

VILLAGE OF ELBERTA BOARD OF TRUSTEES
SPECIAL MEETING
March 20, 2014 • 7 PM

The Village of Elberta Board of Trustees held its regular meeting on Thursday, March 20, 2014, at the Community Building, 401 First Street, Elberta, Michigan.

The meeting was called to order by President Pro Tempore Robin Rommell at 7:00 p.m.

Recitation of Pledge of Allegiance.

Present: Robin Rommell, Diane Jenks, Linda Manville, Ken Holmes, Jennifer Wilkins

Not present: Reggie Manville, Joyce Gatrell

Public: Chris Olson, Mary Kalbach, Don Tanner, Rosemary Tanner, Grace Banktson, Jon Kells, Bill Soper, Holly O'Dwyer, Sue Oseland, Bill O'Dwyer, Jim Barnes, Lois Schram, Loy Putney, Max Kessler, Margaret Davidhizar, Mary Kalbach, Art Melendez, Eric VanDussen, George Saylor (running for circuit court judge)

Rommell said the minutes would be transcribed from a recording since the Village had not at that time yet appointed a clerk.

Minutes:

- *Regular Meeting, February 20* Motion by L. Manville, seconded by Holmes, to approve the minutes as presented. All ayes. Motion passes.
- *Special Meeting, February 26* Wilkins said a copy of the budget should be attached to the minutes for filing. Motion by L. Manville, seconded by Holmes, to approve the minutes as presented. All ayes. Motion passes.
- *Special Meeting, March 5* Wilkins said Agenda 9 and 10 didn't indicate the motions were passed. Motion by L. Manville, seconded by Holmes to approve the minutes with those amendments, indicating the final vote of the council on each of those agenda items.

Agenda:

Wilkins said Agenda item 9, Parks and Recreation and Solstice, could be removed. L. Manville asked if council had an interfund borrowing policy to review. Other members said it was in the council packet.

Motion by L. Manville to approve the agenda with the elimination of item 9

Wilkins asked that County Commissioner for the VII District Don Tanner be added under reports from department heads.

L. Manville's motion seconded by Holmes. All ayes. Motion passes.

Agenda Conflict: None stated.

7:07 pm Public Input

None
7:07 pm Public Input Closed

CORRESPONDENCE Rommell read a letter addressed to the trustees from Village president Reggie Manville: "Please accept this correspondence as notice of my intent to take an indefinite leave of absence from my duties as village president. I have spoken with president pro tem Robin Rommell in confidence that she will ably fulfill the duties of the presidency until my return. I will continue to be informed about the affairs of the village through my trustees' packets and meeting minutes. If there is any correspondence requiring my immediate and personal attention, please contact me at 231-357 1579. In the event of an emergency I can be reached by phone, but all inquiries regarding the day to day operation of the village should be directed to Robin at 231-590-0844 or her email at elbertarobin@gmail.com. Sincerely, Reggie Manville, Village President." Rommell said she had included in the packets a copy of the notice she posted in the post office and village office regarding the estimate water bills. She also added a copy of an email received from Chris Olson regarding a discussion Olson had with Harlan Goodrich of Mich. Treasury on the Village's need to revise the DEP and amend the approved budget because of the recent personnel/staffing changes.

APPROVAL OF BILLS Rommell said there was no report to approve because the bills had not been paid. She and Linda Manville had sent out water bills and employee payroll checks. All invoices were to be paid within the week following this regular meeting.

DEPARTMENT REPORTS

DPW & Zoning (Ken Bonney): Bonney's written report was in council packets. Rommell summarized: Alternator switch for wells functioning again. Plowing and hauling snow continued. Replaced damaged hydraulic line on underside of plow. Spending a lot of time thawing pipes. Running water at a trickle is still necessary, even in warming weather. Adjustments will be made to bills. Estimates until May, when a true reading will be done. Dave Bissell has been working as backup water operator, a backup being required by law. Bissell has resigned from that backup position by letter. Bonney has started getting bids from others. L. Manville: In a letter dated Monday that week from Scott Conradson, DEQ Cadillac office, Conradson said Elberta needs to designate a new officer in charge and suggested 4 engineering firms. L. Manville directed Bonney to contact those firms and request bids. The prices are high. For example one Gourdie-Fraser backup operator would cost \$60/hr plus .56 a mile. Wade Trim: \$34K-\$68 to serve as backup for the whole system. Chris Olson: Has anyone contacted licensed backup operators in Frankfort or elsewhere? L. Manville: Dave Bissell and Fred Gumm have licenses in Frankfort neither of them want to do it if the testing will only be 5 days a week. Others in Beulah and Benzonia said the same. Rommell: Josh Mills said he could get us an operator contracted through the city rather than individually. Olson: A main break would require several people to fix. Don Tanner: Suggested Tim Windram [?] of Thompsonville. Wilkins: Their reason for declining is that we're not testing water 7 days a week anymore? Rommell: This is per Ken Bonney, not in Conradson's letter. DEQ requires only 5 days a week testing. Holmes said he would look into it. Rommell: Bissell

