

**VILLAGE OF CAPAC
REGULAR MEETING
OFFICIAL MINUTES
March 7, 2022
7:00 P.M.
AMERICAN LEGION HALL
115 N. MAIN ST.**

The Meeting was called to order at 7:00 P.M.

Present: Lynne Mandeville, Debbie Hlubic, Joe Herrington, Joe Nemecek, President John Grzyb, Clerk Lisa Lulis, Manager Travis Youatt

Absent: Mary Klug, Samantha Ramirez

Approval of the Agenda:

Motion by Joe Nemecek supported by Debbie Hlubic to approve the March 7, 2022, regular Council meeting Agenda as presented.

All ayes, motion carried.

Approval Minutes:

Motion by Debbie Hlubic supported by Joe Nemecek to approve the minutes for February 22, 2022, regular Council meeting as presented.

Roll call vote. All ayes, motion carried.

Bills:

Motion by Joe Nemecek supported by Lynne Mandeville to pay the bills in the amount of \$82,125.15.

Roll call vote. All ayes, motion carried.

President's Report: None

Correspondence: None

Public comment: A member of the public addressed the Council on the approach used by a planning commission member inquiring on his new business venture.

Manager report: Travis Youatt reported that the Village website had 436 visits in the past month. Also, the Personnel Policy/Handbook is being reviewed by the police union. Youatt said that the DDA approved an Invoice from American Tree for downtown plantings. Youatt discussed and presented a policy change proposal and a new job description for a DPW laborer position.

Motion by Joe Nemecek supported by Lynne Mandeville to approve the job description for DPW 1 laborer, Devin Tedford

Roll call vote. All ayes, motion carried.

Motion by Joe Nemecek supported by Lynne Mandeville to approve the revised policy #2022-002, amend the amount from \$2000.00 to \$3000.00, and update the personnel policy and handbook.

Policy discussion.
Roll call vote-all ayes, motion carried.

Zoning Administrator Report/ CCA: None
DDA Report: Previously discussed
ZBA Report: None

Planning Commission Report: Councilmember Herrington provided an update: The Planning Commission approved the site plan/use for the middle school, and a site plan for or Do It Best Hardware storage shed. The former middle school building will be a senior living complex for residents 50+ years old. It will be reconstructed in 2 phases.

New Business:

Unfinished Business

1. **Hill Street Project** Manager Youatt will attempt to obtain the 35 easements needed to secure the low-interest loan from the United States Dept. of Agriculture (USDA). Youatt noted that the easements are required, although the infrastructure is already there.
2. **Railroad crossing – Hunter St-** The equipment is onsite to complete the project. The project should start soon.
3. **Sign ordinance.** Manager Youatt did review the ordinance. Youatt will present something to Council soon.
4. **Dangerous building-** To be discussed at the next meeting.
5. **Dave Schultz Employment Agreement-** Youatt reported on this to Council.
6. **Capac Police Fiber Connection:** The project has started. The project should be completed soon, as the equipment is in from backorder.
7. **Water Tank Project:** The tank project had no bids secured due to the antennas on the tank. Manager Youatt and Spicer will go out for bids again with the antennas removed on the tank. Youatt is discussing with Air Advantage to remove the antennas while the project is in process.
8. **Council business:** Joe Herrington asked about the date on the revenue and expenditure report.

Dave Schultz asked about a motion made before Council adopted the Employee Personnel Policy & Handbook in reference to a phone policy. The Council requested Travis Youatt to contact Village Attorney Al Francis about the issue. Consensus to keep paying Dave Schultz the same amount for carrying a village owned phone until it is determined by the attorney and Council is informed at the next Council meeting.

Motion by Joe Nemecek supported by Lynne Mandeville to adjourn the Meeting at 8:05 P.M.

All ayes, motion carried.

Lisa M Lulis
Village Clerk