

TOWN OF WILLARD

September 13, 2021 BOARD MEETING MINUTES

The meeting was called to order by Chairman Bob Nelson at 6:00 P.M. with the pledge to the flag. Those in attendance were: Judy Simpson, Linda Bentley, Mark Taft, Shannon Barrois, Bob & Mary Jane Nelson. Scott Rood, John Revak, Vern & Linda Denzer, Theresa Jaramillo and Cody Smith.

AGENDA: There were no changes to the agenda.

MINUTES: Motion by Bentley, seconded by Nelson and carried to approve the minutes as printed.

TREASURER'S REPORT: The Treasurer's report showed receipts of \$56,544.83, disbursements of \$30,750.69 resulting in an ending balance of \$95,410.06. The Contingency fund balance is \$12,309.78 and the Equipment fund balance of \$21,951.83. The ARPA funds balance is \$20,702.66. Total of all accounts is \$129,671.67. The ARPA money has been used to update the town hall signage, new thermostats in the town hall, and creation of the new website. Motion by Taft, seconded by Bentley and carried to approve as presented.

APPROVAL OF BILLS TO BE PAID: Motion by Taft, seconded by Bentley and carried that the Town of Willard pay the bills as presented.

CLERK'S REPORT/APPROVE PERMITS ISSUED: The Clerk had no report.

BUILDING/OTHER PERMITS: John Revak requested a permit for the addition of a garage without living quarters at his home on Highway 27. Motion by Bentley, seconded by Taft and carried to approve the permit.

Hassan Hijleh requested a permit for the construction of a 537 square foot detached garage at W8038 Oak Ridge Road. Motion by Bentley, seconded by Taft and carried to approve the permit.

Chad Lechleitner has a permit for a 3840 square foot storage shop at W7400 County Road D. The fee of \$135.00 was not included. Motion by Nelson, seconded by Taft and carried to approve the permit and issue upon payment of the \$135.00.

PUBLIC INPUT: There was no public input.

OLD BUSINESS: ARPA Funding -The Clerk reported that Supervisor Bentley had downloaded the sheet from WTA to calculate the amount the town could lose over the next four years due to the pandemic based upon the last four years income and projections for the next four years. Calculations were done with no increase in funding sources or increases in the levy limit, the town would show a loss of revenue each year with the total loss being just over \$88,000.00. This means we can use the full amount allotted to us. We have not received the final listing from the IRS on what their determination of "infrastructure" actually is.

NEW BUSINESS:

Consideration of mobile home used as a dog kennel by Theresa Jaramillo: Ms. Jaramillo brought pictures of the mobile home she wants to bring onto her property at W7464 Homestead Road for raising Dalmatians. She currently has 7 dogs and she intends to raise and sell them to the public. She has a state license and at the end of this month, the DATCAP inspector will be inspecting her property and issuing her a new license with her new address. She intends to

heat the structure but there will be no running water or septic system attached so that no one can use it for housing. The property is 6.74 acres and is zoned agriculture so the zoning will not have to be changed. The Clerk told the board that our conditional use permit could be used for this request with an actual date that it will expire and have to be renewed. The Clerk noted that the current Conditional Use Permit on the website is outdated and needs to be updated. Ms. Bentley said she would get this taken care of this week so that it will be useable before the next meeting when Ms. Jaramillo comes back.

Improvements to town hall parking lot: The Chairman had contacted Baughman excavating about removing the gravel and changing the slope of the area to the south of the town hall, west of the small garage so that we could improve the parking area there that is used and always muddy, especially in the spring and fall. Monarch had given us a bid of \$5700 to pave it next spring. Baughman's estimate came in around \$2500.00 to remove the base and add new base for paving. Motion by Nelson, seconded by Taft and carried to make the improvements as presented.

Updating town ordinances: The town ordinances were last updated in 2019 and should be reviewed and updated. The former ordinance chair was Dennis Engelking who has passed away. The Chairman asked Ms. Bentley if she would take over the position and she agreed. The following persons agreed to be on the committee: Vern Denzer, Scott Rood and Cody Smith and Deputy Clerk Judy Simpson. The Clerk will prepare the current ordinances and get them to the members of the committee for them to prepare for the meeting on September 29 at 6:00 P.M. at the town hall.

COUNTY BOARD SUPERVISOR REPORT: Mr. Meyer was not in attendance.

BOARD MEMBER REPORTS/CONCERNS: The Chairman reported that all the gravel has been put down on Daly Road and Shady Lane. Biller's Mowing Service started mowing the road right of ways tomorrow and Scott Construction will have Broken Arrow West, part of Oak Ridge Road and Rangeline Road chip sealed tomorrow also.

Supervisor Bentley explained that we need to have a ".gov" email for elections and also for the website. The paperwork has been sent in and hopefully will be back to us before the end of the year.

Treasurer Barrois had researched lighting for the new town sign and found 16 solar lights that would work to illumination. The cost is less than \$40.00 and she has used them herself and they are good quality and have replaceable batteries. The board asked her to take care of getting these.

SET NEXT AGENDA: Next meeting will be on October 11, 2021 beginning at 6:00 P.M. Agenda items will include Ordinance Committee changes/approval; Theresa Jaramillo Conditional Use Permit; Budget preparation, additional fee schedule updates.

Motion by Taft, seconded by Nelson and carried to adjourn at 6:52 P.M.

Respectfully submitted

Mary Jane Nelson, Clerk