

The Roanoke Village Board entered into Executive Session at 7:12pm regarding Sections 2 (c) 21 – Semi-Annual Review of Executive Session Minutes; Mayor Pro Tem Blunier presiding.

On roll call were Trustee Jerry Hasler, Trustee Bob Gillson, Mayor Pro Tem Wayne Blunier, Trustee Bob Knepp, Trustee Curt Leman and Trustee Jeremy Hilton. Mayor Mike Smith was absent.

The following minutes were considered for possible release and were distributed to the board members:

November 29, 2018 Regarding Personnel - The board decided not to release these minutes.

December 28, 2018 Regarding Personnel – It was decided these minutes could be released.

March 18, 2019 Regarding Personnel - The board decided not to release these minutes.

April 15, 2019 Regarding Land Acquisition and Semi-Annual Review - The board decided not to release these minutes.

July 1, 2019 Regarding Land Acquisition - It was decided these minutes could be released since the matter dealt with the old legion building and it has been sold.

July 15, 2019 Regarding Land Acquisition - The board decided not to release these minutes.

August 5, 2019 Regarding Land Acquisition - The board decided not to release these minutes.

August 19, 2019 Regarding Land Acquisition - The board decided not to release these minutes.

September 3, 2019 Regarding Land Acquisition - The board decided not to release these minutes.

September 16, 2019 Regarding Land Acquisition - The board decided not to release these minutes.

September 24, 2019 Regarding Setting a Selling Price - The board decided not to release these minutes.

October 7, 2019 Regarding Setting a Selling Price - The board decided not to release these minutes.

October 21, 2019 Regarding Setting a Selling Price - The board decided not to release these minutes.

There was a consensus to release December 28, 2018 and July 1, 2019 meeting minutes.

Trustee Knepp motioned to exit Executive Session at 7:26pm; Trustee Hasler seconded.

Motion carried by roll call vote.

Ayes: Knepp, Hasler, Hilton, Gillson, Leman, Blunier

Nays: None

ATTEST:



Jennifer Crumrine  
Village Clerk

The Roanoke Village Board entered into Executive Session at 8:02pm regarding Sections 2 (c) 6 and 2 (c) 5 of the Open Meetings Act – Setting the Selling Price for Sale of Property Owned by the Village and Land Acquisition respectively; Mayor Mike Smith presiding.

On roll call were Trustee Wayne Blunier, Trustee Bob Gillson, Trustee Curt Leman and Trustee Jeremy Hilton. Mayor Mike Smith was also present. Trustee Jerry Hasler and Trustee Bob Knepp were absent.

Trustee Gillson had a discussion with a representative from the Secretary of State Department about sharing the Commerce Bank building with the Village which has been discussed at several other meetings. The Secretary of State is very interested in this partnership and would possibly be willing to sign a 10-year lease contract. Mayor Smith asked the board members if the village would want to be a landlord which would require the village to make sure repairs are made in a timely manner.

Trustee Gillson will try to meet with someone from the Secretary of State’s office and the property manager to tour the building and discuss the layout. It was mentioned that the Secretary of State has helped with renovations in the past if renovations are necessary. Mayor Smith commented that the proposal is enticing. Trustee Gillson will contact someone from the bank to let them know we are still interested in possibly purchasing the building.

Trustee Blunier motioned to exit Executive Session at 8:17pm; Trustee Leman seconded.

Motion carried by roll call vote.

Ayes: Blunier, Leman, Gillson, Hilton

Nays: None

ATTEST:



Jennifer Crumrine  
Village Clerk



The Roanoke Village Board entered into Executive Session at 8:23pm regarding Sections 2 (c) 5 of the Open Meetings Act – Land Acquisition; Mayor Mike Smith presiding.

On roll call were Trustee Wayne Blunier, Trustee Bob Knepp, Trustee Curt Leman, Trustee Jerry Hasler, Trustee Bob Gillson and Trustee Jeremy Hilton. Mayor Mike Smith was also present.

Trustee Gillson received a phone call from Billy Halsted of the Secretary of State’s Office who continues to express interest in partnering with the village to share the Commerce Bank building if the village were to purchase it. Trustee Gillson simply wanted to make the board aware of recent conversation on the subject.

