

Amel Cogen

TOWN OF NEW RICHMOND

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Minutes of the Meeting

December 6, 2023 6:00 p.m.

Roll Call: Present, President Minnie Howard, Council Member Linda Forbes, Rachelle Cowherd, Clerk/Treasurer Alaahea Foust.

Present: Town Superintendent Jay Busse, Town Marshal Jeremy Minor & Attorney Rob Reimondo.

Pledge of allegiance.

Alaahea Foust Clerk/Treasurer presented approval for Minutes of Meeting on November 1, 2023 at 6:00 p.m., Rachelle C. made the motion to approve the minutes, Linda F. seconded the motion, Minnie H. called for a vote, motion carried.

Alaahea Foust Clerk/Treasurer presented approval for Work Session Meeting on November 17, 2023 at 5:30 p.m., Rachelle C. made the motion to approve the minutes, Linda F. seconded the motion, Minnie H. called for a vote, motion carried.

Amendments/Additions to Agenda: Linda F. said the Town's Christmas Party is this Saturday from 6 – 8 pm in the community room.

Linda F. said we have a picture and plaque here tonight to recognize Mark Clapp for his service as the Town Marshal in the Town of New Richmond. December 5, 2023 marks 20 years since Mark passed away while on duty serving his community. Linda F said she has known Mark for many years, he was always willing to help when asked. Mark put his family first when ever it was possible as he served his community. Linda F. recalled a time when she asked him if he would take her two daughters out for a ride to see if they were ready for their driver's test, he said he could do that for her, then he came over and told the girls to get in the car and off they went. Linda F. said he went outside of his job to serve his community. Mark loved and cared for his community and the Town grew and flourish because of him.

Streets/Maintenance: Jay Busse said the lagoon has been mowed and all the trees are gone. Jay said he got in touch with Covalen on the control box for the Harrison lift station, he will pick it up next week and get it installed.

Water/Sewer: Earl Heide not present.

Town Marshal: Jeremy M. said he did know Aaron Clapp, Mark's son, and said he was a good man. Jeremy also thanked Minnie Howard and Alaahea Foust for all they have done for him and the police department.

Fire Department: Fire Chief Darren Foreman gave a report on their runs for the month and reminded everyone that the Coal Creek Fire & Rescue is doing their Annual Pancake Breakfast on December 16th at the fire station from 8 am – 12 pm. Santa Claus and the Grinch will be attending the breakfast.

Darren said he had also known Mark Clapp for many years and thanked Linda F. for her very fine remarks.

Report from Attorney: Rob Reimondo said Mark Clapp was a very good guy, I knew him through the Courthouse saw him there frequently and his son Aaron.

Rob said the Busse's contract looks good.

Clerk/Treasurer: Alaahea F. presented Accounts Payable Voucher Register for December 6, 2023 to the Board, Linda F. made the motion to approve the APV Register, Rachelle C. seconded the motion, Minnie H. called for a vote, motion carried.

Alaahea F. presented the Billing Adjustment Register for December 2023 to the Board, Rachelle C. made the motion to approve the Billing Register, Linda F. seconded the motion, Minnie H. called for a vote, motion carried.

Alaahea F. presented the bank reconcilements for October 2023.

Alaahea F. presented the Board with the Fund Report, Appropriation Report, Revenue Report up to date.

Alaahea F. presented the Board a copy of the 1782 Notice for Budget year 2024, everything was approved from DLGF (Department of Local Government Finances).

Alaahea F. asked for approval to pay HWC Engineers invoices in the amount of \$2000.00 which will be paid out of SRF money. Rachelle C. made the motion to approve the payment of \$2000.00, Linda F. seconded the motion, Minnie H. called for a vote, motion carried.

Alaahea F. said the ARP Fund was use to pay for some Wastewater projects to which Jay Busse has an invoice for \$450.00 and one for \$865.00 for work done at the Lagoon. American Pump Repair services invoice for \$12,600.00 for a new pump at the park lift station. The Town Council will need to sign the APV's for these expensive and approved them. Linda F. made the motion to approve all the payments, Rachelle C. seconded the motion, Minnie H. called for a vote, motion carried.

Alaahea F. asked for approval to pay Local Government Services invoice for \$1050.00, Linda F. made the motion to approve the payment of \$1050.00, Rachelle C. seconded the motion, Minnie H. called for a vote, motion carried.

Alaahea F. said Mike Utterback, is our insurance agent, he is going to a new insurance company, but would like to remain as our agent. Linda F. made the motion to approve Mike Utterback as our insurance agent, Rachelle C. seconded the motion, Minnie H. called for a vote, motion carried.

Alaahea F. present the Town Council the Annual Certification of Nepotism Policy to sign for the year 2023, all of the Town Council members signed the certifications.

Alaahea F. presented the Conflict-of-Interest form to Town Council member Rachelle Cowherd to sign for the year 2024. Rachelle Cowherd is a volunteer fireman for Coal Creek Fire & Rescue.

Alaahea F. recommended that the new in coming Clerk/Treasurer should get a Town cell phone, due to login into government sites, they are using the cell phone for authentication purposes.

