

*Village of Fall Creek*  
*Minutes for Regular Village Board Meeting*  
*March 10, 2025*

1. **Call to Order:** 6:00 p.m., Village Hall Meeting Room, 122 E Lincoln Ave., Fall Creek
2. **Roll Call:** Members Present: Village President Tim Raap, Trustees Ryan Aylesworth, Karen Herbison, Bryan Kaatz, Josiah Kleven, Matt Mattoon, Curt Strasburg. Members Absent: None. Staff Present: Village Administrator/Public Works Director Jared McKee, Clerk/Treasurer Renee Roemhild. Also Present: 10 citizens.
3. **Pledge of Allegiance**
4. **Certify Open Meeting Law Requirements Have Been Met:** A notice of the meeting including the agenda was posted at the three public places and local newspapers were notified.
5. **Adopt Agenda:**
  - MOTION (Mattoon/Kleven) to adopt the agenda. PASSED, without negative vote.
6. **Recognition of Visitors/Citizen Input/Correspondence:**
  - Sheena Kaatz, 240 W Washington, regarding parking near the school, stating visibility is difficult in some spots, would like to see cones put out to block parking.
  - Vern Ming, 133 E Randall, a) would like the Village to purchase better technology so people could hear meetings better when listening online, b) talked to two citizens stating they were against the proposed rezoning of the parcel on Randall Road from R1 to Agriculture.
  - Tom Bornick, 363 Willow Ct, presented a letter opposing the rezone & conditional use request for the property on Randall Road in the SW corner of the Village. Mr. Bornick read the letter that was signed by 17 residents of the Village who own property in the area. The letter requested the Board deny the petition, stating such reasons as the petitioners are not residents of the Village, contribute minimal dollars in property tax to the Village, and the construction of a greenhouse could potentially decrease the property values of neighboring homes.
  - Sue Bornick, 363 Willow Ct, spoke regarding the rezoning & conditional use request, questioning if the Village had read the grant agreement the petitioners were awarded regarding the greenhouse, and questioned details of Village zoning ordinances.
  - Chloe Major, 347 Willow Ct, questioned the waterways and the number of rain barrels that would be required to sustain a greenhouse, what other water resources would be used, and what type of fertilizer would be used.
  - Mary Xiong (owner of the property requesting the rezone & conditional use) and her daughter Pachia, spoke jointly stating they are hoping to build a high tunnel to lengthen their growing season, they have been farming on that property for over a decade, would like to work with the Village and have been willing to compromise on the location of the structure as requested at the Plan Commission meeting. They were surprised by the opposition because they do want to be friends with members of the community, they were refugees from the Vietnam war and have worked really hard all their lives, the land helps them provide for their family and provide for others.
7. **Approval of Minutes**
  - MOTION (Kaatz/Mattoon) to approve the 2/10/25 Regular Village Board, 2/19/25 Special Board, 2/19/25 Committee of the Whole, & 3/6/25 Plan Commission meeting minutes, with a correction to the 2/10/25 minutes under item 13.D. regarding the resolution to read “to the intersection of Tyler Avenue from ~~30~~ 35 mph to 25mph.” PASSED, without negative vote.
8. **Financial Report**
  - MOTION (Mattoon/Herbison) to approve the 2/28/25 Budget Comparison Report. Roll call vote: Herbison-yes, Kaatz-yes, Kleven-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Aylesworth-yes. PASSED.

**9. Approval of Bills:**

- MOTION (Mattoon/Kaatz) to accept the Invoice Listing and Payroll Pay Summary Reports of 2/11/25-3/10/25. Roll call vote: Kaatz-yes, Kleven-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Aylesworth-yes, Herbison-yes. PASSED.

**10. Report of Village Administrator:** Administrator Jared McKee gave his monthly report highlighting the duties accomplished by each department since the last regular board meeting.

