/Deputy Clerk
 - Bullet #2 Add “Collects and” to the beginning of the sentence
 - Add “Collects ordinance fines and works with Village Police and/or Ordinance Officer in processing violations.”

S. Petersen motioned to accept the job descriptions as amended with Block’s support. Motion passed unanimously.

Roll call vote: Yes – H. Petersen, Leal, Korpall, Block, S. Petersen, Weed, Kizer.

- **Ordinance 03-2002** – The Council is still working on this ordinance so it was tabled until the next meeting.

Police, Fire & Rescue:

- **Ordinance Officer & Police Positions** – Korpall motioned to hire Ryan Bomberger as Ordinance Officer and when he is certified, as Policeman. Pay will begin at \$16.00 an hour (\$16.50 after 60 days). Bomberger will pay

for the cost of recertification and the Village will reimburse him if he is employed at least 60 days. When appointed as a Policeman, wages will be reviewed and set higher. The position will begin around 15 to 20 hours a week and is flexible. Weed supported the motion. Motion passed unanimously.

Roll call vote: Yes – H. Petersen, Leal, Korpall, Block, S. Petersen, Weed, Kizer.

Streets & Sidewalks:

- **Bridge Inspection Bid – S. Petersen motioned to accept the Link Engineering bid (\$720) for inspecting the Village’s two bridges. Block supported the motion. Motion passed unanimously.**

Roll call vote: Yes – H. Petersen, Leal, Korpall, Block, S. Petersen, Weed, Kizer.

- **Transfer \$20,000 from Major to Local Streets – Kizer motioned to transfer \$20,000 from Major Streets to Local Streets with Leal’s support. Motion passed unanimously.**

Roll call vote: Yes – H. Petersen, Leal, Korpall, Block, S. Petersen, Weed, Kizer.

Events & Festivals: None.

Millpond & Dam: None.

Parks & Recreation:

- **Park Plan Public Hearing – S. Petersen motioned to hold a public hearing for the Park Plan on May 13, at 6:45 PM. Korpall supported the motion. Motion passed unanimously.**

Roll call vote: Yes – H. Petersen, Leal, Korpall, Block, S. Petersen, Weed, Kizer.

Building, Grounds, Equipment & Employees: None.

Health & Safety: None.

Celebration on the Pond: None

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

PUBLIC QUESTIONS AND COMMENTS:

- Michelle Lewis stated that she was offended by the comment about the fund balance. Stilson had stated it was a state law and so she contacted the State and they said they had never heard of it. Stilson denied saying it was a state law.
- Eric Simon stated that the Council could have video meetings to meet their quorum.
- Gene Lawer, Fire Chief, provided the March 2024 report for the Morley Fire Department.
- When asked how much money 1 mill would be for the Fire Department, Deb Kelley stated she thought around \$120,000.

ADJOURNMENT: H. Petersen adjourned the meeting at 8:10 PM.

Respectfully submitted,
Terry Stilson,
Village of Morley Clerk