sent his resignation letter not to the Village but to the DEQ, which forwarded it to Bonney.

Water/Sewer/BLUA (Holmes & Gatrell): Holmes: BLUA will also be issuing estimated bills. Elberta residents are not running enough water—only 3,000 gallons above normal, and it should be almost 10,000. Working with two local banks and law firm of Olson, Bzdok & Howard to lower interest rate on bond.

Parks & Rec/Marina Park/Farmers' Mkt (Wilkins): Wilkins: Solstice committee met and discussed festival security plan. Seeking volunteers via Facebook to run different areas. Historical Preservation Committee responded to the MOA received via email regarding the Car Ferry Apron removal planned by Elberta Land Holding Company. Rec Plan needs to be connected online to DNR's system. P&R would like to suggest Cathy Anderson as grant administrator. She sent a description of what it would involve to Rommell. When does Elberta Dunes South endowment money come in and how can it be used? Jenks: It's \$900/yr and hasn't been used yet. Submit a proposal for what you'd like to do. It was not used for the parking lot this past year. Mowing and plowing of that lot is funded by the endowment. Rommell: Bonney said they do a one time annual transfer of endowment and charge it to plowing and mowing. Wilkins: It used to be a line item on budget, but hasn't been on any of the new budgets. L. Manville: Wants it on a separate Elberta Dunes South line item so we know how much we've spent. Olson: Currently there is a "grants/other" item. Last year revenues \$900 revenues and expenses was \$4K. I don't know where Sharyn allocated the \$5K in grant money, if it has yet been received in full. Wilkins asked about the PayPal buttons. Rommell: All the money has been transferred. Wilkins: Any new funds? Rommell: Linda has password. Rommell: Minutes show P&R is going to reopen a post office box. Any official correspondence from banks, the state, etc. has to come to the Village box. Wilkins: This is for bands for Solstice, etc. We don't have the authority to change bank statement address, etc.

President's Report Rommell: With L. Manville have spent a lot of time at the office. We did not credit all the February payments before sending out the March bills, so water bills for those who paid their February bill after the first of March may show a past-due balance. Not to worry. Toni Flynn, wife of retired Elberta postmaster Tim Flynn, and treasurer of Benzonia has helped with water bills, will continue to do so on Tuesdays until council appoints a new treasurer. 3 applications were received: 1 for treasurer, 1 for clerk, neither Elberta residents. Mary Kalbach only resident who applied, for both/either positions. Dropbox is in, Bonney will install. Olson: Council should make a motion that Rommell will be fulfilling duties of president—"is at the helm." Holmes: Attorneys said R. Manville could take a leave of absence and did not need to be replaced.

Motion by Manville, seconded by Holmes, that given R. Manville's letter of indefinite leave of absence, our president pro tem, as defined by state statute, functions as Village president, and she will have all of the duties that are normally attributed to him. Ayes: L. Manville, Holmes, Jenks. Nay: Wilkins. Motion passes.

Betsie Valley Trail Mgt Council (L. Manville) Meetings will resume when weather "clears up."

Budget Committee Rommell: At next council meeting will amend the budget to reflect change of personnel (lower wages and hours). Will then have to file amended DEP with state.

Fire & Safety (Holmes & Gatrell) Holmes: Were to have meeting the following week to look at new equipment. Asked Josh Mills how much of a millage would cover Elberta/Gilmore's fire services.

