

Town of Christiana

Regular Town Board Minutes

December 9, 2024, 6:30 PM

The meeting was called to order at 6:30 PM. In attendance was Chair Mark Cook, Supervisors Jim Lowrey and Jeff Notstad, Clerk-Treasurer Carissa Lyle and various members of the community.

PROCEDURAL

The meeting was properly noticed and posted.

NEW BUSINESS

- a. Discussion/possible action regarding a rezone request by South Central Landscaping LLC for a rezone of parcel #0612-32-8701-1 from RM-16 to HC in order to accommodate the future construction and operation of a landscaping business.

Jim Lowrey moved to approve. Jeff Notstad seconded the motion.

MOTION PASSES 3-0

- b. Discussion/possible action regarding a request by Matt Schultz for a Conditional Use Permit for parcel #0612-362-8060-0 in order to build an accessory building and operate a limited family business.

Jeff Notstad moved to approve. Jim Lowrey seconded the motion.

MOTION PASSES 3-0

- c. Discussion/possible action regarding Resolution# 2024-12-09 Amendment to the 2024 Adopted Budget.

ROLL CALL

Mark- yes

Jeff-yes

Jim-yes

MOTION PASSES VIA ROLL CALL 3-0

CONSENT AGENDA

CONSENT AGENDA (All items listed under the Consent Agenda will be approved by one motion unless a Board member requests that item be removed for individual consideration/action.)

- 1) Motion to approve minutes for the November 11, 2024 Regular Town Board meeting.
- 2) Motion to approve Vouchers in the amount of: \$46,900.20
- 3) Motion to approve Financial Summary for the Town of Christiana.
- 4) Motion to approve the Bank Reconciliations and Statements.

Cash Balances: General Fund: \$389,972.03

Tax Account: \$38,132.84

ARPA Account: \$89,743.82

TOTAL: \$517,848.69

Mark Cook moved to approve the Consent agenda as presented. Jim Lowrey seconded.

MOTION CARRIED 3-0

CLOSED SESSION

- a. Upon motion duly made, seconded, and adopted by roll call, it is anticipated that the Town Board will convene into closed session pursuant to section 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; specifically, 2025 Town employee wages.

Jim Lowrey moved to go into closed session pursuant to section 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; specifically, 2025 Town employee wages. Jeff seconded the motion.

ROLL CALL

Mark- yes

Jeff- yes

Jim- yes

MOTION PASSES VIA ROLL CALL 3-0

Jeff Notstad moved to return to open session. Jim Lowrey seconded the motion.

ROLL CALL

Mark-yes

Jeff-yes

Jim-yes

MOTION PASSES VIA ROLL CALL 3-0

- b. Possible action regarding closed session discussion.

Jim Lowrey moves to give an increase to Public Work employees in the amount \$1.00/hr. Jeff Notstad seconded the motion.

MOTION PASSES 3-0

- c. Discussion/possible action regarding proposed 2025 budget.

Jim Lowrey moved to set the Public 2025 Budget Hearing for December 30, 2024 at 9:00 AM. Jeff Notstad seconded the motion.

MOTION PASSES 3-0

CLERK COMMUNICATION

- A. Property Tax Bills and Collection information. Please make use of the red drop box for return of Property Tax Payments.
- B. Holiday Office Hours: Closed December 24,25 and 26, and January 1, 2025. Open December 23 from 10am-12pm; December 31 from 9am-12pm; January 2, 2025 from 9am-12pm

ADJOURNMENT

Jeff Notstad moved to adjourn. Jim Lowrey seconded the motion.

MOTION PASSES 3-0

*Respectfully submitted,
Carissa Lyle, Clerk-Treasurer*