**Village of Bellwood**

 **Meeting Minutes ~ December 5th, 2022**

The Village of Bellwood Board of Trustees held its regular meeting on December 5th, 2022, at the Village Auditorium. Chairman Joyce Napier, called the meeting to order at 7:00 with Vice Chairman Scott Romshek, and Trustees Connie Scholz, Jeremy Junck, and Lee Nickolite in attendance. Village employees Jennifer Stracke, Paul Nickolite, and Ray Sueper were also present.

Chairwoman Napier stated that the open meetings law is in effect.

The Pledge of Allegiance was said.

The Minutes of the November 7th, 2022, Meeting was up for approval. Vice Chairman Scott Romshek motioned to approve the minutes and Trustee Jeremy Junck seconded the motion, which passed all in favor, no one against.

The November bills were read by Jennifer Stracke. Trustee Connie Scholz motioned to approve the minutes and Trustee Lee Nickolite seconded the motion, which passed all in favor, no one against.

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| Nov-22 |  |  |  |
| Vendor | Description | Amount | Check # |
| Bank of the Valley | Truck loan payment | $525.93 | E-Pay |
| Dept of Revenue  | Oct Sales Tax | $270.44 | E-Pay |
| Quick books Live | Online Contract  | $40.00 | E-Pay |
| USDA Loan  | Water Bond | $17,198.00 | E-Pay |
| Bellwood Ampride | Oct Fuel | $719.64 | 15855 |
| BPPD | Electricity | $1,952.45 | 15856 |
| Butler Co Treasurer Office  | Sheriff payment | $1,000.00 | 15857 |
| Card Services | Credit Cards | $825.16 | 15858 |
| Core & Main | Meters & Radio Reads | $2,556.71 | 15859 |
| Frontier Co-op  | Oil & Greece Bulk | $132.94 | 15860 |
| Gehring Construction | Armour Coat Sweeping | $1,080.00 | 15861 |
| Hometown Leasing | Lease on Printer  | $91.51 | 15862 |
| Jackson Services | Nov statement  | $163.45 | 15863 |
| Lee Enterprises | Banner Press Publication | $13.89 | 15864 |
| Lincoln Winwater | Hydrant wrench | $36.99 | 15865 |
| Marc McPhillips  | Return deposit - bill | $100.19 | 15866 |
| Meister Welding & Repair  | Shop supplies | $121.05 | 15867 |
| Midwest Service & Sales | blade  | $306.90 | 15868 |
| Moravec's  | 3rd Qtr payroll & reports | $275.00 | 15869 |
| Municipal Supply Inc | Adjustable wrench | $53.79 | 15870 |
| Napa Auto Parts | Shop Parts  | $179.99 | 15871 |
| NDEE - Fiscal Services | Drinking Water Bond  | $4,723.98 | 15872 |
| NE Pub Hlth Envir Lab | Water Testing | $15.00 | 15874 |
| Obrist & Co | Clean Sewer Main | $750.00 | 15875 |
| PowerTech LLC  | Generator Inspections | $1,000.00 | 15876 |
| Principal Life Insurance | Employee Stipend | $150.00 | 15877 |
| Ron French | Return deposit - bill | $86.54 | 15878 |
| USPS  | PO Box Service fee | $140.00 | 15879 |
| Verizon Wireless | Cell phone | $83.23 | 15880 |
| Waste Connections | Trash Service | $356.40 | 15881 |
| Windstream | phone lines/internet  | $403.70 | 15882 |
|   |   |   |   |
|   |   |   |   |
|   | Total | $35,352.88 |  |

**Butler County Sheriff’s Department:**

Sheriff Dion was present at the meeting. Stated about 30 certified letter of unregistered vehicles was sent from the Sheriff department. Explained that nothing can be done to registered vehicles that is on a vacant lot that the resident owns, as they are not abandoned. Also, explained we now have a dispatch page with our CAD reports for the board members to look over each month.

**Planning and Zoning/Building Inspector:**

Ray Sueper gave the board an Inspection Report listing details of the duties he did for the month of November. He also gave a list of October Inspection report to the board members, as he was absent as that meeting. Chairman Joyce also asked Ray to write an official letter to Paul Bykirk, regarding the proceedings of timeline of the cleanout and sale of his run-down vacant home.

