**Nov 13, 2024**

**Village of White City**

**Regular Monthly Board Meeting Minutes**

**Call to Order: 7:00 pm Nov 13, 2024 Meeting was called to order by Village President Karen Clarke.**

**Pledge of Allegiance:**  Led by Village President Karen Clarke.

**Roll Call:**  Brenda Subick present, Scott Van Loo present, Jim Cozart present, Kevin Shaw present, Karen Clarke present, Beth Greer absent, Roger Van Loo present

**Public Comments:** None

**Guests**: Doug Raterman-MFT- Doug had a scheduling conflict and was unable to attend.

**Approval of Oct 9, 2024 Board Meeting Minutes**

Accept Minutes/Roll Call: Motion to accept Oct 9, 2024, Meeting Minutes made by Brenda Subick, 2nd Kevin Shaw. Roll Call: Brenda Subick (yes), Scott Van Loo (yes), Jim Cozart (yes), Kevin Shaw (yes), Karen Clarke (yes). Motion approved.

**Committee Reports:**

* **Sewer** –Lift station #1 pump 1 is not pumping. The Pump Shop will be here Friday to fix or replace pump. The one working pump is keeping up with the levels. Sewer technician asked The Pump Shop about a maintenance plan. They will get back with technician, but the village had a maintenance plan at one time. Trustee mentioned that Lift station #1 pump failed and was replaced by The Pump Shop years ago. We will need to look in files to see when and what repairs were made at that time.

DO meter has not been working at lagoon. Core & Main will get a price for a new one. A Bunker Hill employee has one that he is going to let us borrow to see if it fits our needs.

Sewer technician spoke with engineer about lagoon project today. The engineer questioned the condition of the bypass valves at lagoon. Technician will test the valves Friday. If they don’t work, we will need to replace those also as part of the lagoon project.

Village president also met with engineer about lagoon costs and labor hours.

* **Water** – Water technician is more frequently resetting the UPS at Pump station. The UPS is the internal control battery back up system. We do have a spare, but we will need to get another spare if Matt has to replace the UPS.

Water technician has had to increase the time on the water flusher due to low chlorine levels. He is also doing the lead and copper samples.

Staunton water director said it had been years since water rates for the village had gone up, therefore Staunton will be increasing the villages water rates. We need to see if current water contract with Staunton has provisions about the village’s water rates.

Meter reader reported that we still have manual readings that we have to do for several residents. Clerk will contact Sequoyah for solutions.

* **Finance** – Village financial audit is complete. A representative from CJ Schlosser will be at December 11 meeting.
* **Ordinances** – Nothing to report.
* **Streets** –The village has received the rock salt.
* **Building/Grounds/Utilities –** Trustee asked whether truck repairs had been completed. The village has run into some minor setbacks with the repairs. We need to get the repairs completed as winter is approaching.

Water meter reader stated that the village car was also in need of some minor repairs or maintenance. That needs to be done quickly also.

**Treasurer’s Report**

* **Approval of bills –** Reviewed Bills (Nov 2024).

Kevin Shaw made a motion to approve Nov 2024 bills based on discussion to take the audit bill off November and add it to December with 2nd by Scott Van Loo. Roll Call: Brenda Subick (yes), Scott Van Loo (yes), Jim Cozart (yes), Kevin Shaw (yes), Karen Clarke (yes). Motion approved.

**Approval of Balance Sheet** –Reviewed Village of White City Balance Sheet ending as of October 31st, 2024. Motion to approve made by Brenda Subick with 2nd by Kevin Shaw. Roll Call: Brenda Subick (yes), Scott Van Loo (yes), Jim Cozart (yes), Kevin Shaw (yes), Karen Clarke (yes). Motion approved.

**Old Business:** None

**New Business:** Board discussed Village of White City sewer rate increase ordinance #446. It was brought up that the ordinance had an effective date 1/1/2025 instead of agreed to month of approval. We need to get attorney to change the ordinance from effective date of 1/1/2025 to 11/14/2024. Motion to approve ordinance #446 with effective date change from 1/1/2025 to 11/14/2024 made by Brenda Subick with 2nd by Kevin Shaw. Roll Call: Brenda Subick (yes), Scott Van Loo (yes), Jim Cozart (yes), Kevin Shaw (yes), Karen Clarke (yes). Motion approved.

Board discussed Village of White City employee Christmas bonus increase ordinance #447. This changes code 11-1-17(a) employee fringe benefits (Christmas gifts) from $25 to $50. Motion to approve ordinance #447 made by Kevin Shaw with 2nd by Brenda Subick. Roll Call: Brenda Subick (yes), Scott Van Loo (yes), Jim Cozart (yes), Kevin Shaw (yes), Karen Clarke (yes). Motion approved.

Board discussed village treasurer’s job duties and salary. We need a change to add a duty ‘to perform all other duties assigned’. Motion to approve village treasurer’s job duties with change and current salary made by Kevin Shaw with 2nd by Brenda Subick. Roll Call: Brenda Subick (yes), Scott Van Loo (yes), Jim Cozart (yes), Kevin Shaw (yes), Karen Clarke (yes). Motion approved.

Board discussed village water meter reader’s job duties and salary. We need changes to add another duty ‘to perform all other duties assigned’ under monthly duties. We need to add another duty ‘backup for master meter readings and Julie Digs’ under monthly duties. We also need to add duty ‘turns off and on water meters for delinquent customers. It was suggested to talk about a pay increase for village water meter reader at next month’s meeting. Motion to approve village water meter reader’s job duties with changes and current salary made by Kevin Shaw with 2nd by Jim Cozart. Roll Call: Brenda Subick (yes), Scott Van Loo (yes), Jim Cozart (yes), Kevin Shaw (yes), Karen Clarke (yes). Motion approved.

Board discussed whether to buy a rechargeable battery like one we have or start purchasing new maintenance equipment. The board discussed the prices of both options. Although the cost of the rechargeable battery will be high, it will still be lower than starting to purchase new maintenance equipment. We could also get a cheap replacement battery during Black Friday or cyber Monday sales. Motion to approve purchase of new Milwaukee replacement battery made by Kevin Shaw with 2nd by Scott Van Loo. Roll Call: Brenda Subick (yes), Scott Van Loo (yes), Jim Cozart (yes), Kevin Shaw (yes), Karen Clarke (yes). Motion approved.

Board discussed whether to allow an individual or organizational representative to put in a book box for purpose of exchanging books on village grounds. A person reached out to village president inquiring about this possibility. The board discussed locations throughout the village. They stated book box may be placed up by village hall. Motion for individual or organizational representative to place book box by village hall made by Brenda Subick with 2nd by Kevin Shaw. Roll Call: Brenda Subick (yes), Scott Van Loo (yes), Jim Cozart (yes), Kevin Shaw (yes), Karen Clarke (yes). Motion approved.

Motion to Adjourn made by Kevin Shaw with 2nd from Brenda Subick. Roll Call: Brenda Subick (yes), Scott Van Loo (yes), Jim Cozart (yes), Kevin Shaw (yes), Karen Clarke (yes). Motion approved.

Meeting Adjournment: Nov 13 – 7:40 p.m.

Motion made to approve November 13, 2024 meeting minutes by Brenda Subick with 2nd by Kevin Shaw

Minutes approved: December 11, 2024

Roll Call:

Jim Cozart - Yes

Kevin Shaw - Yes

Brenda Subick - Yes

Scott Van Loo - Yes

Karen Clarke - Yes