

## **Village of New Milford – Committee Meeting Minutes**

Tuesday, November 26, 2024

Meeting called to order at 6:30 pm by President Timothy H. Owens

IN ATTENDANCE: Timothy H. Owens, Jessica Lang, Ron Colvin, Eileen Owens, Deanna Rodgers, Wendy Roop, Julie Wagner, Dan Wolf, Adam Bunge, and Jim Stevens.

APPROVAL OF AGENDA: A motion by Wendy Roop second by Eileen Owens to adopt the agenda, motion carried. All present voted in favor.

PUBLIC DISCUSSION: Emma Lou DeBlauw of 6906 Meadow Song Trail addressed the board to follow up on her previous complaint of a non-resident dumping diverse types of construction debris across the street from her home in a retention pond area. Attorney Jim Stevens recommended that the village exercise its extraterritorial jurisdiction. The person responsible for dumping will be contacted to cease dumping and to remove debris. If they do not comply, the village will clean up the dumped items and bill the person responsible accordingly.

PRESIDENT'S REPORT: President Timothy H. Owens reports that the owners of the mobile home park would like to place a model home on the property without any water or electricity hook ups. They also mentioned that this was in their agreement with Sunrise. Tim explained to them that the model home would need to be reviewed by the engineer to make sure that it meets all the requirements for a permanent structure.

Water access to Victory Park has been secured through the mobile home park, which has agreed to allow access to their water hook ups. The village will be responsible for the water connection and meter costs. A formal agreement will be prepared by the village attorney, Jim Stevens.

Marty Maggio has agreed to sell or donate land for a pumphouse on Harrisville Rd.

Audit is delayed due to missing information regarding the OSLUD grant not being provided to auditor by previous clerk. This information is being compiled for submission.

A credit card through the village is being ordered for the clerk to use for office supplies and other village needs.

Two bids have been received for the mowing service contract. Bids will be reviewed and voted upon at December's board meeting.

CLERK'S REPORT: Jessica Lang reports connecting with support personnel with CYMA to assist with data entry and updating ledgers in the current accounting system. Current goal is to continue to get the system up to date and prepare for the transition to QuickBooks.

Certification of ballots has been filed with the Winnebago county clerk for election in April.

A CPA referred to us by Jim Steven's office is available for future questions once the software system is secured.

ENGINEER'S REPORT: Adam Bunge states that inspectors report that Victory Park is missing a restrictor plate on the outlet pipe for the storm sewer, two 10ft benches, one entrance sign, one exit sign, and 2 ADA signs. A final pay request was submitted but will be held off until all equipment is installed.

Fast Signs will be installing signs on November 30<sup>th</sup>.

Route for sewer expansion for Four Rivers is being proposed to follow basin line further west into Harrisville rd., to expand further north. Kevin will speak with Four Rivers to consider this route.

The streets slated for the 2025 streets program currently include Bibury Drive, Stanton Avenue, and Sheridan Grove Drive. The previous estimate cost was \$265,000.

ATTORNEY'S REPORT: Attorney Jim Steven's confirmed with Clerk, Jessica Lang, that the election petitions were filed.

The previous farm tenant that has failed to come to court now has a bench warrant for his arrest.

TRUSTESS REPORT: Deanna Rodgers has put up signs for the Santa and Grinch meet and greet on December 7<sup>th</sup> at Village Hall. Refreshments and gift bags will be provided for attendees.

Dan Wolf asked the board if they would like lights to be put up on the tree outside the village. The board agreed. Mr. Wolf will do this on Sunday, weather permitting.

Eileen Owens has begun reviewing ordinances to update them to reflect the village's current needs. Once the ordinances are reviewed and revised, Jim Steven's office will type up the final ordinances to be added to the record.

Ronald Colvin has updated the village sign to include a Thanksgiving message and information for the Santa and Grinch event. He is also getting a quote for a new laptop to run the sign programming as the current one is not capable of running the software efficiently.

Wendy Roop spoke with Darryl Stevens of United Sanitation to get a handicap accessible portable toilet for Victory Park, but he unfortunately has none in stock. He provided information for a company that could build one per the village's specifications. She has reached out to them and is awaiting a follow up.

Menu and reservation have been secured for the Christmas party on December 10.

Julie Wagner had no current updates to report.

There being no further business to come before the committee, a motion to adjourn by Deanna Rodgers was made, second by Julie Wagner. The meeting was adjourned at 7:28 pm.

Transcribed 11/27/2024 by Jessica Lang.