

# VILLAGE OF OAKWOOD

Study Session Meeting Minutes – November 14, 2022

## CALL TO ORDER/PLEDGE OF ALLEGIANCE

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

ROLL CALL	PRESENT	ABSENT	OTHERS PRESENT
Cathi Fritz	X		
Lindsey Light	X		
Bob Parr	X		
Doit Roberts	X		
Robert Wright	X		

### VILLAGE HALL

Mayor Wright updated the board that the candidate who was offered the office replacement position has accepted and will start on November 16th.

Public event approvals – A new form is being developed when public events request approval. The form will be sent to all departments including public works, OPD, and EMS before coming to the mayor. If street closures, security, or an ambulance is needed to support the event, the mayor needs to know this is approved and being managed by those responsible to do it before the mayor can approve it.

Board bill descriptions – The process of explaining a bill's reason will be implemented. This will help explain the bills the board signs off or approves the bills each month.

Employee hiring process – Mayor Wright explained that the board needs to be part of the interview process for all new hires. This is because of the liability put on the trustees and part of HR practices. Past hires have not had board approval and input, which can obviously affect a trustee even though they have no prior knowledge. The process will also require a recommendation from the manager of that department and must have board approval. This will be shared at a future meeting.

Jerod McMorris from Good Energy provided the board with a recommendation for the village to use Home Field as the village's energy provider for all village property. Good Energy searched for providers that provided energy and looked for the most cost-effective rate. He stated that renewable energy put into the grid would drop future prices, but the infrastructure still needs to be there. Buy locking into a price for two years will save the village and keep them locked into that rate even when rates increase. C. Fritz said she called for her personal property, which has always been the lowest price. Jerod explained that Ameren only gives the cost of the Energy, but this does not give the additional costs for other items. He recommends signing a three-year term agreement at a fixed rate on the day of signing.

### PUBLIC WORKS

Winter weather policy – The Public Works Department has drafted a winter weather policy for areas of the village where the department is required to do snow removal. It is a past practice that the village would plow property that is not village property, and there have been a few instances where the village has had to pay for damage due to the plowing and cover additional lots. This will not be the practice much longer for plowing, mowing, or any other work not required of the village regarding private property. Residents and businesses largely take care of their own properties, but some favors have crept into the village's workload. In the past year, mowers, plows, and salt spreaders have come a significant cost to the village.

Emily from Farnsworth updated the board that seven bids were received for the concrete around the village hall project. The lowest bidder was Schaumburg, and Schaumburg came in at \$143,120. She felt confident with this bid and the number of bidders who submitted their prices. They also provided all the required details. She is also recommending this project start in the spring once the winter weather breaks. It was expressed the board would like the project to be completed by Memorial Day 2023. D. Roberts would like to see the bid broken down into sections. He has concerns about the cost for the side of the building to have two additional parking spots for a car. C. Fritz stated she would like this money to be used on the sidewalks around the community. D. Roberts felt the sidewalks were also a priority. There was a discussion that there needed more parking for the downtown area if the board wanted to see any growth. Mayor Wright stated the board needs to have another planning session to develop a five-year plan for the development of the downtown area. C. Fritz also said she wants the money to be spent on something other than the south side parking lot in case anyone would like to build there in the future. She felt the additional parking could be continued along the Rail Trail as it has been done just north of the village hall. Mayor Wright agreed that Trustee Roberts and Fritz are correct, but pointed out that development of downtown cannot wait for a business to decide to build here. There is no interest now. Further, there is no handicap parking around the village. For example, a person in a wheelchair would likely have to go to the street and then onto the west sidewalk to come into the Village Hall. Doing so from the south side of the building has the risk of mud and rock where they may not be able to move. Something has to be done to finish what should have been done during the original build. Clay Woodard announced from the audience that the concrete was planned into the original budget, but was cut due to the COVID pandemic and uncertainty around the tax revenue.

TIFF requests – Tulies request has been updated with the additional items the board requested last month. The proposal from The Box has also been updated with the additional items. Copies of the agreements are in the "project folder" on the shared drive for the board to review for the next meeting.

Budget and planning – L. Light stated she is still working on an amendment to the current budget. She is also implementing a section for bills to provide a description of the bill and the reason for the purchase, so when the board signs off on the monthly bills, there is enough explanation. They will be moving forward with next year's budget after the first of the year. She still doesn't recommend a budget administrator. Once this cleaning up state is finished and the purchasing policy is approved, everything will be cleaner with more explanation and line items removed that are no longer utilized.

Information technology needs – Mayor Wight explained some of the current system's updates, and he will propose to the board a recommendation to spend approximately \$5,000 to make the necessary adjustments needed to allow for the system to be safe and to work effectively. There are times the Wi-Fi in the board room isn't working, and there is a need for Wi-Fi to run the meetings.

Mayor Wright provided the board with a copy of an intergovernmental agreement proposed by the Village of Muncie requesting police coverage from Oakwood. There was discussion on concerns on the current status of not having enough manpower to take care of Oakwood Village. B. Parr told the board that Chief Soderstrom was not in favor of it now.

Charitable donation – Mayor Wright informed the board that the water company sent the village a check for \$500. He will be recommending that it be used for the Santa program that the village hall will have. This event is having a horse-drawn carriage around town and a visit from Mr. and Mrs. Clause.

Project list:

- Sidewalks – Maps are currently being updated, and Lisa has agreed to help get estimates. The additional sidewalk to the park for the main road is also being looked at.

- Olmstead storm sewer repair – No update.
- Sanitary at the park – Dustin Henderson will be looking into the status of this project.
- Southern Tire Mart – No update has been given on the status of this project.
- Park improvements – C. Fritz met with the engineer and will email the plans. This project includes updates to the existing restrooms and getting up to code with ADA.

Clay Woodard was in attendance and requested permission to plant various trees along the Rail Trail in honor of a retired state police officer battling terminal cancer living in Oakwood. He would like to see this used as a way for kids in the school district to learn about the different species of trees in this area. The trees have been purchased but awaiting a place to plant. He wanted to see this stay local and asked about the east side of the cold storage shed. There was discussion about placing the trees at the park; if any changes happen, they don't want to see the tree being the way and cut down. The board also discussed planting the trees on the north side of the rail trail just east of Oakwood St. where kids could access them easier from school. Clay Woodard was going to have further discussions with the representatives of the rail trail. Mayor Wright offered to assist.

Mayor Wright told the board that Attorney Mudd is currently cleaning up the ordinance for building property regulations.

With no further items to discuss on the agenda, Mayor Wright asked for a motion to go into executive session.

Lindsey Light motioned at 8:16 pm to go into executive session

Seconded by Lindsey Light.

	Cathi Fritz	Lindsey Light	Bob Parr	Doit Roberts	Robert Wright
Yes	X	X	X	X	X
Nays					
Abstained					

Motion Carried

At 10:06 pm, the board moved back to regular session.

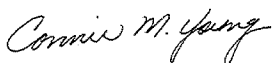
Bob Parr motioned at 10:06 pm to adjourn.

Seconded by Lindsey Light.

	Cathi Fritz	Lindsey Light	Bob Parr	Doit Roberts	Robert Wright
Yes	X	X	X	X	X
Nays					
Abstained					

Motion Carried

Submitted by,



Connie Young, Village Clerk

Approved 12/12/22