

**Council of the Village of Yellow Springs  
Regular Meeting Minutes**

**In Council Chambers @ 7:00 P.M.**

**Tuesday, October 5, 2015**

**CALL TO ORDER**

President of Council Karen Wintrow called the meeting to order at 7:04 pm.

**ROLL CALL**

Present were President Karen Wintrow, Vice President Lori Askeland, Gerry Simms, Brian Housh and Marianne MacQueen. Village Manager Patti Bates was present, as were Assistant Village Manager Melissa Vanzant and Village Solicitor Chris Conard, and Chief of Police David Hale.

**ANNOUNCEMENTS**

MacQueen spoke about the recent Community Solutions Conference, which was focused upon sustainability, and which was well attended.

Housh noted that Rails to Trails has now moved to yellow Springs, and will hold a grand opening on October 17<sup>th</sup>. This will include a “Bike Health Fair”, and related movies at the Little Art.

Wintrow announced Street Fair coming up on October 10<sup>th</sup>, and made note of street closures.

**CONSENT AGENDA**

**Minutes were removed from the consent agenda.**

**MINUTES**

1. Minutes of September 8, 2015 Regular Meeting. Wintrow CALLED THE VOTE to APPROVE THE MINUTES AS WRITTEN, and the MOTION PASSED 5-0 on a VOICE VOTE.
2. Minutes of September 21, 2015 Special Session. Wintrow CALLED THE VOTE to APPROVE THE MINUTES AS AMENDED. THE MOTION PASSED 4-0 on a VOICE VOTE, with Wintrow abstaining due to absence from that meeting.
3. Minutes of September 21, 2015 Work Session. Wintrow CALLED THE VOTE to APPROVE THE MINUTES AS WRITTEN. THE MOTION PASSED 3-0 on a VOICE VOTE, with Wintrow and MacQueen abstaining due to absence from that meeting.

**AGENDA REVIEW**

Housh asked that Council add a letter of support to the National Trail Symposium to the Agenda.

MacQueen was directed to bring her write-up on the Environmental Commission’s recommendations to Council regarding prioritizing Green Space purchase to the following meeting, and to provide basic information during the New Business portion of the meeting.

**PETITIONS/COMMUNICATIONS**

There were no Petitions or Communications.

**PUBLIC HEARINGS AND LEGISLATION**

**Second Reading and Public Hearing of Ordinance 2015-13** Adjusting Solid Waste Rates. Simms MOVED and Housh SECONDED a MOTION TO APPROVE.

Vanzant explained the ordinance as basic housekeeping to bring base rates and charges for stickers and yard waste bags in line with costs.

Wintrow OPENED THE PUBLIC HEARING. There being no comments or concerns, Wintrow CLOSED THE PUBLIC HEARING and CALLED THE VOTE.

The MOTION PASSED 5-0 ON A ROLL CALL VOTE

**First Reading of Ordinance 2015-14** Repealing Old Section 1046.02 Service Charges; Exemption of Chapter 1046 Water of Title Four Public Utilities of Part Ten Streets, Utilities and Public Services of the

Codified Ordinances of the Village of Yellow Springs, Ohio and Enacting New Section 1046.02 Service Charges; Exemption. Simms MOVED and MacQueen SECONDED a MOTION TO APPROVE.

Vanzant explained the legislation as increasing water rates approximately 30%, which brings the charges into better line with cost to the Village. She noted that the increase is a direct result of the recently completed RCAP (Rural Community Assistance Partnership) study, presented by Wayne Cannon, which strongly recommended immediate rate increases.

Vanzant stated that the increase is 30% for the per 1000 gallon cost, per Wayne Cannon's recommendation, and that the readiness for service charge will remain the same.

Bates noted that both this and the following ordinance are per the recommendation made by Wayne Cannon, based upon the RCAP study.

Askeland commented that RCAP has recommended a whole schedule of changes, and she asked that Council look at a five-year schedule of rate increases to be included on the presented ordinance. Askeland commented further that she does not see the increases as optional, and opined that letting citizens know what is coming is a more open and effective manner of presenting the increases. Askeland stated that information is sometimes lost over the course of years, and assuring the recommended five-year series of increases in one piece of legislation assures continuity and would require a second piece of legislation to overturn.

Simms stated his full support for the measure.

MacQueen agreed after determining that any future Council can revoke the increases through future action, if needed.

