

**CHESTERTON ADVISORY PLAN COMMISSION
DECEMBER 19, 2019
6:30 P.M.**

The meeting was called to order at 6:30 P.M. Present were members T. Kopko, N. Cobbs, G. Stone, J. Kowalski and F. Owens. Attorney C. Parkinson was present as legal advisor. Town Engineer M. O'Dell was in attendance. Member J. Trout and President S. Darnell were absent. Vice President F. Owens chaired the meeting. The pledge of allegiance was recited.

APPROVAL OF MINUTES

Member J. Kowalski noted a correction to the minutes from November 21, 2019. Member N. Cobbs moved approval of the minutes from November 21, 2019 as corrected seconded by member G. Stone and passed by unanimous voice vote.

COMMENTS FROM THE PUBLIC- None

PRELIMINARY HEARINGS- None

CONCEPT REVIEW- None

PUBLIC HEARINGS- None

OLD BUSINESS

Olsen Farms, LLC, Easton Park, Phase 4A, Secondary Plat Kathleen Harris was present. Town Engineer M. O'Dell told the board they had installed all the infrastructure first. The town had done all the necessary inspections and found everything to be complete. The Maintenance Guarantee is in the amount of \$50,543.50. They also need a sidewalk guarantee for 54 months. The amount of the Sidewalk Guarantee would be in the amount of \$45,658.80. Furthermore, a tree bond would be necessary since there would be no trees installed until sidewalks are complete. The Tree Guarantee is in the amount of \$6,930.00. He suggested combining the sidewalk and tree guarantee to make for easier tracking in the future. The combined total guarantee would be in the amount \$52,588.80.

Ms. Kathleen Harris said she had contacted Centier Bank and they are fine with the idea of combining the two bonds. Once received, Attorney C. Parkinson would review and approve.

Attorney C. Parkinson suggested approving the secondary plat for this item subject to receipt of the bonds. The secondary plat would not be recorded until the necessary bonds are reviewed and approved.

Member G. Stone moved to approve the Olsen Farms, LLC, Easton Park, Phase 4A, Secondary Plat subject to receipt of the bonds seconded by member T. Kopko and passed by unanimous voice vote.

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NEW BUSINESS

Olsen Farms, LLC, Easton Park, Infrastructure Maintenance Guarantee Member T. Kopko moved approval of the Maintenance Guarantee is in the amount of \$50,543.50. The Sidewalk Guarantee in the amount of \$45,658.80 and the Tree Guarantee is in the amount of \$6,930.00. The approval of the three bonds is contingent upon receipt of the bonds and approval by council seconded by member G. Stone and passed by unanimous voice vote.

Olthof Homes, Morgan's Corner Town Engineer M. O'Dell told the board the maintenance guarantee for this item expires in two days. The town has made them aware that there are pavement patching issues that need to be addressed. The town is asking that the board authorize calling the bond or the town would ask them to bring in a check for the estimated amount of repair.

Attorney C. Parkinson suggested the board make a motion to give him authorization to call the bond unless there is an adequate security amount in place. M. O'Dell and Attorney Parkinson would come up with the dollar amount to adequately secure the cost of repairs.

Member J. Kowalski moved to authorize Attorney Parkinson to call the bond or have the developer adequately secure the cost of repairs in the form of a check seconded by member N. Cobbs and passed by unanimous voice vote.

Town Engineer M. O'Dell acknowledged receipt of a Letter of Credit for Bell's Subdivision.

MISCELLANEOUS BUSINESS

Town Engineer M. O'Dell informed the board that the clerk treasurer had come across a check dated November 17, 2011 in the amount of \$300.00. The check is from Lake Erie Land Company, Coffee Creek.

Attorney C. Parkinson thought it could be for a letter of credit. It was noted Letter 617. He said they would look into the matter and determine if the check could be cashed or returned.

Member G. Stone wondered if there was any news about the two hotels that were supposed to go in at Coffee Creek.

Attorney C. Parkinson said they would not be moving forward with the proposed plan.

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ADJOURNMENT

There being no further business before the board member G. Stone moved adjournment seconded by member T. Kopko and passed by unanimous voice vote. The meeting adjourned at 6:50 P.M.

Respectfully submitted,

Gail A. Murawski, Secretary

Approved:

President.