Municipal Buildings (Jenks & Gatrell) Jenks: Has been taking calls for LSS rentals. Would be showing it that weekend. Need to decide how/when to open building to prepare it. Will need someone to update web information. Rommell: Asked about status of Library. Jenks: Hadn't talked to anyone or had any meetings. We should have meetings once a month. We can sell it at a public sale or, as of 1998, as a private sale. Put on agenda for next meeting to decide how to proceed with sale. Didn't see anything about requests for proposals. Will look into that for the next meeting. No word from Township on their interest in buying it.

Employee Relations (Rommell, Jenks, Gatrell) Rommell: met with whole committee and only candidate, Mary Kalbach. Also spoke with Mary Charles at MML about problem of filling elected positions with Village residents. What if we had had no applicants? What do we do if no one runs in November? Charles said she did not know—the first such circumstance she'd heard of in her 30-year career. Jenks: Suggests keeping the two other applications from nonresidents on hand.

Planning Commission (L. Manville) Working on the zoning map. Will bring bylaws for approval at the April meeting. Reviewing several applications. Zoning Admin was present at meeting and mentioned changes the Mayfair and Conundrum Café each would like to make. Will hear more. Next PC meeting will be Tuesday, April 1, 7 pm, Community Bld.

DEP and CAP¹ Rommell: The corrective action plan has been accepted. The deficit elimination plan will be revised to deal with "new realities": personnel changes, incurring more debt than expected in FY2013–14.

County Commissioner's Report (Don Tanner) Tanner: DNR met with counties with large proportions of state land March 14. About half of Benzie is public land. DNR is working on access management plan for Betsie River; ton of funding available for Water Trails. County will be applying for that grant this year and want local units of government to participate, to improve their score. Will get back to us. Public hearing on ORV ordinance. Snowmobiles cross at a dangerous point on M-115. Property owner on west side wants to sell to county. One idea to put a covered bridge that connects to Old King Road across the river. Deer check station feedback indicates people don't want antler point restrictions. Audit came in; Chris Olson should be commended, as county is about \$300K to the black. Recommends putting that money toward funding pensions (biggest unfunded liability). County is in better shape than most counties, with pensions funded at about 74%. Property owners on 115 near the Crystal Lake Sewer Outlet sign. House has flooded repeatedly. County is considering acquiring it with a trust fund grant through the Conservancy. One of the missing pieces in Betsie Valley Trail is a trailhead near that spot. Could remove house and use that site without impacting relatively unspoiled areas. County working on economic development plan: one of three

¹ Deficit elimination plan and corrective action plan for internal controls deficiencies

components is to develop tech training program for youth to prevent their exodus; partnering with schools, chamber in TC and Michigan Works, potential employers; lots of facilities, such as woodshops, not being used. (2) Improving/adding needed infrastructure: water supply, transportation, electricity, and natural gas. (3) Value-added small agriculture—a growth industry.

AGENDA 1: Clerk/Treasurer Candidate Interview

Employee relations committee had met with Mary Kalbach the previous evening. Kalbach's qualifications: master's degree in accounting; CPA office experience relevant to clerk position.

Discussion of the large component of financial responsibility in the clerk position. Job description for clerk in General Law Village significantly longer and wider ranging than for treasurer. Discussion of need for understanding both jobs. Will need training in dealing with fund balance. Rommell: Mary does not have website updating experience but she uses a computer, has experience with Lotus and is willing to learn; could work with Jon Maue. L. Manville: Municipal Clerks' Association can provide guidance.

Holmes: Most important thing is recognizing the people and she knows most of them anyway. Kalbach said she was confident in her computer skills; didn't have any further questions for council.

Rommell: Base salary is \$10.50; \$.25 for computer skills and data retrieval; Kalbach d/n have website, grant writing, or municipal gov't experience. Based on wage compensation scale, would probably be a starting wage of \$11.25 at 16 hrs/wk. As with DPW we'd do a review after 90 days; if in that time she's added website skills, that would be an additional \$.50 (\$11.75). And could add grant writing workshops. L. Manville asked Jenks if she had any comment from previous evening's interview. Jenks: Kalbach had asked about duties that could be eliminated with the job at 16 hours. Also a discussion of training options. She expressed concern about getting training and then having to run for the job as a popularity contest in November. Discussion of flexibility of schedule.

Motion by Wilkins, seconded by L. Manville, to appoint Mary Kalbach finish out the balance of the clerk's term which expires in November at \$11.25 per hour for 16 hours/week, to be reviewed in 90 days, effective Tuesday, March 25, 2014. All ayes. Motion passes.

