

**VILLAGE OF ROBERTS  
REGULAR VILLAGE BOARD MEETING  
ROBERTS VILLAGE HALL  
MONDAY, January 8, 2024 – 6:00 PM**

**Regular Village Board Meeting Agenda**

Call to order.

Pledge of Allegiance

Approval of Village Board minutes of December 11, 2023,

Discussion/reading of Treasurer's Report.

Public Concerns (limited to 3 minutes)

Communications

- Legal Updates
- Transportation grant update

**I. Department Reports**

A. Report from Police Department

- Discussion/Approval-adjusting forfeiture schedule for municipal ordinance violations to reflect current circuit court fees.
- Discussion/Approval-to approve purchasing Dell Latitude 5430 Computer and Dell Thunderbolt docking station not to exceed \$3,000.00 with ARPA Funds.
- Discussion/Approval-AED's replacement/maintenance on Village owned property.
- Discussion- Vacant Patrol Officer job posting.

B. Report from Director of Public Works

C. Report from Library Director

D. Report from the Village Clerk

**II. Committee Reports and Recommendations**

A. Park Board

- Discussion/approval of Agreement with Ayres and Associates for the topographical survey services for the new pavilion.

B. Plan Commission

1. Building permits issued and the Building Inspectors Report.
2. Discussion/approval of carryover of building permits from 2023/2024 including how these impacts future infrastructure of water/sewer.
3. Discussion/approval of amending the B-3 General Business District ordinance 70-122 to allow living quarters on the ground level to be updated and sent for public hearing.

C. CDA Board

D. Finance Committee

E. Public Safety Committee

F. Public Works Committee

G. Library Board

H. Fire Association

I. Twin Lakes Joint Committee – does not currently meet.

J. Joint Comprehensive Plan Committee

- Community Visioning Workshop on January 17<sup>th</sup> at the Park Building.

**III. Old Business**

- Discussion/action on side yard driveway issue in Rolling Meadows.
- Discussion/follow-up to revise the Special Assessment Ordinance 54-6 & 54-4 for clarification.

- Discussion/approval of sewer/water bill restructuring and eliminating sewer fee cap.
- Discussion of grain elevator photos next steps
- Update Budget ordinance.
- Discussion/action regarding the Wastewater Treatment Plant roof issues/repairs in the mechanical building.

#### **IV. New Business**

1. Approval of New Operator's Licenses.
2. Discussion regarding using a consent agenda for future meetings.
3. Discussion/approval of non-compliance letter from the DNR regarding the WWTP limits.
4. Discussion/approval of 2023-2024 Committee Assignments to add Andy Foster to the Zoning Board of Appeals.
5. Discussion/approval of railroad sidewalk changes needed and how we want to proceed forward.
6. Discussion/approval of preliminary plan approval for Pleasant and Spring Street general design direction for driveway aprons and special assessments.
7. Discussion/approval of purchasing the new key fobs/security for Village Hall using ARPA funds.
8. Discussion/approval of the corner issue at N. Cheyenne and E. Cheyenne and if this should be made no parking.
9. Discussion/approval of Village acceptance for the public improvements for Kwik Trip.
10. Discussion of the 2024-2025 Kleven Property Assessment contract
11. Discussion of providing and seeking information to/from Village employed personnel and contracted personnel.
12. Discussion of designated authority to approve Village employees and/or contracted personnel to attend Village meetings, take minutes, and participate in discussions while being paid for the time in attendance.
13. Approval of payment of the bills
14. Items for future agendas.
15. Others Business
16. Adjourn

Items on the agenda may not be presented in this order. The agenda may change up to 24 hours before the meeting.

Megan Dull,  
Village Clerk

**Please join my meeting from your computer, tablet or smartphone.**

<https://meet.goto.com/308469957>

**You can also dial in using your phone.**

Access Code: 308-469-957

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