Wintrow stated that because the increases are based upon projects which have been committed-to, it seems prudent to lock in the needed funds.

Housh agreed with the idea, also noting the ability for some flexibility if needed in the future.

Bates stated that passing a five-year series of rate increases would make budgeting far easier, and would allow more accurate projections.

Bates noted that the increases recommended for Sewer charges is 15% for the next four years, with the fifth year at 3%. The recommended rates for Water are 30% for the next three years, and 2.25% each year thereafter.

After discussion, Council decided to amend both ordinances to project out five years, with Askeland speaking strongly for the five-year measure, and noting that Cannon had predicted rate stabilization after the five-year mark.

Vanzant explained that the increases would cover both predictive and preventive maintenance costs for both systems.

Bates commented that there have been no Capital budgets for any of the Enterprise funds for many years, and that having that buffer will make revenue projection much easier, and will make last minute withdrawals from the General Fund much less common.

Wintrow asked that language be included so that the ongoing recommended rates are carried forward as well as the five-year increases.

Dino Pallotta spoke against the size of the increases, noting that 30% is a significant increase for a business owner. He asked that other options be looked at, including bringing the tax base up, and working to bring businesses in. He commented that the increase in rates could provide a hindrance to those businesses. He noted that costs will have to pass on to the customers.

Wintrow CLOSED THE PUBLIC HEARING.

Wintrow noted huge growth in specific areas (the Brewery, Antioch, the Mills Park Hotel), all of which use water to a high degree. She acknowledged Pallotta's concerns as relevant, but stated that her inclination is to pass the rates and to continue to support the smart growth underway in the hope that rates might not have to be increased as much or for as long if there is in fact sufficient growth.

Askeland stated that if the community favors an approach more along the lines of a tax increase, that would need to come from citizens.

Wintrow noted that one reason that funds are down is due to increased conservation among users.

Housh commented upon the alternate methods of covering costs, stating that they can skew the perception that other communities have far lower utility rates, when in fact those costs are being covered through higher property taxes or other means.

Council agreed to read the ordinances two more times, for a final reading on November second.

The Clerk inquired as to whether the changes were substantial enough to require new legislation.

The Solicitor opined that the changes were not substantive and that Council could simply proceed with two more reads of the revised ordinance, given that the next meeting is a Work Session.

THERE WAS NO VOTE TAKEN.

**First Reading of Ordinance 2015-17** Repealing Old Section 1048.05 Service Charges of Chapter 1048 Sewers And Sewage of Title Four Public Utilities of Part Ten Streets, Utilities and Public Services of the Codified Ordinances of the Village Of Yellow Springs, Ohio and Enacting a New Section 1048.05 Service Charges. Simms MOVED and Housh SECONDED a MOTION TO APPROVE.

Vanzant noted that only the consumption charge per 1000 gallons has been changed, and is here increased by 15%. She stated that the Readiness for Service charge change that was passed in January of 2015 is in effect currently. The recommended rate structure is for a 15% increase for the next four years, and then a 2.25% increase yearly thereafter.

Wintrow asked that the same method be applied to Ordinance 2015-17 as for Ordinance 2015-14, and that it be brought back to Council for consideration at the October 19<sup>th</sup> Work Session.

THERE WAS NO VOTE TAKEN.

**Reading of Resolution 2015-37** Approving a Policy on the Use of Village Property for Various Types of Art. Simms MOVED and Housh SECONDED a MOTION TO APPROVE.

Housh highlighted that no substantive changes were made, but that the language was streamlined for greater clarity. The Village's responsibility for public property remains protected, he said.

MacQueen asked whether more major installations "may" come to Council for a second hearing or whether they do as a matter of course.

Housh stated that this can remain the judgement of the Village Manager, who can choose to bring it to Council if needed.

Wintrow CALLED THE VOTE, and the MOTION PASSED 5-0 ON A VOICE VOTE.

**Reading of Resolution 2015-38** Approving Preliminary Legislation Permitting the Ohio Department of Transportation to Commence Sidewalk Construction Related to Safe Routes to Schools. Simms MOVED and Housh SECONDED a MOTION TO APPROVE.

Bates stressed the preliminary nature of the legislation, noting that it will be some time before work is started. She reviewed the area affected by the legislation noting that this legislation sets the stage for letting the contract for construction.

Wintrow CALLED THE VOTE, and the MOTION PASSED 5-0 on a VOICE VOTE.