Trustee Hilton motioned to exit Executive Session at 8:25pm; Trustee Blunier seconded.

Motion carried by roll call vote.

Ayes: Hilton, Blunier, Leman, Knepp, Hasler, Gillson, Smith

Nays: None

ATTEST:



Jennifer Crumrine  
Village Clerk

The Roanoke Village Board entered into Executive Session at pm 8:12pm regarding Section 2 (c ) 5 and 2 (c ) 6 of the Open Meetings Act – Land Acquisition and Setting the Price of a Lease for Property Owned by the Village respectively; Mayor Michael Smith presiding.

On roll call were Trustee Bob Gillson, Trustee Wayne Blunier, Trustee Curt Leman, Trustee Jerry Hasler, Trustee Bob Knepp and Trustee Jeremy Hilton. Mayor Smith was also present.

Trustee Hilton spoke to Joe Cimarossa of the Secretary of State's Office who informed him that the Secretary of State's Office accepted the terms proposed for leasing part of the old Commerce Bank building which were \$6.50 per square foot for the first, second and third years, \$6.63 for years 4,5 and 6, \$6.76 for years 7 and 8 and \$6.90 for years 9 and 10. The Secretary of State will also pay for the build out, the whole north parking lot and a percentage of the utilities. Joe Cimarossa did say they would like to come down on the price of the parking lot repair to which Trustee Hilton suggested they pay \$5,000 instead of \$13,000. There was also discussion about how the cleaning of the building would be handled. The S.O.S. Office is requiring union contractors to do the work at this point.

The next step is to contact Joe Cimarossa to let him know of the board's approval of the offer. Trustee Hilton will meet with Joe and other individuals from the S.O.S. Office as well as the engineer to go over the plans for the layout. Trustee Gillson will inform the S.O.S. Office that the Village Board is ready to sign the paperwork.

Trustee Hilton broached the subject of possibly negotiating the selling price of the building with Commerce Bank. Trustee Gillson thought that \$300,000 was the lowest price they would accept. There was discussion about what type of construction would be necessary for village offices and the board meeting room such as lighting and handicapped accessibility requirements.

Mayor Smith asked if Tony Crumrine could be hired to provide the lighting and possibly the IT connectivity. There was also discussion about parking for the employees and visitors.

Trustee Knepp motioned to exit Executive Session at 8:40pm; Trustee Blunier seconded.

Motion carried by roll call vote.

Ayes: Knepp, Blunier, Hasler, Hilton, Leman, Gillson, Smith

Nays: None

ATTEST:



Jennifer Crumrine  
Village Clerk

The Roanoke Village Board entered into Executive Session at pm 7:46pm regarding Section 2 (c ) 5 and Section 2 (c ) 6 of the Open Meetings Act – Land Acquisition and Setting the Price of a Lease of Property Owned by the Village respectively; Mayor Michael Smith presiding.

On roll call were Trustee Bob Gillson, Trustee Wayne Blunier, Trustee Curt Leman and Trustee Jeremy Hilton. Mayor Smith was also present. Trustees Bob Knepp and Jerry Hasler were both absent.

Trustee Hilton received some numbers for what the Secretary of State’s Office (S.O.S) is suggesting they will pay for the leasing of the Commerce Bank building. The S.O.S is offering \$6.50 per square foot of the building as a monthly lease payment. Trustee Hilton suggested leasing the building to the S.O.S. for a period of 5 years instead of 10 years so that the lease amount could be increased after 1 year possibly since they are currently paying \$7.03 per square foot to the Roanoke Fire Protection District. Mayor Smith would like to have a definite figure for the build out cost and one of the negotiations could be to have the S.O.S. totally fund the repairs on the north parking lot and build out cost if the village were to agree to the initial figure of \$6.50 for the lease amount per square foot. There was some more discussion on ways to negotiate some of the cost of construction.

Attorney Scott Brunton asked for figures to input into the letter of intent to be sent to Commerce Bank for the purchase of the building. Trustee Gillson will contact Brunton with the information gained from this meeting.

Trustee Blunier motioned to exit Executive Session at 8:14pm; Trustee Hilton seconded.

