

BARTON VILLAGE INC  
SPECIAL MEETING OF THE TRUSTEES  
MINUTES  
6 PM OCTOBER 11, 2016

PRESENT: Nate Sicard, Cathy Swain, Tin (Justin) Barton-Caplin, Katelyn Kran, Evan Riordan

- A. Call to Order: NS called to order at 6:00 p.m.
- B. Changes to the Agenda / Additions or Deletions
  - a. None
- C. Meeting Minutes – September 26, 2016
  - a. JBC motioned to approve the September 26, 2016 minutes, CS seconded. Unanimous approval.
- D. Privilege of the Floor
  - a. Softball Association
    - i. No one present
  - b. Crystal Lake Preservation Association Informational Discussion
    - i. CS provided a brief update of the Crystal Lake Preservation Association efforts to keep Crystal Lake clear of milfoil.
- E. Old Business
  - a. Approval of the list of delinquent taxpayers from tax collector and approval of the sale of the properties
    - i. JBC motioned to approve the list of delinquent taxpayers from tax collector and to approve the sale of the properties, CS seconded. Unanimous approval.
- F. New Business
  - a. DPW Update
    - i. General Updates
      - 1. JBC informed the Trustees of ongoing work on the NEK Bike & Pedestrian Plan. Andy will participate in a local assessment of Barton for walkability
      - 2. CS indicated that Jethro and Rich Royer should be involved representing businesses.
    - ii. Dog Fence
      - 1. JBC motioned to approve payment to Ms. Filkins to fix her dog fence based on the previous estimate submitted (approximately \$400) contingent on a settlement agreement that releases BVI of any further claims related to the dog fence and that states that the dog fence will not be replaced in the ROW, CS seconded.
    - iii. Authorization to replace water meter reading equipment
      - 1. Discussion of need for new water meter and the various options
      - 2. CS motioned to authorize purchase of the water meter that allows reading of all the BVI water meters and to authorize Katelyn Kran to pull funds from the Water Meter savings account to offset the part of the

costs (remaining costs will be paid from the Sewer budget), JBC seconded. Unanimous approval.

iv. Temporary Labor

1. Andy Sicard discussed the need for the ability to terminate temporary labor.

a. JBC motioned to authorize Andy Sicard to terminate temporary DPW position as needed after consultation with HR Administrator and at least one Trustee, CS seconded. Unanimous approval.

b. Grant Application Updates

i. PTV

1. Received notice that BVI/Rural Edges application was not funded

ii. USDA application

1. NS indicated the need for an emergency generator for municipal building, installed outside of the building.

2. JBC motioned to authorize NS to write a USDA application for the Emergency Generator, CS seconded. Unanimous approval.

c. Preparation of Insurance Renewal

d. Approval of Personnel Policy

i. Discussion of personnel policy

ii. Sections needing revision: Comp Time/Overtime and Vacation Leave

e. Electric Department

i. Authorization to lease new bucket truck

1. CS motioned to authorize Evan Riordan to execute a 84 month lease agreement for the Terex truck, JBC seconded. Unanimous approval.

ii. Authorization to short term line of credit

1. JBC motioned to approve a line of credit up to \$200,000 with up to a 3% interest rate with Community National Bank and to have the Trustees execute the related documents at a later date when they are prepared, CS seconded. Unanimous approval.

iii. Authorization to convert short term debt to long term debt

1. CS motioned to approve the conversion of \$900,000 of short term debt to long term debt with Community National Bank with a 20 year repayment term and 10 years fixed at 2.74% and to execute the related documents at a later date when they are prepared, JBC seconded. Unanimous approval.

G. Other

a. Approval of Warrants, Bills, and Previous Warrants Signed

i. JBC motioned to approve the warrants, bills, and previous warrants signed, CS seconded. Unanimous approval.

b. Trustee Mail

i. Turkey Trot

1. CS motioned to approve the Turkey Trot, JBC seconded.

ii. Moonlight Madness


1. JBC motioned to approve the hanging of the Moonlight Madness banner, CS seconded. Unanimous approval.

H. Executive Session

- a. JBC motioned to enter Executive Session at 9:09 p.m. with Evan Riordan and Katelyn Kran to discuss personnel matters and Contracts / Legal items that the premature disclosure thereof would put the Village at significant disadvantage, CS seconded.
  - b. JBC motioned to exist Executive Session at 10:15 p.m.
  - c. JBC motioned to pay legal fees due to the Pions per the excel chart prepared by NS, CS seconded. Unanimous approval.
  - d. JBC motioned to convene a pre-termination hearing, CS seconded. Unanimous approval.
  - e. JBC motioned to authorize Evan Riordan to contact BVI's legal counsel, CS seconded.
- I. Motion to Adjourn
- a. JBC motioned to adjourn at 10:20 p.m., CS seconded. Unanimous approval.

Date of Next Trustee Meeting: October 24, 2016

Submitted by Tin (Justin) Barton-Caplin | Board Clerk



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Attested by Shelia Martin | Village Clerk