Alaahea F. asked for approval to reimburse Shelly Wulfers for \$500.00 for gift cards that she purchased for the Town Christmas Event. The \$500.00 was donated by Still Waters Manufacturing for the purposes of purchasing the gift cards. Linda F. made the motion to approve reimbursing Shelly Wulfers, Rachelle C. seconded the motion, Minnie H. called for a vote, motion carried.

Alaahea F. said she has been communicating with Roger Kunkel in regards to the picture that belongs to the Town. Alaahea F. asked Roger about the repair on the frame of the picture. Roger Kunkel said it should be done sometime about the middle of next week. Alaahea F. said she was going to make a copy from that one and gave the picture back to Roger K.

Old Business:

Shelter House: Linda F. asked Mike Claycomb (from the Volunteers for New Richmond Improvements) about the shelter house doors. Mike C. said still waiting for the doors to come in as soon as they do the contractor will put them on.

Extra Cameras at the Park: Minnie H. said we have an estimate on the cameras and Rachelle can talk about that. Rachelle C. said we had Haley's come back to relocate two of the cameras and add some more to see the problem areas that we need to see and adding one in the community room as well as the Town Hall. Haley's Lock, Safe & Key quote is for \$4,400.04. After some discussion Linda F. made the motion to approve the \$4,400.04, Rachelle C. seconded the motion, Minnie H. called for a vote, motion carried.

Ordinance 2023-16 Campers & Recreational Vehicle (RV) Draft: Alaathea F. presented the ordinance to the Council and said this is a draft do you have any comments. Alaathea asked Rob if he had any opinions on this. Rob R. said I looked at it early in the week when you sent it to me, I thought it look okay, it is up to the Council as to what they want to do. The Council decided to look it over for the next meeting and tabled it until January's meeting.

Ordinance on Mobile Homes: Alaathea F. said she has not done anything with this yet and will not have it ready before leaving office.

2024 Coal Creek Fire & Rescue contract: Minnie H. said the Coal Creek Fire & Rescue board has signed the contract for 2024. Linda F. made the motion to approve the contract for 2024, Minnie H. seconded the motion, Minnie H. called for a vote, motion carried. Rachelle Cowherd abstained from the vote.

New Business:

Jay Busse's 2024 Contract for Town Superintendent: Minnie H. said the contract is the same as last year's. Attorney Rob R. said the contract is for 2 years. Linda F. made the motion to approve the contract, Rachelle C. seconded the motion, Minnie H. called for a vote, motion carried.

Next Town Hall Meeting is January 3, 2024 at 6:00 p.m.

Public Comments:

Shelly Wulfers asked about when the water project was going to start, they said it would be November. Alaathea F. said they said potentially start in November, there has not been any word on when they are starting.

Shelly Wulfers thanked Minnie Howard and Alaathea Foust for all the hard work they have done over the past years of serving.

Roger Kunkel said he is working with the Montgomery County Commissioner on stopping a company out of Lebanon from getting water out of our aquifer. There was some discussion on this matter.

Rob Reimondo said I just wanted to say thanks to Alaathea, I don't remember how many years I have been doing this, but she has been here since day one. She has been great; I know there has been controversy over the years, by enlarge from a lawyer's point of view she has made a very good Clerk-Treasurer, you guys should be proud of what she has done for the Town and Minnie Howard has done a good job too.

Roger Kunkel had concerns with the condition of the Town's buildings. There was some discussion on this matter.

Linda F. asked Jay Busse for an opinion. Jay B. said there is some work that could be done, mostly on the Maintenance building and it depends on the budget for doing repairs.

Sarah Farmer-Forbes said she has been working with Alaathea, training to be the new Clerk-Treasurer for the Town and is very excited. Sarah said she does not know a whole lot about what she does yet, but Alaathea seems very organized and knows what she is doing and is very excited to learn from her.

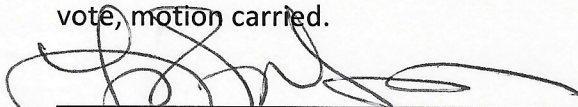
Minnie Howard said welcome to the board.

Linda Forbes said she would like to say thank you to Minnie and Alaathea for serves rendered and appreciate all that they have done. I would ask that as we start a new year with Sarah as the new Clerk-Treasurer and Jebadiah as a new Council member and Rachelle Cowherd is fairly new, myself I have serve a year. I asked that all of you would be patience with us, as we are starting new.


Alaathea Foust said I have greatly appreciated working with all of you, we have managed to move things forward. We may not have always agreed on everything, we have been able to disagreed agreeably and it is nice to work with a board that can do that and still be able to work together. You have been a great support and I appreciate that.

Minnie Howard said thanks for the opportunity it has been an experience, but it is time for me to move on.

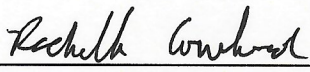
Rachelle C. made the motion to adjourn the meeting, Linda F. seconded the motion, Minnie H. called for a vote, motion carried.



President Linda Forbes



Attest: Clerk/Treasurer Sarah Farmer-Forbes



Council Member Rachelle Cowherd



Council Member Jebadiah Lind