AGENDA 2: Temporary Clerk and Treasurer Hours, Wages, and Office Hours Open to the Public

Discussion of one closed-office day when both clerk and acting treasurer are present to work together. Acting treasurer Toni Flynn is only 8 hrs/week. Sue Oseland: Suggests one closed morning, 8 am to noon, with open afternoon, and one full open day. Mary Kalbach: My hours could be three mornings. Rommell: Have Kalbach and Flynn work together for a bit and finalize hours/days at April meeting. No vote.

AGENDA 3: DPW Staffing

Rommell: Sought Bonney's input. DPW budget is firm. Linda provided information to council; if Corey Toms had remained, his wages, FICA, workman's comp, \$300 monthly

benefit for the year would have been \$22,445. Question is whether to replace him. Jenks: Must find out what state requires; can't afford bids from engineers for backup. Would put Bonney back up to 40 hrs/wk. L. Manville: Bonney back to 40 hrs, at a cost of \$6,500. Would leave about \$16K. Discussed putting that money in a line on the budget called Seasonal DPW. Giving ownership of decisions on hiring help to Bonney. With new monthly reports on budget to actual, he'll know how much he has to work with. Rommell: He would put together a list, an approved call-in list. For example, putting out the boardwalk is a three-man job that lasts a couple of days. Jenks: Suggests raising Bonney to \$15.75 or \$16. He hasn't had an increase, and he meets all the requirements. Rommell: No objection to going to \$15.75, but must recalculate the figures on what the Seasonal DPW budget would be. Chris Olson: \$43,264 in wages allocated for DPW in the first year of the deficit elimination plan; if you take it up to 40 hrs at \$15.75/hr, that will leave about \$6,900 just in wages; on seasonal basis picking up people from \$8 to \$9.50, must decide payroll vs. 1099, liability—savings could go quickly on a worker's comp claim. Perhaps get out of the mowing business and hire a landscape firm. Should not take more than 15 mins to refuel (1 hr had apparently been claimed). If he's 40 hrs he's not FLSA exempt. Hr. 41 is overtime. Maybe 36 or 32. Jenks: That's totally unfair when you're asking someone to put their water license on the line. Even at \$15.75 he's still under \$35K per year. Rommell: Corey's were \$17K, just wages. Holmes: I don't want any more money put out on DPW jobs.

Motion by Jenks, seconded by Wilkins, to bring Ken Bonney up to \$15.75/hr, 40 hrs/wk. Holmes: Aye. Discussion: Rommell: I don't have a problem with \$15.75/hr and 40 hrs/wk as long as he understands there's no overtime. Must have \$14.5K left over for extra help. All ayes. Motion passes.

Rommell: Questions on liability involved with hiring extra workers. Jenks/Holmes: Used to cost \$600/mo to contract mowing for Waterfront Park. Rommell: Bonney may be able to do the mowing himself. Olson: Must be cautious about injury. (No decision on contracting.)

AGENDA 4: Rescind January 17 Letter re: Soper

Rommell, reads from letter: "To Mr. Soper, this legislative body of the Village of Elberta would like to express our most sincere regrets for any adverse repercussions resulting from the letter sent to you from us on January 17, 2014. The actions proscribed in the January 17, 2014 letter sent to you exceeded the limitations of the Village Council. Therefore we are rescinding the letter sent to you by us. We are sorry this occurred and hope that you will be willing to resume your service with the Village of Elberta.

Sincerely, Robin Rommell on behalf of the board of trustees." Holmes: Reaffirmed his objection to Soper's "vicious" use of foul language and "stomping on" Village employees, which happened three times. "Why are we forgiving him?" Applause and comments from audience in support of letter. Wilkins: It [conflict between Soper and Laura Manville] was a personal dispute that had no business being brought into Village matters. Rommell: It had no business being brought to the Village office. L. Manville: Let's move on. From audience (Sue Oseland): It had no business coming from the Village office to the court. Discussion between Oseland and Holmes. Rommell says public comment will be at the

end. Wilkins: Requests it be noted in minutes that entire council was not aware of the letter sent to Mr. Soper and she personally would not have approved it. Jenks: Wasn't at the meeting, so objects to phrasing "council unanimously voted"; should have been a roll call vote. Discussion between Holmes and Wilkins regarding whether or not she approved the letter. L. Manville: Grateful for the letter of apology, expresses need to "move forward as a group." Jenks: Soper has been "an exemplary volunteer," contributing village assets including the fire pit in the Waterfront Park, footbridge at Farmers' Market Park; Christmas tree sales, Solstice organizer; has volunteered "more than anyone on the council." [Applause for Soper.]