**Reading of Resolution 2015-39** Authorizing the Village Manager to Contract for Health Insurance for Village Employees. Simms MOVED and Housh SECONDED a MOTION TO APPROVE.

Bates noted that the Health Insurance premium is reduced by 1% for 2016, despite predictions that it would increase.

Wintrow CALLED THE VOTE, and the MOTION PASSED 5-0 on a VOICE VOTE.

**Reading of Resolution 2015-40** Authorizing the Village Manager to Contract for Dental Insurance for Village Employees. Simms MOVED and MacQueen SECONDED a MOTION TO APPROVE.

Bates noted that dental rates are increasing by 5%, still lower than the increase seen by most other communities.

Wintrow CALLED THE VOTE, and the MOTION PASSED 5-0 on a VOICE VOTE.

**Reading of Resolution 2015-41** Authorizing the Village Manager to Apply for a Grant from Miami Valley Regional Planning Commission for ADA Compliant Sidewalks. Simms MOVED and Housh SECONDED a MOTION TO APPROVE.

Vanzant explained that Bates identified a grant appropriate for completing work to complete curb cuts in the Village to increase accessibility. Vanzant and Swinger worked with Engineer Mike Heintz to document the extent of the need, and have verified that this request does fulfill grant criteria.

Wintrow CALLED THE VOTE, and the MOTION PASSED 5-0 on a VOICE VOTE.

**Reading of Resolution 2015-42** Accepting a Bid Proposal from Martin Painting and Coating for Pool Painting and Repair. Simms MOVED and Housh SECONDED a MOTION TO APPROVE.

Bates described the scope of the project. Bates stated that Hamby had put \$25,000.00 in his budget for the work, but the only bid received was that of Martin Painting, and was for an amount \$4,994.00 in excess of the budget. This amount will be reflected in a Supplemental Appropriation at a later date.

Wintrow CALLED THE VOTE, and the MOTION PASSED 5-0 on a VOICE VOTE.

#### **CITIZEN CONCERNS**

There were no Citizen Concerns.

#### **SPECIAL REPORTS**

There were no Special Reports.

#### **OLD BUSINESS**

**Final Standardized Boards & Commissions Ordinances.** Housh explained that he and MacQueen had identified the commonalities in each Board and Commission to streamline the language for these. They then identified the unique qualities of each, making sure that those features were retained.

Housh stated that the format is different, the ordinances are now more complete and more consistent. He noted as the most significant change the renaming of the Public Art Commission as the Arts and Culture Commission.

Wintrow wondered whether Roberts Rules of Order should remain the default procedure. Housh stated that indeed, that standard is the default in the absence of a workable common practice.

Askeland agreed that Roberts Rules are useful at times, agreeing with it remaining in the description for Boards and Commissions.

Wintrow asked whether the purpose statements had changed for any commission. Housh stated that Arts and Culture (PAC) and Community Access Panel (CAP) slightly changed their statements. MacQueen commented that she had not directed her commissions to look at changes to the purpose statement, and opined that the statement for the Library Commission was confusing.

Wintrow asked that Council members speak with their boards and commissions as soon as possible so that any needed changes could be put into the upcoming legislation.

Simms raised the question as to why there is a Library Commission.

Bates stated that the purpose of that commission is primarily to assist the Village with direction regarding the maintenance and upkeep of the physical structure.

Wintrow asked whether there would need to be a single ordinance or a separate ordinance for each Board or Commission.

This was not fully resolved, and the Solicitor will be in touch regarding this point.

#### **NEW BUSINESS**

**Glen Request for Annexation.** Nick Boutis, Director of Glen Helen, explained the request as an effort on the part of the Glen. He stated that only 73 acres of the Glen are currently located in Yellow Springs. While the Glen thrives on its responsible visitors, Boutis stated, there are persistent problems

from individuals who do not respect the Glen's status and engage in activity ranging from graffiti to litter to intoxication to drug use. Boutis described the majority of the Glen as a "jurisdictional limbo" which encourages violation simply because there is no clear access to law enforcement.

Boutis cited an example of an overnight camp disrupted by intoxicated adults, and the lengthy time period before the Sheriff's office was able to assist, as jurisdictional responsibilities were sorted through. Boutis stated that this is not an unusual situation, and even in ideal situations it can take the Sheriff's office up to an hour to respond. Boutis noted that the Glen has been able to hire a full time ranger, which helps greatly, but which covers only a fraction of the time needed.

