

**Lynnville Town Council-Park  
March 17, 2020 Agenda**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**Approve Minutes: January 21, 2020**

**NEW BUSINESS:**

Request for yard – Rainey

Park Farmland Appraisal

Park Price Updates

Park Lease Updates

RV Park Closing Information-Miranda

Event Closings/Postponed:

Easter Egg Hunt

Town Wide Yard Sale – Postponed until Fall per Julie Merkel

Town Hall – Closed to public (phone appointments available)

Water shut offs postponed until further notice but bills will not stop accumulating

**REPORTS:**

J. William Bruner, Attorney

Lauri Stockus, Clerk-Treasurer

Sarah Kolley, Park

**ADJOURNMENT**

**NEXT MEETING: April 7, 2020 @ Town Hall – 6:00pm**

**ANY AND ALL BUSINESS TO PROPERLY COME BEFORE THE LYNNVILLE TOWN COUNCIL**

March 17, 2020

Jacob Kelley

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## Town of Lynnville-Park

March 17, 2020

**Present:** Stacy Tevault, Rachel Titzer, Doris Horn, J. William Bruner, Lauri Stockus, Brett Kruse

**Absent:** Don McVey

Call to Order

Moment of Silence – Pledge of Allegiance

**Approval of Minutes:** Rachel makes a motion to approve the January 21, 2020 minutes as presented. Doris seconded. All in favor. Motion carries.

**New Business:**

Stacy says in light of the Coronavirus/Covid-19 illness that it would be best to cancel the Annual Easter Egg Hunt. Stacy says all signage being ordered for the event has been postponed. Doris makes a motion to cancel the Easter Egg Hunt that had been scheduled for April 4th. Rachel seconded. All in favor. Motion carries.

Lynnville Town Wide Yard Sale - has been postponed until the Fall. Stacy has reached out to the organizers of the event.

Town Hall will be closed to the public. Stacy and Lauri have discussed this and Lauri received an email concerning the matter. Stacy states that we have the ability to pay our bills online and a drop box. If anything needs to be done in person an appointment can be made by phone. The notice will be posted on the Town website, on the Town Hall door, the Post Office and Bank. Stacy states that if Lauri were to get sick the Town does not have a deputy clerk. Doris makes a motion to close the Town Hall to the public at this time. Rachel seconded. All in favor. Motion carries. The matter will be reviewed every 2 weeks.

Water shut offs - Stacy and Mr. Bruner discussed this matter and decided to address it at the Park Board meeting though it would normally be a discussion for the Town Council meeting. Water shut offs will be postponed until further notice but bills will not stop accumulating. Stacy states that at the time of this health crisis water will not be shut off. At such time that the crisis is over and there is a return to normal operating procedure the bills will have to be paid. There will not be concessions made for payment allowances. Hopefully people will not allow the bills to get too far behind and if they do, they can reach out to organizations that can help. Stacy says it would be unethical to shut off water in this time of crisis but she feels it would be difficult to make payment arrangements. Stacy asks the other Board members for their opinions on the matter. Rachel says the issue may need to be reevaluated at a later time if this becomes a lengthy issue. Stacy agrees and states at this time it is best to put it this way. Rachel makes a motion to postpone shut offs at this time with the understanding that bills will keep accumulating. Doris seconded. All in favor. Motion carries.