Motion by L. Manville, seconded by Wilkins, to authorize president pro tem Robin Rommell to send the letter of rescindment/apology to Mr. Soper. Ayes: L. Manville, Rommell, Wilkins. Jenks: Nay Holmes: Nay

Rommell: Requires a majority vote of the council. Asks Wilkins to look up abstentions in the General Law Village guide. Wilkins: Disagrees with letter as written but thinks something should be sent. Holmes suggests tabling matter. Wilkins: Will look up abstentions in the meantime.

Motion by L. Manville, seconded by Holmes to table the matter of sending a letter to Bill Soper till the April 2014 meeting. All ayes. Motion passes.

AGENDA 5: Michael Engels of Michigan Rural Water Association—Assess Water Reliability Study

Jenks: Michael Engels is available to assess water reliability study (now complete) free of charge and advise Council on our system and how much to raise rates. Holmes: Water fund is the only one "way out of proportion."

Motion by Jenks, seconded by L. Manville, to have Michael Engels of the Michigan Rural Water Association come and advise council on the results of the water reliability study. All ayes. Motion passes.

AGENDA 6: Amend Ordinance for Meeting Compensation for Trustees/Clerk/Treasurer

Rommell: At a previous meeting council voted to amend the compensation for trustees to \$28 and for the president to \$70 per meeting (ordinance formerly specified \$35 & \$100); need to vote on meeting compensation for clerk and treasurer. Jenks: Asked to add DPW. Discussion of combining Agenda items 6 & 7 and how to make amendments. Olson: You don't have to have the clerk and treasurer's wages determined by ordinance. You can do it as a policy. Gives you more flexibility. Rommell suggests discussing matter under Agenda item 17. Olson: Still have to amend the ordinance, and two council members are absent. And can't go into effect until after the next election.

Motion by L. Manville, seconded by Holmes, to begin the process to amend the wage compensation ordinance to remove the clerk and treasurer from the ordinance at the rate of \$35/meeting. All ayes. Motion passes.

AGENDA 7: Amend Wage and Compensation Policy

Rommell: Unresolved issue is starting wage for assistant DPW staff. Suggests a fee range to give Bonney leeway. L. Manville: We need to amend the policy that we adopted before. Rommell: Bonney suggested a starting wage of \$8 (for example for mowing) but he would need \$9.50 or \$10 for winter plowing. Olson: Given current discussion of raising minimum wage at state and federal level, suggest a statement saying starting wage is minimum wage and you can raise it from there according to policy. A CDL license would call for higher. Rommell: Stipulate minimum wage for clerical and DPW. L. Manville: If a paid holiday falls on a weekend 6 paid holidays to full-time employees. List of amendments: (1) page 1, section 3, line b: Change to compensation "will start at minimum wage" for clerical work (2) page 2, section 4, item b: DPW seasonal employee wage "will start at minimum wage." (3) page 3 under Additional Employee Benefits section 6, add item b, if a paid holiday falls on a Saturday or Sunday, full-time employees and officials may designate the Friday before or the Monday following in recognition of their paid holiday; and (4) add item c on page 4, all Village offices and departments will be closed on the following 6 holidays (which are the same as the paid holidays for full-time staff): New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day. (4) eliminate item e, page 4: upon request and given appropriate documentation, the Village may submit payment up to \$300 to the employee's insurance carrier on his or her behalf—this item will be scratched because council determined it does not in fact help an employee avoid being taxed on the stipend as income.

Motion by L. Manville, seconded by Holmes, to amend the wage and compensation regulation for employees, officials, clerk and treasurer as discussed. All ayes. Motion passes.

AGENDA 8: Approval of Employee Acknowledgment Form

Rommell: Every time council adopts a policy, a copy of that policy should be given to the employee along with this form, which they will sign acknowledging understanding of the new policy. And it goes into their file.

Motion by Wilkins, seconded by L. Manville, to accept the Employee Acknowledgment Form as written. All ayes. Motion passes.