Boutis asked Council for the annexation so that the Yellow Springs Police Department (YSPD) could respond with assistance when needed. In response to a query from Wintrow, he stated that his Board is in support, as is Antioch College.

Wintrow noted that her conversation with Chris Mucher indicates that the Township is in full support.

Bates stated that Village staff are on board with the proposal, with YSPD expressing concern only regarding their resources available to search for missing persons.

Chief Hale stated that he had researched calls for service to the Glen, and has determined that because the response time for the Sheriff is so slow, YSPD often ends up responding on an interim basis, so that the increased jurisdiction would not impact their staffing levels at all.

Boutis responded to a question from Simms, stating that missing persons incidents are very rare, but that injuries are fairly common.

Simms asked specifically what services the Village would be required to provide.

Bates stated that emergency and fire services are the relevant services, and would be covered by YSPD and by Miami Township.

Conard recommended a pre-annexation agreement which would move the necessary paperwork through the process and would make the terms clear.

Wintrow MOVED TO DIRECT THE SOLICITOR TO DRAFT A PRE-ANNEXATION AGREEMENT WITH GLEN HELEN TO ANNEX INTO THE VILLAGE. MacQueen SECONDED and the MOTION PASSED 5-0 ON A VOICE VOTE.

**Environmental Commission Recommendations re: Land Purchase from TLT.** MacQueen stated that the EC has been reviewing the Wellhead Protection Plan. EC spoke with Krista Magaw, Tecumseh Land Trust Director, to flesh out three top priority areas with regard to the most strategic properties to acquire for the protection of the wellhead.

MacQueen noted the following three priorities as those recommended by Magaw:

1. Property located on the one-and five-year time of travel to wellhead.
2. Property located on Dayton Street within the Jacoby greenbelt.
3. Other property located on the Jacoby greenbelt to the north and south of Dayton Street.

Wintrow asked that MacQueen return with specific recommendations from EC for presentation to Council. She asked that the information include a map and perhaps a resolution for approval.

Askeland asked MacQueen to convey to TLT that Council is inclined to support the recommendations, but will make these official after a presentation from MacQueen

**Letter of Support to International Trail Symposium.** Housh stated that Greene County Parks and Trails has asked for a letter of support to submit to the symposium. He stated that the deadline is Friday, and noted that the Chamber is submitting a letter and that he is the Midwest Policy Manager for Rails to Trails, so that neither his nor Wintrow's names should appear on the letter.

Wintrow noted that the letter makes no commitments from the Village, but supports the trail system.

Askeland agreed to be the signer for the letter of support.

**General Fund Budget.** Vanzant presented the 2016 review noting that that the budget looks better than is has in years past, because it is in the black. Vanzant stated that local income tax income is doing better than projected, with state taxes holding steady.

Vanzant explained the items by line, noting that the Village will be recouping the advance paid out of the General Fund into the Water Fund, as the loan has just been approved. This will be in the amount of \$405,000.00.

Housh asked Vanzant to remove the line expenses for Miller Fellows from the CAP budget.

Vanzant projected the Village to end 2016 at about \$300,000.00 over the 2015 end of year numbers.

Vanzant explained expenditures, noting that there are 11 departments with expenditures, and of those, six are lower than they were in 2015. Vanzant noted that she did build in a 2% COLA increase for 2016, which Council can choose to leave in or not.

Council budget is projected to come in at about \$40,000.00 lower for 2016 due in large part to the reduction in legal costs.

Wintrow noted that there is funding in the Council budget for travel and training, and she encouraged Council members to take advantage of the opportunity.

Vanzant noted that costs for the Mayor and Mayor's Court are reducing in the second half of 2015 and for 2016 due to the Court Clerk requesting a reduction in her hours.

Vanzant explained each line in the expenditures report, with no surprises.

Vanzant detailed budgets for CAP and HRC.

Vanzant reviewed the Police Department budget, noting that there were no changes to staffing made for 2016.

Wintrow asked Chief whether he is pursuing grant funding for any of his expenditures. Chief Hale noted that he is able to use Furtherance of Justice Funds for some of these expenditures.

Vanzant noted that she is presenting only operating budgets, and that capital budgets will be presented on October 19<sup>th</sup>.

Regarding Planning and Zoning, Vanzant reported that the budget is lower for 2016 as compared to 2015. She explained that contractual services is very high for 2015 because of the late billing from Greene County Regional Planning which carried into 2015.