Request for Yard: David Rainey is a lessee that will be affected by the trail coming through his back yard. Mr. Rainey lives next to a vacant lot that the Town does not plan to rent. Mr. Rainey is requesting to use some of that lot for a dog kennel per Lauri. Stacy asks if Mr. Rainey currently has these objects in his backyard. Lauri answers yes. Stacy asks Mr. Bruner if a concession is made for Mr. Rainey but the Town does not have that option for other people who are affected by losing backyard space will there be issues. Stacy asks for Mr. Bruner to give his opinion. Mr. Bruner feels it is inconsistent. Stacy agrees as there will not be options the Town can offer to others. Mr. Bruner states that there may be an argument that the value of the Lease has decreased and if a concession is made for Mr. Rainey there should be a rebate on the rental for others affected as they do not have an option to access space on another lot. Mr. Bruner states it does in fact decrease the value of the lots by the trail coming through because there is less property there to use. Stacy is inclined to say no at this time because the Town cannot offer anything to others affected by the Trail. Stacy states that maybe Mr. Bruner is right and we as a Board need to look at not increasing the leases for those leases that will be affected by the Trail. Rachel states she would need to see the property in its entirety to make a decision. Doris asks if she would like to table the issues until next month and Rachel says yes. Stacy says a fence may need to be erected on that property as there are no plans to ever lease that ground again. Stacy asks Brett if he has any input on this matter. Brett says he feels the fencing put up should not block the views of the two properties next to the vacant lot. Stacy says a split rail fence could be put up and the fence would mark the property line. Doris makes a motion to table the decision to allow Mr. Rainey use of the vacant lot until the next Park Board meeting. Rachel seconded. All in favor. Motion carries

Park Farm Land Appraisal - none have been ordered at this time. The old appraisals have been found. Stacy asks Mr. Bruner if he would reach out to have appraisals done as he would be better able to explain what is needed. Stacy updates Brett on the Baehl lease

Park Price Updates: **(List included)** Water and Electric is currently \$20, Primitive is \$15 Doris states the discussion has been to raise them each by \$5. Yearly Park pass is currently \$30. Sarah feels the cost for the large bag of ice should be lowered. Stacy says she is fine with lowering the large bag of ice to \$5. Small bag will stay at \$2. Doris asks if water/electric/sewer can be increased to \$30 now instead of \$25. Stacy states anyone that has paid the \$25 already will not be asked to pay the increased amount as they got lucky. Any new reservations will pay the increased amount of \$30. Brett asks about the increase for water/electric/sewer and Doris explains that the increase had to happen because of the new sewer treatment plant. Brett wonders if the increase will be enough. Stacy states that there should be no more weekly primitive rentals and they should be rented as daily rentals. Sarah states that there is only one person that does weekly regularly. Brett states that this person comes in for 2 weeks in the fall. Weekly water/sewer/electric will be raised to \$175. Doris suggests that the current weekly water/electric be raised from \$110 to \$150 and Rachel suggests \$140. Monthly water/electric/sewer rate change would be from \$500 to \$900 and that amount would be a huge difference. Sarah is asked how many long-term monthly rentals are there currently and she answers 4. Rachel asks what is the most we would have and Sarah answers 5. Stacy suggests raising the price to \$700. Rachel suggests \$650 but Stacy says she feels \$700 is needed to cover bills. Rachel asks when the last price increase was made. Brett asks Sarah what does Scales charge. Sarah is looking for that information and will provide it when it is known. Stacy says

the daily park pass will stay at \$2. The annual pass will increase to \$35. Brett asks how many are sold per year. Sarah states close to 100. Stacy says they are not really advertised so many people may not know about them. Brett says people have asked him about the annual pass. Boat rental will remain at \$10. Kayak rental has not been decided. Bait will remain at \$2 and be looked at later to decide if it should increase or not. Firewood will increase to \$8. Shelter House is normally donated. Recreational building price will not increase. Doris asks how many tents are allowed per site. Sarah answers 2 per primitive site. The monthly rental price for water/electric/sewer will be raised from \$500 to \$675 for this year and will be reevaluated. Stacy entertains a motion to begin the increases on any new rentals beginning 03/18/2020. Doris makes a motion that the new prices for the Lynnville Park take effect March 18, 2020. Rachel seconded. All in favor. Motion carries

Lynnville Park Leases: Every 5 years there is a rate increase that can go up as much as 20%. Lauri has provided a list with current lease prices and options for an increase in the amount of 10%, 15% or 20%. The 20% increase will include all leases across the board other than those being affected by the trail. The leases affected by the trail will not be increased for 5 years after that increases will begin. Stacy asks Brett if he is following. Brett asks if the Town will be responsible for mowing along the trail. Stacy says yes. Mr. Bruner says another option may be increasing the lots not affected by the trail at 20% and the lots affected by the trail at 10%. Doris makes a motion to increase Lynnville Park Leases by 20% excluding the leases with the trail going through and those will increase by 10%. Rachel seconded. All in favor. Motion carries.

