

**Village of Mapleton**  
**REGULAR BOARD MEETING MINUTES**

Wednesday, February 14, 2024

6:00 p.m.

**PLEASE SILENCE YOUR CELL PHONES!**

**1) Call to order<sup>1</sup>**

2) Roll call: Mayor Rensch X Teri Baker, trustee X Ben Hausam, trustee X  
Bill Hodges, trustee X Rodney Smith, trustee X Jennifer Stout, trustee X  
Neil Viviano, trustee absent Steven Morris, clerk X Rhonda Hodges, treasurer X  
*Quorum present to conduct business (y/n)? yes*

**3) Pledge of Allegiance to the Flag**

**4) Approval of Minutes –**

- a. **Minutes from Open Session of Board Meeting (January 17, 2024)**
- b. **Minutes from Executive Session of Board Meeting (January 17, 2024)**
- c. **Minutes from Special Board Meeting (January 25, 2024)**
- d. **Minutes from Combined Committee Meeting (February 1, 2024)**

*Motion to approve all Minutes was made by Ben Hausam, seconded by Bill Hodges. Roll Call vote taken. Motion carried by unanimous vote of all trustees present.*

**5) Approval of Bills and Correspondence –**

- a. **January 11, 2024, through February 14, 2024**

*Motion to approve Bills & Correspondence was made by Rodney Smith, seconded by Ben Hausam. Roll Call vote taken. Motion carried by unanimous vote of all trustees present.*

**6) Approval of Treasurer's Report –**

- a. **January 2024**

*Motion to approve Treasurer's Report was made by Ben Hausam, seconded by Rodney Smith. Roll Call vote taken. Motion carried by unanimous vote of all trustees present.*

**7) Public Comments**

- a. Alice Dailey commented about the “archaeological stuff” related to Fawn Ridge Rd. She will go through previous meeting minutes to locate the pertinent documentation.

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<sup>1</sup> Village residents and/or visitors in attendance included the following: Pat Briggs, Rhonda Smith, Debbie Herold, Alice Dailey, John Rudd (? – last name on attendance sheet was illegible), Mark Foust, Luann Foust.

## 8) Old Business

- a. **Discussion and motion to approve purchase of a new computer for the Village Clerk -**  
*Motion to approve up to \$1500 to purchase a new computer for the Village Clerk was made by Ben Hausam, seconded by Jennifer Stout. Roll Call vote taken. Motion carried by unanimous vote of all trustees present.*
- b. **Discussion and motion to cancel previously scheduled stated joint committee meetings starting in March 2024 -**  
*Motion to cancel all previously scheduled stated joint committee meetings starting in March 2024 was made by Jennifer Stout, seconded by Teri Baker. Roll Call vote taken. Motion carried by unanimous vote of all trustees present.*

## 9) Committee Reports (No motions can be made during reports)

### a. Finance Committee (Neil Viviano) -

- The Auditor now has all our needed documentation up through January 2024. We are probably going to end up having a combined audit.
- Update on the Quickbooks online transition – We just learned from Quickbooks that because our financials are essentially set up as three separate companies/entities (general, water, streets), Quickbooks would have to charge us for three separate licenses, which would greatly increase our cost to transition. We may need to forego transitioning to online Quickbooks at this time as a result.

### b. Health & Water (Bill Hodges) –

- We are getting a tablet for the water tower to auto-send totals.
- Sarah Wambold officially resigned as Water Clerk.
- We may need to replace some water meters due to flooding
- Clerk is directed to create a shared Google sheet to track water usage/readings, using our current Excel sheet as a template.
- Bill requested Clerk to add a motion to the March meeting agenda to get an automatic pump.

### c. Streets & Alleys (Rodney Smith) –

- We will be performing seal coating on Monks Ln and Deer Trail soon.
- Rodney is handling a recall on a part for one of our lawn mowers.
- Rodney has received two employment applications for additional help.

### d. Zoning and Code Enforcement (Ben Hausam) –

- There is an unlicensed gray truck sitting at the end of 1<sup>st</sup> Street.

- There is a large camping trailer sitting openly on 1<sup>st</sup> Street, and it's also near some large bushes, hampering visibility to see oncoming traffic at the nearby intersection.
- There is still an unlicensed car sitting on the side of the road on Main St.
- Ben Hausam will investigate these three above matters and create/send appropriate zoning infraction warning letters. The Clerk has a template that can be used to create the required warning letters.

**e. Liquor (Liz Rench)**

- There has not yet been any follow-up on the gaming room at the BP gas station re: installation of a camera to monitor the gaming room for underage people gaming. Teri Baker is planning to check on this.

**10) Mayor's Report (Liz Rench) – None**

**11) New Business**

- Discussion and motion to remove Diana Merritt from the bank accounts and add Steven Morris (Clerk) to the bank accounts.** - *Motion to remove Diana Merritt from bank accounts and add Steven Morris (Clerk) to bank accounts was made by Rodney Smith, seconded by Jennifer Stout. Roll Call vote taken. Motion carried by unanimous vote of all trustees present.*
- Discuss process for writing and distributing "warning letters" re: zoning violations.** Clerk Steven has created a generic "warning letter" template that can be adapted to specific circumstances. He will get this to Ben Hausam.
- Discussion and motion to correct discrepancy of more than \$1.00 between current actual garbage collection/ disposal rates (as of January 2024) and what is stated in Ordinance 2022-03-09-01(A).** - *Motion to correct the discrepancy by crediting all village residents \$4.94 to reimburse for expired garbage fuel surcharges was made by Ben Hausam, seconded by Teri Baker. Roll Call vote taken. Motion carried by unanimous vote of all trustees present.*

**12) Executive Session (If needed) pursuant to Section 2(c)(1) of the Open Meetings Act for purposes of discussing the employment, discipline, performance, or dismissal of specific employees of the Village.**

- No Executive session called

**13) Announcements -**

**14) Additional Business, if any:** Mayor Liz Rench noted that an old ordinance states explicit wages that are no longer accurate for village trustees and employees. Attorney Lane Alster recommended that we create a new ordinance that would replace all applicable sections of previous ordinances, replacing specific dollar amounts for employees with more generic language.

**15) Adjourn Open Session** - *Motion to adjourn the meeting was made by Bill Hodges, seconded by Rodney Smith. All in favor vote taken. Motion carried by unanimous vote of all trustees present.*

Approved