The Mediation budget is remaining flat for 2016.

Housh raised the idea that some commissions have budgets and some do not, pointing out that this is an inconsistent approach.

Wintrow asked that this discussion be rolled into the budget discussion in general. She noted that there should perhaps be a set amount in the budget for all commissions which could then be requested. She suggested building it into Council's budget.

Wintrow opined that the Block Parties might more appropriately be funded through the Village as a whole rather than through HRC specifically.

Housh commented that environmental issues are overarching and significant and opined that it is odd that the Environmental Commission does not have a budget, and noted the same for Public Art Commission.

MacQueen questioned the process of HRC awarding mini-grants.

Askeland asked that a process be implemented, and noted that other commissions have not asked for budgets in the past. She commented that event planning requires more access to a budget.

Housh commented that almost none of the budget funds were spent when he was the Council Rep to HRC, noting that there are alternative ways of gaining access to events and activities.

Askeland suggested a proposal from a subcommittee as to the approach.

Wintrow noted that in years past commissions have chosen not to submit budgets. She stated that expenses related to commissions should come out of Council's budget, not that of the Village Manager.

Vanzant commented that transfers have the greatest impact upon the budget, and that the largest of these for 2015 and 2015 were the transfers out to Streets and Parks from the General Fund. Those two departments do not generate enough revenue to support expenses, she commented.

Vanzant identified the second greatest transfer out as that to the Police Pension Fund, which is a mandated fund. Other departments using transfer funds are the Widows Fund and to Electric Fund, which will cease in 2016 when the Bryan Center debt is paid off.

Vanzant noted unusual transfers from the General Fund to the Water Fund to support it while loan funds were obtained for the loop completion project. There was also a transfer out from the General Fund to the Water Fund to pay part of consultant fees, and that will not be repaid.

Vanzant noted that Special Revenue Funds will not be covered until the October 19<sup>th</sup> meeting, but noted that various departments have trimmed budgets to reduce transfers for 2016.

Vanzant stated that she will be moving \$50,000.00 into each of the departments' Capital Improvements Funds to reduce transfers.

Vanzant stated that the projected end of year total for 2016 shows the Operating budget in the black, if all goes as planned in terms of projected expenditures. The final total is currently projected at 1.85 million dollars. Vanzant noted that the recommended General Fund balance for the Village is 1.1 million dollars.

MacQueen asked that \$25,000.00 be moved to the Green Space Fund. Askeland agreed as a SECOND, and the friendly motion passed 5-0 on a VOICE VOTE.

Askeland inquired as to what had happened with completion of the new crew quarters at Sutton Farm.

Bates explained that there had been great difficulty in obtaining the permits for the building, but that construction should be able to begin in about a week.

Askeland inquired as to what the process is for street rehabilitation, and where things stand for this work.

Following an inquiry from Wintrow, Council discussed Street Reconstruction. Bates stated that she is well aware up upcoming street projects, and is participating in the County Paving Program, which will put the Village in line for funding for many of the street repairs.

Bates stated that she would like to get the Village in line to begin full street reconstruction, which begin with the street being dug up, then infrastructure laid (fiber and cable, water and sewer, etc.), then the street is rebuilt. Bates stated that she would like to ask for OPWC funding for 2016 to begin this process.

Wintrow cautioned that five year projections need to be offered along with the budget information so that an overly rosy picture is not given.

#### **MANAGER and ASSISTANT VILLAGE MANAGER REPORTS**

Bates presented her Manager's Report as follows:

Bates cautioned about discolored water as hydrants are flushed next week.

ODOT will be paving Xenia Avenue next year for the entire length. This will be a 1.5” “mill and fill,” which means they will mill off the top then put down a new 1.5” surface of asphalt.

Wintrow asked whether the parking spaces downtown could be reexamined when this is done.

Bates commented that the State dictates parking specifications along State routes.

GM Pipeline has staged equipment in the Village in preparation for work on the Bottleneck Elimination, which will begin this week. During work on the Loop Completion project, a question arose as to why Yellow Springs Police Officers were directing traffic at the construction site. GM Pipeline hires local off-duty officers to direct traffic and GM Pipeline pays our officers for their work. This is called an “off-duty detail” and is a common way for officers to supplement their income when not on-duty for the Village. It gives GM Pipeline the knowledge that traffic control will be done properly and safety maintained for everyone. GM Pipeline will be contracting with YSPD again for this work during the Bottleneck project.