AGENDA 9: Parks & Recreation and Solstice

AGENDA 10: Appoint Village Grant Administrator

Rommell: Laura Manville has been the Village grant administrator on file with the state. L. Manville: Eric Cline and Roxanne Nicholas from Treasury the previous Friday said an official of the Village needs to be the administrator. Others can work on grant writing. Rommell: Recommends Wilkins since majority of grants will be related to Parks and Rec.

Motion by L. Manville to nominate Wilkins to be Village Grant Administrator.

Discussion: Wilkins asks if Cathy Anderson can help out. Rommell: Per Cathy Anderson (who attended a DNR grant system workshop) the administrator can specify people who have access to the system. Manville's motion seconded by Jenks. All ayes. Motion passes.

AGENDA 11: Jim Barnes re Food Trucks

Chair recognized Jim Barnes. Barnes: Has considered investing in a food truck. Would like to locate it nonexclusively in the Farmers' Market Park, also the Waterfront Park, and the overlook, and beach. BaconBerry food truck is operating in Frankfort; Josh Mills shared with Barnes a permit application, based on the Traverse City food truck ordinance. Frankfort expected to adopt an ordinance soon. His experience tells him food trucks do not present deleterious competition for sit-down dining establishments, especially not ones with liquor licenses. Rommell: TV program reported a positive impact from food trucks' drawing visitors and improving business. Barnes: Elberta Farmers' Market and its park is one of the village's greatest assets. Should expand. Reiterates that local food, small farms is a growth industry. Jenks: Looked at TC ordinance online. Should be on April agenda. Wilkins: Already have a food ordinance but it's outdated. Food trucks can be added. Barnes: SPFU: Special Food Unit license. Would pay a vendor booth fee at market. Or Village could offer a food vendor permit year-round. Public vs. private property. Olson: Could food truck operators purchase farmers' market goods and use them on site? Barnes: Won't prepare food in his trucks, but in his commercial kitchen. A licensed commercial-kitchen truck could do that. Oseland (market master): BaconBerry will be coming from Frankfort and paying a market vendor fee. Barnes: A la the "Little Fleet" in TC, would be nice to have several. Rommell and Jenks recommend bringing a proposed ordinance to the April meeting and holding a public hearing then.

AGENDA 12: Management of Life Saving Station (LSS)

Jenks: In packets is a job description for LSS management. Would like to put an ad in the paper for bids to contract out rental management (bids are for a percentage of proceeds). Holmes: Doesn't want it to get out of the Village's control. L. Manville: Gives us more control. Jenks: Need someone with computer/web savvy, keep an up-to-date calendar. Getting keys to client before event, doing walk-throughs before and after, getting contract signed, preparing building for cleaning. Got advice from Kristine Mills. Collect deposit money. Holmes: Asks if attorney should look it over. Rommell: Will review any contract before signing. Need to encourage promotion with the percentage incentive. Not just weddings but other uses. Jenks suggests 5% to 10% commission. Will affect DEP.

Motion by L. Manville, seconded by Wilkins, to authorize Jenks to proceed with the concept of contract bids for managing the rental of the Elberta Life Saving Station. All ayes. Motion passes.

Rommell: Still have several items on the agenda at the 3-hour point, several draft proposals still to be dealt with and have promised to implement policies by the March meeting; deadline has come and gone. Olson and Holmes recommend calling a special meeting to finish policies. Olson has been fielding calls from state regarding which ones have been finalized. Budget and finance committees have a lot of work to do for the next

five years. Wilkins will have a ton of work to do as Grant Administrator following up with the state. (Olson drafted most of the policies.)

Motion by L. Manville, seconded by Holmes, to hold a special meeting Tuesday, March 25, 2014, 7 pm at the Community Building to deal with Agenda items 13 through 21 [as listed below]. All ayes. Motion passes.

