

VILLAGE OF OAKWOOD

Regular Meeting Minutes – February 20, 2023

CALL TO ORDER/PLEDGE OF ALLEGIANCE

Mayor Wright called the meeting to order at 6:30 pm.

CATHI FRITZ	LINDSEY LIGHT	BOB PARR	DOIT ROBERTS	ROBERT WRIGHT
Present	Present	Present	Present	Present

APPROVAL OF MEETING MINUTES

Lindsey Light motions to approve January 11, 2023, meeting minutes.

Robert Wright seconded.

	CATHI FRITZ	LINDSEY LIGHT	BOB PARR	DOIT ROBERTS	ROBERT WRIGHT
December 12, 2022, Regular	X	Motioned X	Abstained	Abstained	2 nd motion X

Motion Carried

*** January 16, 2023, minutes must be approved in March.

DEPARTMENT STATUS AND COUNSEL RESPONSE

FINANCES/TREASURER

- Janet Hambright is still working on consolidating accounts. B. Parr voiced concerns regarding a few of the accounts. Janet will be asking the auditors before moving forward.

VILLAGE HALL

- Mayor Wright updated the board that the new computers still need to be in. But the router will be updated soon.
- Village Growth Plan - Additional advertising will be sent out to get the community involved that is scheduled to start meeting in the fall.

PUBLIC WORKS

- Park Restrooms - The updated drawings for the restroom project have been received and reviewed. The updated drawings take out several stalls and sinks. B. Parr stated he has a hard time spending this amount of money because of the park's flooding in that area. D. Roberts stated that the pavilion does not flood. The flooding is out in the fields to the south. Mayor Wright stated that the new bathroom will be at the same elevation as the current pavilion concrete slab and any flooding in the bathroom will also affect the rest of the building. Mayor Wright said he would like to see the board approve the plan so that the process of getting bids can occur to see how much the project is projected to cost.
- Park Sanitary Line - This project is scheduled to start in March.
- Southern Tire Mart Project – Mayor Wright updated the board that there needed to be some discussion on the permit fee that should be charged for this project. The standard fee is \$3,750, but this doesn't cover the \$7,000 costs the Village is spending for the project inspector and engineering review.
- Village Sidewalk Repairs - The public works department is putting a plan together that can be put out of bids. The goal is to do this over two years.

POLICE

- One digital sign is up and functioning. The Public Works Department will be working on the other signs.

EMERGENCY MANAGEMENT SERVICES

- Caroline wants to continue to work on the plan of operation coverage and operating costs. She would like to continue to track the billing cycle and how quickly reimbursement is received to cover operating costs.

LEGAL UPDATE

No update

SUBJECTS REQUIRING ACTION/DISCUSSION BY THE BOARD

Property Management Ordinances

Mayor Wright told the board he would be getting feedback from Attorney Mudd on the drafts of the ordinance that was presented to the board. Many are now governed by larger bodies that can now be dropped. What was approved back in 2016 focused more on property maintenance and property nuisance. C. Fritz also wants to ensure the Village has the resources to enforce and adhere to what is being presented.

Mayor Wright asked for a motion to approve Andrew Mudd to consolidate and implement the recommended changes to the property management ordinances.

Bob Parr motioned to approve Andrew Mudd to start the process of consolidating ordinances regarding property management.

Lindsey Light seconded.

	CATHI FRITZ	LINDSEY LIGHT	BOB PARR	DOIT ROBERTS	ROBERT WRIGHT
YES	X	X	X	X	X
NAYS					
ABSENT					

Motion Carried

Scott Street Walk Bridge

D. Roberts is gathering information to rebuild the walk bridge over the creek. Mayor Wright stated he wants to make sure it is ADA-compliant. The plan is to have it run straight across rather than have the huge dip it currently has.

Robert Wright motioned to approve the study for rebuilding the Scott Street bridge.

Cathi Fritz seconded.

	CATHI FRITZ	LINDSEY LIGHT	BOB PARR	DOIT ROBERTS	ROBERT WRIGHT
YES	X	X	X	X	X
NAYS					
ABSENT					

Motion Carried

Park Bathroom Layout

Robert Wright motioned to approve the park bathroom layout that has been presented with removing two sinks and spacing the toilets out 3 feet center to center.

Cathi Fritz seconded.