The Public Works crew will be starting on a new storm water line on Davis Street between Phillips and Stafford next week.

Paving should also start in the Village next week. Streets include Miami, Edgefield, Lisa, Southgate and Lawson.

The Village has received two applications for the Utility Dispute Resolution Board: Naomi Orme and Dino Pallotta have graciously offered to serve on the Board.

The new website is up and live--staff continue to make adjustments to information.

Trick or Treat will be October 31st from 6-8 PM. Bonfires should be in the regular places.

The Village Manager’s office received a verbal request from a citizen to repaint the “No Bikes on Sidewalks” notices on the sidewalks on Xenia Avenue and Dayton Street. Bates will work with Hamby to come up with a solution.

Bates commented that water samples are back from the Glass Farm, and Bates noted that the level of contaminants is negligible and in fact the water quality meets and in some cases exceeds drinking water standards.

Bates commended Chief Hale on his handling of a purported stabbing incident.

Bates noted a correspondence from a person concerned about driver visibility at the corner of Glen and Corry Streets, commenting that there have been no accidents in the area in over a year, and the only remedy is to eliminate parking spaces. Bates stated that the recommendation from herself and Chief Hale is to take no action at this time.

Vanzant presented her report as follows:

Finance is looking at alternatives to US Bank for credit card processing, given that the Finance Department has to purchase a new card reader to manage the new embedded EMV chips. Vanzant noted that the bank is asking \$600.00 for a new card reader, while the credit card processing company that now handles online payments would not charge. Vanzant noted that this switch would also let her make the change to charging customers the credit card fees. Vanzant would like to make the changeover to begin January first. She noted that mail payments would continue to be processed by the bank and fees therefrom would continue to be billed to the Village.

Askeland asked whether a kiosk for payment might be a future possibility. Vanzant stated that she would look into the possibility.

Vanzant asked that Council look at any need to address Electric rates so that she can prepare information for her budget presentation. She asked also that Council consider any changes needed to Readiness for Service charges.

Vanzant stated that as part of the annual audit, the old utility debt of \$435,000 needs to be adjusted off, but this needs to be a legislative action for tracking purposes.

Wintrow had a number of concerns regarding the Readiness for Service charges, stating her concern for adding another charge at this time.

Bates commented that it was not included in the ordinance but that she needed confirmation that Council did not wish to address this matter legislatively.

Wintrow objected to any further increases, given the five year schedule of rate increases just discussed by Council.

Wintrow asked that Bates bring the information in writing to the following meeting.

**CLERK REPORT**

There was no Clerk Report.

**FUTURE AGENDA ITEMS**

- Oct. 19 (6:30) Work Session: Enterprise, Special Revenue Funds and Capital Budgets
  - First Reading of Ordinance 2015-16 Regarding Municipal Tax Collection in Response to House Bill 5
  - Second Reading of Ordinance 2015-14
  - Second Reading of Ordinance 2015-17
  - Information re: Readiness for Service Charges
  - Commission Reports
  - Draft Reading of Ordinance Responsive to House Bill 5
- Oct. 29 (7:00) ACE Task Force Discussion
- Nov. 2(6:30) Executive Session: Village Manager Evaluation
  - Police Policy Final Draft
  - 2016 Budget Workshop – collective budget with revisions
  - Resolution 2015-44 Approving the Annual Distribution of Flour and Sugar
  - Final Reading of Ordinance 2015-14 re: Water Rates
  - Final Reading of Ordinance 2015-17 re: Sewer Rates
  - Reading of Ordinance Responsive to House Bill 5
- Nov. 16 Work Session: 2016 Budget, First Reading
- Nov.17 (6:00) Special Meeting of Council for Presentation from Finalists for Water Plant Design/Build Finalists
- Dec. 7(6:30) 2016 Budget, Second Reading
  - Village Manager Evaluation
  - Levy Resolutions
- Dec. 21 Work Session
- Dec. 21(6:30) 2016 Budget if Needed

**ADJOURNMENT**

At 9:58pm, Simms MOVED and MacQueen SECONDED a MOTION TO ADJOURN. The MOTION PASSED 5-0 ON A VOICE VOTE.

***Please note: These notes are not verbatim. A DVD copy of the minutes is available for viewing in the Clerk of Council's office between 9am and 3pm Monday through Friday.***

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Karen Wintrow, President

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Attest: Judy Kintner, Clerk