

BARTON VILLAGE INC.  
MEETING OF THE TRUSTEES  
DRAFT MINUTES  
January 10, 2022 6 PM

PRESENT: Nate Sicard, Jackie Laurion (via Zoom), Tin Barton-Caplin, Nancy Malmquist (via Zoom),

NS called the meeting to order at 6:05 p.m.

- A. Changes to Agenda / Additions or Deletions
  - a. None
- B. December 27, 2021 Meeting Minutes
  - a. JBC motioned to approve the December 27, 2021 Meeting minutes, JL seconded. Unanimous approval.
- C. Privilege of the Floor
  - a. None
- D. Old Business
  - a. None
- E. New Business
  - a. 2022 Highway Mileage Certificate
    - i. Tabled until next meeting due to warning error
- F. Other
  - a. Approval of Bills, Warrants, and previous Warrants signed
    - i. JBC motioned to approve bills, warrants, and previous warrants signed, JL seconded. Unanimous approval.
    - ii. Discussion of holiday pay, sick leave /vacation leave pay outs
      - 1. Tin recommends updating the personnel policy to provide holiday pay just at a prorated amount of holiday pay based on the average number of hours worked in a pay period (e.g. a part time employee working 20 hrs per week would receive 4 hrs of holiday pay)
  - b. Trustee Mail
    - i. None
  - c. Office / Facilities / Operations
    - i. Electric Department
      - 1. Budgets – NS provided an update on the budgeting process that he and Crystal are working on.
      - 2. Projects – Hinton Hill
        - a. Upgrades progressing along Hinton Hill with easements
        - b. Final numbers aren't available yet
      - 3. Executive Session (7:00 p.m.) – Meeting with Counsel
    - ii. Water / Sewer
      - 1. Budgets – NS provided update including the waste water budget has a slight surplus whereas the water budget has a slight deficit.

- a. Need to generate rental agreements for using the trucks since the trucks are Village assets, not department assets.
- 2. Updates
  - a. Jefferson sent his final MOR with an estimated final payback of \$564.73 (water) and \$4,157.81 (wastewater) and a total \$4,722.54.
- 3. Personnel Policy
  - a. Discussion that new employee leave balances should follow the personnel policy. NS will follow up with the new employee
- iii. Highway
  - 1. Budget
    - a. Discussion of the budget presentation differences from last year. NS will follow up with Crystal to review budgets and presentations.
    - b. ARPA funding not yet included in the budget documents
  - 2. Updates
    - a. 2022 budget includes grant revenue for the USDA funded salt shed
- iv. Other / Memorial Building/Parks
  - 1. Discussion of updating rental agreements for the memorial building
  - 2. NS found an old survey map of Pageant Park and other land records. NS is in process of compiling and moving them into a single location.

G. Executive Session:

- a. JBC motioned to enter Executive Session with Nancy Malmquist at 7:10 p.m. to discuss personnel items and to discuss contracts where the premature disclosure of information would put the Village at significant disadvantage, JL seconded. Unanimous approval.
- b. Nancy left at 7:33 p.m.
- c. JBC motioned to exit Executive Session at 7:37 p.m., JL seconded. Unanimous approval.
  - i. JBC motioned approve and execute the new January 1 2022 – December 31, 2022 collective bargaining agreement with IBEW, JL seconded. Unanimous approval.

H. Adjourn: JBC motioned to adjourn at 7:53 pm., JL seconded. Unanimous approval.

Date of Next Meetings: January 24, 2022

Submitted by Tin (Justin) Barton-Caplin | Board Clerk

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Attested by Shelia Martin | Village Clerk