

Minutes of the Village of Potter Board Meeting  
March 13, 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 February meeting. Seconded by Ellen Gurholt. Motion carried.

Citizen Input/Public Participation: Mr. Kurt Geiger was present to discuss a ordinance violation that he received regarding **Ordinance 2006-5, Section 1 PROPERTY MAINTENANCE**. It should be noted that the address that Mr. Geiger's was incorrect so he did not receive the notice from the Village as intended. President Gurholt agreed to give Mr. Geiger 60 days from today to fix things in his yard to become compliant. Deadline to clean things up is May 12, 2024.

Utility Department/Discussion: Jay Schoen made a motion, 2nd by Andrew Lawman to move ahead with the quote from Casper Home Improvements to replace the siding at the WasteWater Treatment plant. M/C

February expense: \$94,089.38  
February income: \$110,747.58  
Balance as of 3/1/24: \$169,783.29 checking

The Potter Utility report was given by Dennis Gruett as follows:

February expense: \$11,568.68  
February income: \$1,081.50  
Balance as of 3/1/24: \$29,766.65 checking\*  
\*\$4,500 is for replacement fund

Local Recovery Fund Account  
Balance as of 3/1/2024: \$10,186.67

Discussion/action insurance renewal Ellen made a motion, 2nd by Jay to approve the Municipal Property Insurance renewal for 2024. M/C

Clerk's Report:

Reminder that the Spring Election is April 2, 2024 from 7am-8pm. Chief Inspector's need to complete 6 hours of training this year.

Request from the Hilbert Optimist to use Village Hall on Sunday April 28th for a Bingo event. Tabled until April meeting.

President's Report: County Project for culvert - we will need to get bids (for the LIRP) in order to use the recovery fund. Received one bid (from Kartechner) for the project. After discussion about the grant monies and a timeline as to when to start/complete, Andrew Lawman made a motion, 2nd by Jay Schoen to move forward with the quote. M/C

Building permits for February - none

Residential Clean Up Update - none

A motion was made by Jay Schoen, seconded by Andrew Lawman to pay all vouchers. Motion carried.

A motion was made by Ellen Gurholt seconded by Jay Schoen, to adjourn at 6:24pm Motion carried.

Submitted by

Lisa Herrick, Clerk

Not Yet Approved