#### **Lease Updates:**

In the event of NSF lease could be terminated immediately. There is a \$39 NSF fee.

Paragraph 6: Building structure procedure states to come to the Town Council first to get approval. Then to the Planning Commission. Last go back to the Town Council with Planning Commission approval to get the final approval from the Council. Doris states this also applies to people that are bringing in a shed not just for those building a structure.

Paragraph 12: Include structure to insurance requirements. This came about upon review it was discovered that some lessees only have renter's insurance. This means the lessee does not have insurance on the trailer. Renter's insurance is not enough as it only covers the contents and not the structure. The lessee could walk away and leave a burned-out structure and the Town would be stuck having to get rid of it per Stacy

If Lessee dies the lease is terminated. Survivors need to come before the Board if they wish to assume the lease

All contact information needs to be updated when there are changes. Name, phone number, mailing address and email address.

Transfer of Lease fee is currently \$195 and will remain so.

Doris states people are using the Park dumpsters for personal trash disposal. She would like it included in the lease that lessees are responsible for trash removal.

Doris discusses a pass for lessees so employees of the Park will know they are lessees and not Park visitors. Doris suggests a vehicle sticker. 1 sticker per lease with the option to purchase a 2nd sticker for

a fee. Stacy says she likes adding the trash disposal wording to the lease but she is not sure she wants to add a vehicle sticker requirement. Rachel states if the person coming into the Park is a lessee that does not have the pass on them then they should pay. Doris states that should be in the lease. Stacy says the wording should be must present your park pass upon entry at the Park. Sarah states that passes change color during the year and gatekeepers believe passes are expired because the color changes mid-year. Sarah states that some lessees are frustrated because gatekeepers do not recognize them as lessees. Stacy and Rachel make some suggestions such as keeping a list and asking to see a driver's license. Brett asks if the numbers on the pass change every year. Sarah says yes and Brett says since there are a certain number of lessees an option may be to keep the same number every year and then the list wouldn't have to be updated. Stacy says this option could work by keeping color and number the same for lessees. Stacy suggests noting the number on the lease. The decision is made to provide lessees with a green pass every year keeping the same number. Visitors will receive a different colored pass every year. There will be a replacement fee for a lost/destroyed lessee Park pass of \$20. Stacy entertains a motion for the changes discussed. Doris makes a motion to approve the changes discussed. Rachel seconded. All in favor. Motion carries.

Elberfeld Spring Festival has asked for a donation. Stacy states she is unsure if they will hold the spring festival but a decision should be made. Doris makes a motion to donate a Park Pass for 2 weekends if the Elberfeld Spring Festival is held. Rachel seconded. All in favor. Motion carries

RV Park Closing Information - provided by Miranda. Stacy says in light of the health crisis and limited travel restrictions she would like to know if we will continue to allow campers at this time. Doris says at this time campers are still camping and campsites are open with restrictions on buildings for parties and such. Stacy is fine with allowing campers but does not feel primitive camping should be allowed at this time. Sarah says there have not been any calls for reservations only cancellations at this time. Sarah asks about when gatekeepers will be asked to work evenings. She states that she has asked Jeannie to work Thursday and Friday as there will be campers. Stacy says that if there are campers then we need people here. Sarah asks how late would a gatekeeper be expected to stay. Rachel asks how long do they normally stay and Sarah answers 9 p.m. Stacy states she would expect Jeannie to stay until the campers are settled.

Rachel asks if the buildings are rented this month and Sarah says they were but reservations have been cancelled. Stacy states the buildings should not be rented and Sarah says she will say they are closed until further notice. Stacy says they will revisit the issue at the next Park meeting. The Community Center is also closed until further notice. Lauri states that the notice also says all restrooms should be locked. Restrooms and shower houses will be locked and a sign placed stating why. There is wording in the information how it should be stated on the sign. Lauri will give that to Sarah.