Motion carried by roll call vote.

Ayes: Blunier, Hilton, Leman, Gillson, Smith

Nays: None

ATTEST:



Jennifer Crumrine  
Village Clerk

The Roanoke Village Board entered into Executive Session at 7:34pm regarding Section 2 (c ) 5 of the Open Meetings Act – Land Acquisition; Mayor Michael Smith presiding.

On roll call were Trustee Jerry Hasler, Trustee Wayne Blunier, Trustee Curt Leman and Trustee Jeremy Hilton. Mayor Smith was also present. Trustee Bob Gillson was absent. Trustee Bob Knepp attended remotely.

Trustee Hilton wanted to discuss options for getting village hall out of the flood plain after hearing from the engineer that a fire wall would have to be installed at the old Commerce Bank building adding considerably to the cost of construction. One idea of his was to buy the Litwiller-Craps building in the downtown area or trade Goodfield State Bank, owner of the building, for the lock boxes at the Commerce Bank building. Trustee Hasler revealed he has looked at the inside of the building and thought it wouldn't be conducive for village hall offices and also noticed mold in the building. Another idea was possibly to purchase the Flower Bin building or Essig Law Office also in the downtown area. Trustee Hilton felt the board should look into buying a separate building instead of joining the Driver's License Facility at the old Commerce Bank building because of construction cost to separate the 2 businesses. More discussion involved buying the old Amoco on Front Street to house the ambulances and ambulance personnel to also get their department out of the flood plain. Mayor Smith thought some of these buildings could be real possibilities. There were some concerns mentioned about parking availability. Mayor Smith spoke to Fire Board President Mike Adams who suggested maybe allowing the ambulances to park in the soon-to-be-vacant Driver's License Facility. Trustee Hilton would like the Fire Department to take over the ambulance services altogether. Trustee Hasler agreed.

Trustee Hilton thought it would be foolish to spend \$250,000 on renovations to the old Commerce Bank building when an existing building could be purchased for about \$60,000. Mayor Smith asked the board members for a consensus of not having the village offices in the Commerce Bank building and looking for some other place for those offices. All who were present agreed to allow the Driver's License Facility to lease the Commerce Bank building and to move village hall and offices to some other place. This decision will be reiterated in open session.

Trustee Hilton motioned to exit Executive Session at 7:56pm; Trustee Hasler seconded.

Motion carried by roll call vote.

Ayes: Hilton, Hasler, Blunier, Leman, Knepp, Smith

Nayes: None

ATTEST:



Jennifer Crumrine  
Village Clerk

The Roanoke Village Board entered into Executive Session at 7:55pm regarding Section 2 (c ) 6 of the Open Meetings Act – Sale or Lease of Property Owned by the Village; Mayor Michael Smith presiding.

On roll call were Trustee Bob Knepp, Trustee Bob Gillson and Trustee Jeremy Hilton. Mayor Smith was also present. Trustees Jerry Hasler and Curt Leman attended remotely via Zoom. Trustee Wayne Blunier was absent.

The purpose of the meeting was to discuss the encroachments, as determined by a survey, on the property of the old Commerce Bank building recently purchased by the village for village hall and offices. Trustee Hilton wanted to address the encroachment dealing with the bushes that are on the property now owned by the village. Trustee Hilton was of the opinion that the bushes should be removed because of the motorcycle course to be used by the Driver License Facility. Mayor Smith felt the village would be retaining this piece of the property where the encroachment exists and not selling it.

The other encroachment is a fence that is positioned on the property owned by the village which the village does not intend to require removal of the fence, but does intend to inform the owner of the fence being on village property and that the fence cannot be replaced in any form.

Mayor Smith will be notifying the homeowners of such properties of the village’s intent. Mayor Smith noted the village is going to take a conciliatory tone and wants to be a good neighbor.

Trustee Knepp motioned to exit Executive Session at 8:03pm; Trustee Gillson seconded.

Motion carried by roll call vote.

Ayes: Knepp, Gillson, Hilton, Leman, Hasler, Smith

Nays: None

ATTEST:



Jennifer Crumrine  
Village Clerk