



**VILLAGE OF INNSBROOK**  
**BOARD OF TRUSTEES MEETING MINUTES**  
Innsbrook Village Hall  
1835 Highway F  
Tuesday, January 9, 2018, 5:00 PM

AGENDA

- 1) CALL TO ORDER
- 2) OPENING CEREMONY
- 3) ROLL CALL
- 4) APPROVAL OF AGENDA
- 5) APPROVAL OF MINUTES
  - a. Regular Meeting: December 12, 2017
- 6) PUBLIC COMMENTS  
(Citizens who have concerns or remarks on Village matters may speak at this time.)
- 7) COMMUNICATIONS/PETITIONS/PRESENTATIONS
- 8) BOARD OF TRUSTEES COMMENTS
- 9) CHAIRMAN'S COMMENTS, REPORTS, APPOINTMENTS
- 10) DEPARTMENT REPORTS:
  - a. Financial Report
    - i. Bills of The Month
  - b. Administrator's Report
  - c. Planning & Zoning Commission
- 11) UNFINISHED BUSINESS:
- 12) NEW BUSINESS:
- 13) ADJOURNMENT

**Unfinished Business/ Hold Items**

- BHS/Zykan Landfill Area
- Animal Shelter
- Dry Hydrants
- Internet Speeds
- Short Term Rental Properties  
(Next quarterly report Mar. 2018)

MINUTES

The January 09, 2018 regular meeting of the Innsbrook Board of Trustees was held at Innsbrook Village Hall and called to order at 5:00 PM with Chairman Thomsen presiding. Chairman Thomsen led the Pledge of Allegiance. Upon Roll Call, Trustees Trish Dunn, Jerry Rust, Ted Sator, Tom Stevener and Jeff Thomsen were present. After roll call, Chairman Thomsen announced that a quorum was present for the transaction of business.

Also in attendance were Village Administrator/Clerk, Carla Ayala and Mr. L. Kauble (1765 Hwy F/26119 Rynelle Dr).

**APPROVAL OF AGENDA**

Motioned by Trustee Rust, seconded by Trustee Sator, to approve the agenda. All Trustees present voted "Aye". Motion passed and approved with a 5-0 vote.

**APPROVAL OF MINUTES**

Motioned by Trustee Stevener, seconded by Trustee Rust to approve minutes. All Trustees present voted "Aye". Motion passed and approved with a 5-0 vote.

**PUBLIC COMMENTS**

None at this time.

**COMMUNICATIONS/PETITIONS/PRESENTATIONS**

None at this time.

**BOARD OF TRUSTEES COMMENTS**

Trustee Rust stated that the "Welcome" sign at Highways M and F needs maintenance done. The paint is starting to peel. Carla Ayala to look at the Village purchasing policy thresholds and prepare bid request for March or April, if needed.

Trustee Sator would like to see the Village Attorney attend meetings. Chairman Thomsen stated that the Village Attorney has a very busy schedule and may not be available on the second Tuesday of each month as he works for multiple municipalities.

**DEPARTMENT REPORTS**

- a. Financial Report - The financial report and the bills of the month were distributed and viewed by all Trustees in attendance. Motioned by Trustee Rust, seconded by Trustee Dunn to approve the financial report and pay all the bills of the month. All Trustees present voted "Aye", Motion passed and approved with a 5-0 vote.
- b. Administrator's Report - Carla Ayala did not have anything to report to the Board of Trustees at this time.
- c. Planning and Zoning Commission - A meeting was not held on January 3, 2018. The meeting was cancelled due to the illness of the Village Administrator/Clerk.

**UNFINISHED BUSINESS:**

- a. Short Term Rentals - Trustee Stevener would like to move forward with regulations for short term rentals. Trustee Dunn stated that a group should be formed to look into short term rentals paying proper taxes. Village Attorney will be contacted, subject matter to be discussed at a later date.

**NEW BUSINESS:**

None at this time.

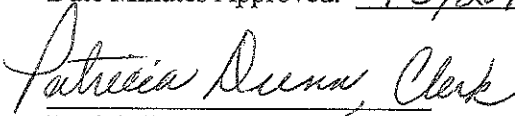
**VOTE TO ADJOURN**

Motioned by Trustee Stevener, seconded by Trustee Rust, to adjourn the regular meeting. All Trustee's present voted "Aye". Motion passed with a 5-0 vote. Meeting adjourned at 5:46 PM.

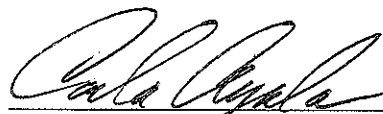
I hereby certify that these are the original minutes of the regular meeting of the Board of Trustees held on Tuesday, January 09, 2018.

Carla Ayala, Village Administrator/Clerk

Date Minutes Approved: 2/13/2018



Patricia Dunn,  
Village Board Clerk



Attest: Carla Ayala,  
Village Administrator/Clerk

(seal)

