

MINUTES FOR THE TOWN OF SPRING GROVE

January 11, 2024

HELD AT QUAKER HILL CONFERENCE CENTER 7:00 P.M.

Board members present included Doug Brenneke, Robert Erbse, and Jerry Catron. Absent were Annemarie Chasteen and Zane Carrell.

Also present were Jenney Holthouse, Jeff Holthouse, AJ Sickmann, April Carrell and Emile Van De Merwe.

Minutes from the December meeting were presented. Mr. Erbse moved to approve; Mr. Catron seconded the motion. All in favor.

Mr. Brenneke reported that the US Bank account should be up and running for electronic delivery of statements so that reporting can be more timely.

Mr. Sickmann presented copies of his legal contract for signatures. The contract was approved at the December meeting.

Ms. Holthouse presented financials for December (balance \$743,418.58).

Ms. Holthouse has talked to First Merchants Bank to get information. The savings account is incurring dormant account fees. The CD at First Merchants is set to automatically renew as of 1/27/2024. Ms. Holthouse recommends that Mr. Brenneke, as the only current signatory on the account, contact First Merchants to cash out the savings account and the CD when it matures, and move that money over to First Bank Richmond. Mr. Erbse moved to close out First Merchants into First Bank Richmond. Mr. Catron seconded. All in favor.

Ms. Holthouse reported that the signers on the First Bank Richmond account are currently Ernie Hendricks and Murlin Clark. She has talked to Marilu Alexander at First Bank Richmond, and they need minutes authorizing new signers, as well as some additional paperwork. She recommends Mr. Brenneke and herself be authorized as signers. Mr. Erbse moved to remove Ernie and Murlin from signatories and add Mr. Brenneke and Ms. Holthouse as signatories. Mr. Catron seconded the motion. All in favor.

Ms. Holthouse reported that the annual reports filed with the State Board of Accounts has not matched the town's actual bank balances for at least 7 years. In discussion with the SBOA, she has determined that the accounts have been off by \$3,175.31 each month during 2023. She would like board approval to adjust our fund balances with the state by that amount in December 2023. Mr. Erbse moved that the adjustment be made; Mr. Catron seconded. All in favor.

Ms. Holthouse also reported that two small funds, CVET and Levy Excess, have never been reported to the state. Mr. Brenneke moved that we report those funds in 2023; Mr. Erbse seconded the motion. All in favor.

Mr. Holthouse reported for the planning commission: after discussion, the commission recommends moving forward as soon as possible with the new website. Mr. Erbse moved to continue; Mr. Catron seconded. All in favor. Secondly, Mr. Holthouse has made numerous efforts to get information from Greenleaf Lawn Care as to exactly what services are being supplied to the town. The only two parcels that are owned by the town have not been mowed. The billing history has been unclear as to their duties and they have been unresponsive to queries. The most recent contact was an email from Mr. Holthouse reminding Todd of Greenleaf that we required a contract before any more work would be paid. Mr. Holthouse would like to talk to Chad Rinehart to get the occasional brush-trimming and weed-eating done until it can be determined exactly what needs to be done. Mr. Brenneke moved to formally open the process for bid for 2024; Mr. Erbse seconded. All in favor.

Mr. Brenneke presented the 2024 contract for snow removal from Rinehart Lawn Care. Mr. Erbse moved to approve the contract; Mr. Catron seconded the motion. All in favor.

AJ Sickmann brought proposals to change ordinances. The first is to allow a salary for the president of the planning commission. Mr. Brenneke asked to defer discussion until all board members were present. The second is regarding prohibiting all animals (including roosters) from creating a noise disturbance. The third is to prohibit the keeping of livestock and exotic animals, but would allow up to three hens. Once the board has discussed and agreed upon proposed changes, they will be sent to the planning commission for review and recommendation. At that point, Mr. Sickmann will

take care of documentation and the legal steps. Ms. Holthouse asked about the current rooster that had begun the discussion of animals; Mr. Sickmann will proceed with sending that property owner a letter.

With no further business to discuss, Mr. Catron made a motion to adjourn. Mr. Erbse seconded. All in favor.

The meeting was adjourned at 7:40 p.m.