**11. Committee Reports:** None.

**12. Unfinished Business:** None.

**13. New Business**

- A. Consider Certified Survey Map of Vern Ming for Parcel #127-1074-030-20:** President Tim Raap stated this was reviewed at the Plan Commission meeting and they recommended approval.
- MOTION (Kaatz/Aylesworth) to approve the CSM, contingent upon the correction of the street name. PASSED, without negative vote.
- B. Consider Final Plat for Business Park East Expansion:** Raap reviewed the small changes since the Board viewed the Preliminary Plat; then stated the Plan Commission reviewed and recommended approval of the Final Plat.
- MOTION (Strasburg/Kaatz) to approve the Final Plat of the Fall Creek Business Park East. PASSED, without negative vote.
- C. Consider Final Plat for Creekside Estates II:** Raap reviewed the changes since the Preliminary Plat, reviewed the contingencies recommended by the Village Engineer, and stated the Plan Commission recommended approval.
- MOTION (Kaatz/Aylesworth) to approve the Final Plat for the Creekside Estates II with the variance for a 34' rather than 36' street width and requiring the necessary documents be submitted. PASSED,
- D. Consider Second Reading & Possible Adoption of Amendment to Ordinance Title 16 related to Temporary Agricultural Buildings:** Raap reported the amendment basically deals with two points: defining/designating the zoning district for temporary ag buildings and striking the reference to greenhouses/garden centers in residential areas.
- MOTION (Aylesworth/Mattoon) to hold the second reading and adopt the amendments to Title 16 as written. Roll call vote: Kleven-yes, Mattoon-yes, Raap-yes, Strasburg-yes, Aylesworth-yes, Herbison-yes, Kaatz-yes. PASSED.
- E. Consider Request of Mary Xiong to Rezone Parcels #127-1031-010-50 and #127-1031-010-70 from Residential to Urban Transitional:** Raap outlined the relation between this agenda item and the next, stating a request for a conditional use for a high tunnel/greenhouse structure was brought before the Plan Commission and Village Board in November/December of last year. At that time, the request was denied with feeling the ordinances were unclear and the topic was sent back to the Plan Commission to review and create clarity in the ordinances. The result of that was the ordinance amendment that was just passed in the above agenda item. The request is then being brought back with two parts: first a rezone and then the request for a conditional use.
- MOTION (Aylesworth/Mattoon) to approve the rezone request of parcels #127-1031-010-50 and #127-1031-010-70 from R1 to UT. PASSED, voice vote with Trustee Strasburg voting nay.
- F. Request of Mary Xiong for Conditional Use Permit for Vacant Lots North of County Hwy J and West of the Creek for High Tunnel/Greenhouse Structure:** Raap referred the Board to the minutes of the Plan Commission meeting, stating they recommended approval with several conditions. Raap pointed out that if the request is granted, it would be an opportunity to require cleaning up the fence and structures currently there. The Xionsgs were present and were able to provide information on their communication with USDA. Much discussion took place on possible locations on the lot for the structure, with the Board inviting

the neighbors present to give their opinion on what would have the least impact on their neighborhood. The orientation along with the size and height of the structure was discussed.

- MOTION (Mattoon/Herbison) to approve the request of Mary Xiong for a conditional use for a high tunnel/greenhouse structure with the following conditions:
  - 1) A deadline for removing current structures, including the fence and buildings, is set at 90 days.
  - 2) The approval is for the one high tunnel structure.
  - 3) If another structure is desired, or the property is sold, it will need to come back to the Plan Commission and Village Board requesting a conditional use at that time.
  - 4) If the structure becomes damaged, it needs to be repaired in a timely manner.
  - 5) The placement of the structure should be as far south and west as allowed by the USDA and with the approval of the Zoning Administrator, with the furthest south line being in line with the neighboring farm structures.

PASSED, without negative vote.

**G. Consider First Reading of Amendments to Village Zoning Code, Title 16 Related To, But Not Limited To, Definitions, Commercial Districts, Schedule of Uses, and Signs:** McKee reported the proposed amendment is mainly updating regulations related to signs and cleaning up a few items regarding fences and screening.

- MOTION (Strasburg/Aylesworth) to approve the first reading of the above ordinance amendment. PASSED, without negative vote.

**H. Consider First Reading of Amendments to Ordinances Related to Public Improvements to:**

**a) Repeal Chapter 206 Public Improvements & Chapter 300A Engineering Standards; and**

**b) Recreating & Amending Them, Including Them in Title 17, Contracts to be Renamed to Public Improvements:**

McKee reviewed the proposed changes referring to the Committee of the Whole meeting when the ordinance was reviewed in detail. Basically, the amendment puts the special assessment policy back to what it was a couple years ago as well as cleaning up a couple other areas.

- MOTION (Strasburg/Kaatz) to approve the first reading of the above ordinance amendment. PASSED, without negative vote.

**I. Consider Resolution re: Lowering Speed Limit on Hwy 12:** McKee recommended changes to the resolution that was passed last month based on discussions he had with the DOT.

- MOTION (Kaatz/Herbison) to approve RESOLUTION #2025-0310A requesting lowering the speed limit on Hwy 12. Roll call vote: Mattoon-yes, Raap-yes, Strasburg-yes, Aylesworth-yes, Herbison-yes, Kaatz-yes, Kleven-yes. PASSED.

**J. Consider Amendment to Village of Fall Creek Official Transportation Map:** McKee presented the amendments to the Official Transportation Map that adds proposed streets to the west end of the Village.

- MOTION (Mattoon/Aylesworth) to approve the amendments as presented. PASSED, without negative vote.

**K. Park Improvements:** Raap and McKee gave a review of the progress and stated wood chips will still need to be put down.

**14. Committee Recommendations:** None.

**15. Possible Assignment to Committee:** None.

**16. Adjournment:** @ 8:07 p.m.

Renee Roemhild, Clerk/Treasurer