

Minutes of the Village of Potter Board Meeting  
January 3, 2024

The Village of Potter monthly board meeting was called to order by President Ellen Gurholt at 5:30 p.m. Others in attendance were: Jay Schoen, Andrew Lawman, Dennis Gruett and Lisa Herrick.

Notation was made that proper posting had been carried out at the Potter Post Office, Potter Village Hall, and Gruett's. The pledge of allegiance was recited.

Jay Schoen made a motion to accept the minutes from the December meeting. Seconded by Ellen Gurholt. Motion carried.

Citizen Input/Public Participation: none

Utility Department/Discussion: Discussion/action on quarterly sewage bills to see if any adjustments should be made to the current rate. Tabled until 2nd quarter - add to March agenda for further discussion.

December expense: \$7,581.59  
December income: \$77.55  
Balance as of 1/1/24: \$135,093.00 checking

The Potter Utility report was given by Dennis Gruett as follows:  
December expense: \$3,955.06  
December income: \$11,486.94  
Balance as of 1/1/24: \$39,630.93 checking\*  
\*\$4,500 is for replacement fund

Local Recovery Fund Account  
Balance as of 1/1/2024: \$10,180.33

Clerk's Report: Doug Schoen to rent village hall on Wednesday January 31, 2024 from 7am-2pm. Ellen made a motion to approve the rental, Jay 2nd. M/C

Spring Election is April 2, 2024 from 7am-8pm

President's Report: First Responder Contract for 2024; Jay Schoen made a motion to sign the contract, 2nd by Andrew. M/C

County Project for culvert - we will need to get bids (for the LIRP) in order to use the recovery fund.

Building permits for December - none

Residential Clean Up Update - Clerk to send out letters after approval by all board members

Maintenance items

- Bathroom sinks - Women's bathroom hot water faucet sticks. Ellen and Lisa to get a quote for 3 sinks and faucets and bring to January meeting.

A motion was made by Jay Schoen, seconded by Ellen Gurholt to pay all vouchers except for the county. Motion carried.

A motion was made by Ellen Gurholt seconded by Andrew Lawman, to adjourn at 6:04pm Motion carried.

Submitted by  
Lisa Herrick, Clerk

Not Yet Approved