**Complaint Forms:**

No Complaint Forms.

**Tree Board:**

No Tree Board Report.

**Water/Utility Issues:**

No Water Issues to report. Paul Nickolite stated new tires are needed for the Village of Bellwood Ford Truck. Board agreed to just purchase tires as no quote is needed.

**Monthly Treatment Plant Update:**

Paul Nickolite stated one of the heaters is acting up at the treatment plant. Chairman Joyce Napier stated to get it repaired before the temperatures gets low and it stops working.

**Old Business:**

Shared with the board our Grant Approval notice of 24,750 for a new Comprehensive Plan update for Bellwood.

Chairman Joyce Napier read the revised proposed Firewood Ordinance. Board agrees on the updates and Ray Sueper will send to our Village Attorney for a formal Resolution.

**New Business:**

Chairman Joyce Napier, Trustee Connie Scholz, and Trustee Jeremy Junck were re-elected to the Board of Trustees. Each of them did the swearing in of Oath of Office.

Vice Chairman Scott Romshek made motion to elect Joyce Napier as Chairman for 2-year term. Jeremy Junck seconded the motion, which passed all in favor, no one against, Joyce abstained from voting.

Chairman Joyce Napier made Motion to elect Scott Romshek as Vice Chairman for 2-year term. Trustee Connie Scholz seconded the motion, which passed all in favor, no one against, Scott abstained from voting.

Discussion was made to Re-appointment JEO for 2023 Village Engineer. Chairman Joyce Napier motioned to appoint JEO and was seconded by Trustee Jeremy Junck. Motion passed all in favor, no one against.

Discussion was made to Re-appointment Brent Ciecior with JEO as 2023 Street Superintendent for the village. Chairman Joyce Napier motioned to appoint Brent Ciecior and was seconded by Trustee Lee Nickolite. Motion passed all in favor, no one against.

Chairman Joyce Napier introduced Resolution 2022-2, which authorizes the Chairwomen to sign the Municipal Annual Certification of Program Compliance. This Certification of Compliance states that the Village has in place a plan, a budget, and records of tracking monies spent and that those records are following state statutes. Motion made by Chairwomen Joyce Napier to approve resolution 2022-2, Year-End Certification of City Street Superintendent of 2022. Trustee Connie Scholz seconded the motion, which passed all in favor, no one against.

Chairman Joyce Napier made motion to give Holiday Gift to BPPD, Department of Roads, Paul Nickolite and Jennifer Stracke. Trustee Jeremy Junck seconded the motion, which passed all in favor, no one against.

Planning and Zoning Board approved Resident Brian Wilson to build a repair shop on C-2 lot, which is zoned retail district. Vice-Chairman Scott Romshek made motion to approve the Conditional Use Permit for his building. Trustee Connie Scholz seconded the motion, which passed all in favor, no one against.

Vice Chairman attended Savannah Township meeting and after discussion, the Township Board agreed to maintain the Village’s Pioneer Road twice a month for $140.00. Vice Chairman Scott Romshek motioned to accept the contract with Savannah Township. Trustee Lee Nickolite seconded the motion, which pass all in favor, no one against.

Chairman Joyce Napier called for a motion to adjourn from regular meeting at 8:04pm and enter in Executive session to discuss salary reviews for Zoning Administrator Ray Sueper, Utility Supervisor Paul Nickolite, and Village Clerk Jennifer Stracke. Trustee Jeremy Junck seconded the motion, which passed all in favor, no one against.

Board of Trustees entered into Executive Session at 8:09pm to discuss alary reviews for Zoning Administrator Ray Sueper, Utility Supervisor Paul Nickolite, and Village Clerk Jennifer Stracke. Chairman Joyce Napier motioned to adjourn from the Executive Session at 8:49pm and enter back into General Session meeting. Vice Chairman Scott Romshek seconded the motion, which passed all in favor, no one against.

Chairman Joyce Napier motioned to adjourn from General Session meeting at 8:50p.m. Trustee Jeremy Junck seconded the motion, which passed all in favor, no one against.

**Next Board Meeting with be Tuesday, January 3rd, at 7:00pm.**

Village Clerk/Treasurer

Jennifer Stracke