

**Minutes of the Meeting of the
DeMotte Town Council
December 22, 2014**

In attendance were Mark Boer, Alana Bauman, Jeff Cambe, Terry Schultz, Dale Eeingenburg, Clerk Treasurer Peggy Michelin, Town Attorney Emily Waddle, Town Manager John Dyke and Office Manager Heather Tokarz.

The meeting was called to order at 7:15 p.m.

Alana Bauman made a motion to approve the minutes of the November 24, 2014 meeting. Terry Schultz seconded the motion. Motion carried with 5-0 vote.

Town Engineer Daryl Knip gave a report on Harvest View and Creekside subdivision; the main has been installed except for Elderberry Circle and it should be completed in January.

Matt Zurbriggen gave an update on the NORWEJ project.

Town Manager John Dyke said that Dr. Ooms has resigned from the BZA and Plan Commission and he will work on a replacement.

Town Manager John Dyke said that at the BZA meeting, traffic congestion was discussed due to Casey's going in. Casey's agreed to do a traffic study and will report the findings at the January meeting.

Jeff Cambe gave the police report and stated that the cameras for the new addition should be operational in a week or so.

Public Works Superintendent Bob Barton stated that he is still looking into other options for the GPS.

Street Superintendent Jeff Powers stated that he looked into sending the 350 truck to auction but there could be fees involved so the best option would be to do a sealed bid for selling the truck.

Street Superintendent Jeff Powers said salt and sand has been received from the county and is ready to go.

Street Superintendent Jeff Powers stated that the street department has received about ten applications for a maintenance employee. No interviews have been done yet and the Town will continue to take applications.

Office Manager Heather Tokarz stated that there was nothing new to report on the Parks.

Office Manager Heather Tokarz said that the Town would only be sending out disconnection and lien notices. Late notices would no longer be sent and the savings to the Town would be about \$200 a month.

Office Manager Heather Tokarz said that preparations were being made for year-end reporting. Minor changes were made to the Town web-page, and a new Town news-letter has been created.

Town Attorney Emily Waddle presented Ordinance 1222014-1 to establish salaries effective January 1, 2015. Motion was made to pass Ordinance 1222014-1 for establishing salaries effective January 1, 2014 by Jeff Cambe and was seconded by Dale Eenigenburg. Motion carried with a vote of 5-0.

Town Attorney Emily Waddle presented Ordinance 1222014-2 establishing clothing allowance effective January 1, 2015. Motion was made for clothing allowance effective January 1, 2015 by Terry Schultz and was seconded by Jeff Cambe. Motion carried with a vote of 5-0.

Town Attorney Emily Waddle presented Resolution 1222014-03 establishing a schedule of Town Hall holiday closings. Alana Bauman made a motion for establishing a Town Hall schedule for holiday closings and was seconded by Jeff Cambe. Motion carried with a vote of 5-0.

Town Attorney Emily Waddle presented Resolution 12222014-04 concerning the sewer and trash account receivable records. Office Manager Heather Tokarz recommended the accounts be returned to zero because further collection efforts are not justified by the amounts due. Motion was made by Jeff Cambe to reduce the accounts to zero and was seconded by Terry Schultz. Motion carried with a vote of 5-0.

Town Attorney Emily Waddle presented Resolution 12222014-05 establishing the mileage reimbursement rate. Motion was made to pass Resolution 12222014-05 by Alana Bauman and was seconded by Terry Schultz. Motion passed with a vote of 5-0.

Town Attorney Emily Waddle presented Resolution 12222014-06 to transfer funds from the General Fund to the Rainy Day Fund. Motion was made by Terry Schultz to transfer funds from General to Rainy Day and was seconded by Dale Eenigenburg. Motion passed with a vote of 5-0.


Town Attorney Emily Waddle presented Resolution 12222014-07 authorizing fund transfers. Motion was made by Jeff Cambe to transfer certain funds to the General Fund and Dale Eenigenburg seconded the motion. Motion passed with a vote of 5-0.


Town Attorney Emily Waddle presented Resolution 12242014-08 concerning the Town's park fee schedule. Motion was made to pass Resolution 12242014-08 by Alana Bauman and was seconded by Jeff Cambe. Motion passed with a vote of 5-0.

Town Attorney Emily Waddle presented Resolution 12222014-09 to retain Abonmarche Consultants Inc. for annual engineering services contracted dated December 18, 2014. Motion was made by Dale Eenigenburg to retain Abonmarche Consultants Inc. and was seconded by Jeff Cambe. Motion passed with a vote of 5-0.

Town Attorney Emily Waddle presented Resolution 12222014-10 to retain attorney Emily Waddle for legal services contract dated December 22, 2014. Motion was made by Jeff Cambe to retain legal services with Emily Waddle contract dated December 22, 2014 and was seconded by Alana Bauman. Motion passed with a vote of 5-0.

Terry Schultz made a motion to adjourn the meeting at 7:50 p.m. Jeff Cambe seconded the motion. Motion carried with a vote of 5-0.


Town Council President


Secretary