AGENDA 13: Duties and Responsibilities of Budget, Finance and Audit (BFA) Committee and Policy, Procedure, and Internal Controls (PPIC) Committee

AGENDA 14: Appointment of Trustees to BFA and PPIC Committees

AGENDA 15: Policy – Overtime and Excess Hours

AGENDA 16: Policy – Purchasing

AGENDA 17: Policy – Employee/Officer Compensation for Meeting Attendance

AGENDA 18: Policy – Ethics and Conflict of Interest

AGENDA 19: Policy – Interfund Borrowing

AGENDA 20: Policy – Investment and Portfolio

AGENDA 21: Policy – Automated Clearing House and Electronic Transactions

AGENDA 22: Contract with Chris Olson

9:56 pm Public Input

Rosemary Tanner: Why pay someone to put the boardwalks out, could it not be done by volunteers, for example Boy Scouts or a baseball team? There are people in the Village willing to work. **Rommell:** Said her mother had said the same thing. **Holmes:** Mostly the council members and the DPW built those tables. **Wilkins:** Parks and Rec has been working on that.

George Saylor: Represent the city of Manistee as an attorney, running for circuit court judge. Had a real estate brokerage in Beulah. Familiar with a lot of municipal issues. Many communities dealing with similar challenges. Experience in the private sector and with municipalities prepares him to serve the county. Good luck.

10:01 pm Public Input Closed

Motion by Holmes, seconded by L. Manville, to adjourn the meeting. All ayes. Meeting adjourned.

SYNOPSIS SUBMITTED TO RECORD-PATRIOT

VILLAGE OF ELBERTA SYNOPSIS

REGULAR MEETING MARCH 20, 2014

Meeting called to order at 7:00 pm by Pres Pro Tem Robin Rommell. Pledge of Allegiance. Present: Robin Rommell, Diane Jenks, Linda Manville, Ken Holmes, Jennifer Wilkins. Absent: Reggie Manville, Joyce Gatrell. **Public Input:** None. **Minutes:** Approved for *Regular Meeting, February 20; Special Meeting, February 26* (with addition); *Special Meeting, March 5* (with addtions). **Agenda:** Approved with Ag.9 deleted and Commissioner's Report added as a regular department report.

Correspondence: Letter from President Reggie Manville announcing leave of absence for unspecified period. Approval of Bills: No report because of clerk's/treasurer's retirements. During President's Report: Motion by Manville, seconded by Holmes, that given R. Manville's leave of absence, president pro tem Robin Rommell, as defined by state statute, functions as Village president, and will have all of the duties that are normally attributed to him. Ayes: L. Manville, Holmes, Jenks. Nay: Wilkins. Motion passes.

Agenda 1: Motion passed (unanimous), to appoint Mary Kalbach to finish out the balance of the clerk's term which expires in November at \$11.25 per hour for 16 hours/week, to be reviewed in 90 days, effective Tuesday, March 25, 2014. **Agenda 2:** Temporary Clerk and Treasurer Hours, Wages, and Office Hours Open to the Public; no decision. **Agenda 3:** Motion passes (unanimous) to bring Ken Bonney up to \$15.75/hr, 40 hrs/wk. **Agenda 4:** Motion fails to authorize president pro tem Robin Rommell to send the letter of rescindment/apology to Mr. Soper. Ayes: L. Manville, Rommell, Wilkins. Jenks: Nay Holmes: Nay. Motion passes (unanimous) to table the matter of sending a letter to Bill Soper till the April 2014 meeting. **Agenda 5:** Motion passes (unanimous) to have Michael Engels of the Michigan Rural Water Association come and advise council on the results of the water reliability study. **Agenda 6:** Motion passes (unanimous) to begin the process to amend the wage compensation ordinance to remove the clerk and treasurer from the ordinance at the rate of \$35/meeting. **Agenda 7:** Motion passes (unanimous) to amend the wage and compensation regulation for employees, officials, clerk and treasurer as discussed. **Agenda 8:** Motion passes (unanimous) to accept the Employee Acknowledgment Form as written. **Agenda 9:** (deleted) **Agenda 10:** Motion passes (unanimous) to nominate Wilkins to be Village Grant Administrator. **Agenda 11:** Rommell and Jenks recommend bringing a proposed Food Truck Ordinance to the April meeting. No vote. **Agenda 12:** Motion passes (unanimous) to authorize Jenks to proceed with the concept of contract bids for managing the rental of the Elberta Life Saving Station. **Public input** was heard from Rosemary Tanner and George Saylor. Motion carried to adjourn meeting at 10:01 pm. Complete minutes of these proceedings are available for inspection in the Village Office, 151 Pearson Street, Elberta, MI and at villageofelberta.com/about-us/village-government/meeting-minutes/ Submitted by Emily Votruba, March 24, 2014.