**Mr. Bruner – Town Attorney: Nothing to add**


**Sarah Kolley –** Walter Boatman's daughter contacted Sarah and said that she has cancer and is starting treatments. She has not been working and has no income coming in therefore she cannot keep the

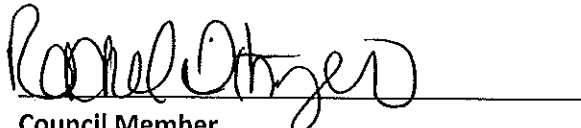
lease. She is trying to get his stuff out and sell. Sarah would like to know how to proceed since she doesn't want to take over the lease. Mr. Bruner states that it could be released except that it has the property on it. Sarah asks for clarification on the termination upon death. Mr. Bruner states at this time the lease does not say anything about termination upon death and that will be added. At this time when a lessee dies the heirs have the opportunity to come before the Board and go through the process to assume the lease and if they do not do that the lease is terminated. Stacy says at this time since the verbiage is not in the lease she could come in and sign a lease transfer and not pay anything theoretically because he is paid up until June. Stacy states that she has to come before the Board and transfer the lease knowing that in June, she will have to pay the new rate. At this time, she could transfer the lease in her name and she must get insurance in her name on the property. She will have to meet the regulations of the lease. Sarah explained to the daughter that she would discuss this with the Board and find out exactly what needs to be done.

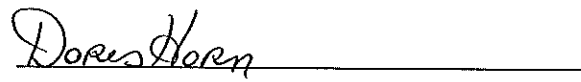
**Next Meeting: April 7, 2020, 6:00pm at Lynnville Town Hall**

Stacy entertains a motion to adjourn the meeting. Rachel makes the motion to adjourn. Doris seconded. All in favor. Meeting is adjourned.

Lynnville Town Council:

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Council Member

  
\_\_\_\_\_  
Council Member

Attest:   
\_\_\_\_\_  
Clerk-Treasurer

1. 5 Year Lease rate increase

Lots	Current	20% Increase	15% Increase	10% Increase
Inland	\$594.00	\$712.80	\$683.10	\$653.40
Lakefront	\$924.00	\$1,108.80	\$1062.60	\$1,016.40

1. Upon receiving NSF funds Lease **could** be terminated immediately
2. Fee for NSF (non-sufficient funds) \$39.00
3. Paragraph 6 –
  - a. Go to Town Council to get approval
  - b. Go to Planning Commission
  - c. Go back to Town Council with Planning Commission approval for final approval
4. Paragraph 12 - include "Structure" to insurance requirements
5. If Lessee become deceased lease is terminated. Survivors need to come before the board to get their own lease if they want to assume lease
6. Any changes in contact information needs to be reported (phone#, mailing address, name, email address)
7. Transfer of Lease fee of \$195.00
8. Lessees are responsible for disposing of their own garbage. **DO NOT** bring to RV Park for disposal

## Lynnville Park Price List

	Current Charge	Increase to:	Comments
W/E/S Hook up - Daily	\$25.00	\$30.00	
W/E/S Hook up - Weekly	\$130.00	\$175.00	
W/E/S Hook up – Monthly	\$500.00	\$675.00	
W/E – Daily	\$20.00	\$25.00	
W/E – Weekly	\$110.00	\$140.00	
Primitive – Daily	\$15.00	\$20	
Primitive – Weekly	\$80.00	****	****Discontinued
Daily Pass – per person	\$2.00	\$2.00	
Annual Pass – per person	\$30.00	\$35.00	
Boat Rental	\$10.00	\$10.00	
Kayak Rental			Tabled to figure out how to charge (hrly, daily, etc)
Bagged Ice – small	\$2.00	\$2.00	



Bagged Ice – large	\$6.00	\$5.00	
Bait – per package	\$2.00		Tabled to find vendor rate increase
Firewood – per bundle	\$6.00	\$8.00	
Shelter House – per day	\$25.00	\$25.00	
Recreational Building – per day	\$150 plus \$100 deposit	\$150.00	
Community Center -1 day with alcohol	\$325 plus \$100deposit	\$325.00	
Community Center – 1 day without alcohol	\$225 plus \$100 deposit	\$225.00	
Day before rental date (if available)	\$50	\$50.00	
4-hour rental – no alcohol	\$125 plus \$150 deposit	\$125.00	