

## VILLAGE OF NELSONVILLE

### VILLAGE CAUCUS & BOARD MEETING MINUTES

Tuesday 3.12.24 6pm

## UNAPPROVED MINUTES Meeting was called to order by President Judah Haas

Present at the meeting were: President Judah Haas, Trustee Walter Leppen, Trustee Mark Brueggeman, and Clerk/Treasurer Daniel Bootz.

Citizens Present: Stacy O'Carroll, Patti Gburek, James Walker, Tarion O'Carroll, Mark Pearson, Tom Dunbar, Jesse Milanowski

### Village Board Meeting

**M/S, Leppen/Haas** move to approve February board minutes, all in favor, motion carried.

Treasurer's report submitted by Clerk/Treasurer Daniel Bootz.

**M/S, Brueggeman/Leppen,** move to pay the bills as presented by Clerk/Treasurer, Daniel Bootz.

Correspondence – Special Amherst Fire Commission Meeting on 3/20/24, Portage County WTA meeting 3/24/24.

Public Statements – **Walker** reminded the board that the Rising Star Mill Art show will be Memorial Day weekend and they will likely request the closing of First Street for that weekend.

### New Business

- Jesse M presented information on the Nelsonville Commons Project as developed by the Park Commission. **M/S Leppen/Brueggeman** to accept the Nelsonville Commons plan as presented by the Nelsonville Park Committee, all in favor, motion carried.
- **M/S Brueggeman/Leppen,** moved to accept the terms of a 15 year loan agreement for the DS200 tabulator, all in favor, motion carried.
- Scheduled Open Book for April 30th and Board of Review on May 14 at 4pm.
- **Haas** presented his plan to establish a Village Hall / Zoning Administrator position. This will be a paid position that will be responsible for managing the Village Hall, additional facilities, and overseeing maintenance around the Village.
- Board asked for rough drafts of job descriptions for all Village Positions to be ready for review at the April board meeting.
- Board reviewed expectations regarding timely submission of Agendas and Minutes so they can be posted as early as possible for residents. Board is asking for Committee Agendas to be submitted to the Clerk 72 hours before the scheduled meetings and that Approved Minutes are sent to the Clerk within two days of the minutes being approved.
- Village Hall Sidewalk and handicap ramp will be poured on March 13th and the parking lot will follow, weather permitting.

### Information –

**1. GCAC Update** – No updates

**2. Groundwater Committee** – Working on a plan for how Residents can learn and request access to the Village Hall Water. Email will be sent to Village Residents regarding how to gain access to the public water source at the Village Hall.

**3. Park Committee** – **See above.** The Park Committee was asked to look at how the access to Lake Elaine can be improved.

**4. Fire Commission** – Special Meeting Fire Commission Meeting is scheduled for March 20th at 4pm at the Nelsonville Village Hall.

**5. Planning Commission** – Reviewing current Village Zoning and updating processes for handling zoning issues.

**7. LRIP** – No updates

**Adjourned 7:30 pm.**