	CATHI FRITZ	LINDSEY LIGHT	BOB PARR	DOIT ROBERTS	ROBERT WRIGHT
YES	X	X	X	X	X
NAYS					
ABSENT					

Motion Carried

Kelly Street Bridge Water Main

The water company has encountered issues with IDOT or attaching the water main to the bridge. Mayor Wright took some pictures and showed what the current situation looked like. The Village asks for an updated detailed plan once the water company finds an alternative way.

Sidewalk Repair and Replacement Plan

Mayor Wright updated the board on the list that the Public Works Department has developed on sidewalk replacement. The mayor asked for a motion to approve putting out for bid 3,500 lineal feet of concrete for replacement of sidewalks starting around the areas around the school and working out from there.

Lindsey Light motioned to approve putting out for bid the sidewalk repair project of 3,500 lineal feet.

Bob Parr seconded.

	CATHI FRITZ	LINDSEY LIGHT	BOB PARR	DOIT ROBERTS	ROBERT WRIGHT
YES	X	X	X	X	X
NAYS					
ABSENT					

Motion Carried

Sidewalk Extension into Park

R. Wright motioned to approve extending the Longstreth sidewalk project to go directly into the park and around the playground for easier access for those walking into the park.

Cathi Fritz seconded.

	CATHI FRITZ	LINDSEY LIGHT	BOB PARR	DOIT ROBERTS	ROBERT WRIGHT
YES	X	X	X	X	X
NAYS					
ABSENT					

Motion Carried

Website Consultant

Mayor Wright recommended that the board consult Jeff Turner on developing a new website for the Village. The goal is for Jeff to create it and for staff to maintain and update it as needed. He can provide ideas for possible functions. He is thinking of possibly 20 hours for this project at \$100/hour.

Bob Parr motioned to approve using Jeff Turner as a consultant for developing the Villages website.

Lindsey Light seconded.

	CATHI FRITZ	LINDSEY LIGHT	BOB PARR	DOIT ROBERTS	ROBERT WRIGHT
YES		X	X	X	X
NAYS					
ABSTAINED	X				

Motion Carried

Southern Tire Mart Permit Fee

Mayor Wright motioned to charge a permit fee of \$7,000 to cover the expense of the inspector of this project.

Bob Parr seconded.

	CATHI FRITZ	LINDSEY LIGHT	BOB PARR	DOIT ROBERTS	ROBERT WRIGHT
YES	X	X	X	X	X
NAYS					
ABSENT					

Motion Carried

106 Lee Improvements

Mayor Wright updated the board that the acquisition of the 106 Lee Street property has been completed. A bid of \$13,200 has been provided for the cleanup of the lot. There was a discussion about needing additional costs after everything was removed.

Mayor Wright motioned to appropriate \$17,000 to clear the 106 Lee Street Lot.

Lindsey Light seconded.

	CATHI FRITZ	LINDSEY LIGHT	BOB PARR	DOIT ROBERTS	ROBERT WRIGHT
YES	X	X	X	X	X
NAYS					
ABSENT					

Motion Carried

Watchfire Sign Advertising Policy

Mayor Wright provided the board with a draft policy for advertising on the digital sign. He told the board there needs to be forms and regulations so the office staff can keep updated. There is also copyright language that needs to be followed. He recommends \$100 for the basic development of an ad, then charging \$10/per day. Bob Parr voiced his concerns about charging.

Mayor Wright motioned to the presented Watchfire Sign Advertising Policy submitted.

Cathi Fritz seconded.

	CATHI FRITZ	LINDSEY LIGHT	BOB PARR	DOIT ROBERTS	ROBERT WRIGHT
YES	X	X		X	X
NAYS					
ABSTAINED			X		

Motion Carried

Mayor Wright asked for a motion to go into executive session.

Cathi Fritz motioned at 7:53 pm to go into executive session.

Bob Parr seconded.

	CATHI FRITZ	LINDSEY LIGHT	BOB PARR	DOIT ROBERTS	ROBERT WRIGHT
YES	X	X	X	X	X
NAYS					
ABSTAINED					

Motion Carried

The board came back into regular session at 8:42 pm.

Mayor Wright announced only one bid was received for the old village hall. The board will accept the bid, but it can vote on it at the March 20 meeting. The Village will have the attorney draft the purchase agreement and provide it to her before the meeting.

Bob Parr motioned at 8:46 pm to adjourn the meeting.

Doit Roberts seconded.

	CATHI FRITZ	LINDSEY LIGHT	BOB PARR	DOIT ROBERTS	ROBERT WRIGHT
YES	X		X	X	X
NAYS					
ABSENT		X			

Motion Carried

Submitted by,

Connie Young
 Connie Young, Clerk
 3/20/23