

1 MINUTES

2 Regular Meeting of the Elberta Village Council

3 401 First Street (Community Building) Elberta

4 April 21, 2016

5 7:00 PM

6  
7 Call to Order at 7:00 pm

8 Attendance: Present: Gatrell, Holmes, Jenks, O'Dwyer, Soper.

9 Motion by O'Dwyer, supported by Holmes, to approve Minutes of March 17, 2016 Regular  
10 Council Meeting as amended. All Ayes. Motion Carried

11 Motion by Gatrell, supported by Soper, to approve Minutes of March 22, 2016 Special Council  
12 Meeting. All Ayes. Motion Carried

13 Motion by O'Dwyer, supported by Soper, to approve Agenda. All Ayes. Motion Carried.  
14 No agenda conflict was entered.

15 Correspondence – Workforce development class for small water systems, letter from MDOT for  
16 on-line survey, letter from Michael Carlson regarding a geocaching-type passport stamp  
17 program.

18 Rosemary Tanner offered a comment about the geocaching passport program and suggested that  
19 the ELSS be open to the public occasionally.

20 Approval of Bills. Hospenthal Estimate for mowing Clerk to call Hospenthal and decline  
21 estimate. Motion by O'Dwyer, supported by Gatrell to approve bill for Lead RRP Training.

22 Roll call: Gatrell - Aye, Holmes - Aye, Jenks-Aye, O'Dwyer - Aye, Soper - Aye. Motion  
23 Carried. Council directed Clerk to amend General Fund Budget for RRP Training. Motion by  
24 O'Dwyer, supported by Soper to approve bill and budget amendment for the Worker's  
25 Compensation Insurance. Roll call: Gatrell - Aye, Holmes - Aye, Jenks-Aye, O'Dwyer - Aye,  
26 Soper - Aye.

27 Clerk & Treasurer Reports

28 Old Business

- 29 1. Frankfort-Elberta Athletic Association. Soper has not touched base with FEAA yet.  
30 2. Letter to Animal Control – still waiting on resident with complaint to provide  
31 information.  
32 3. Survey of Robarge Street – clerk to call and get it scheduled  
33 4. Sale of Library Building – closing was on April 8. Check is in the bank.

34 New Business

- 35 1. Frankfort-Elberta Chamber of Commerce Membership. Motion by Soper to join the  
36 FECC as a non-profit organization at the non-profit rate of \$95 per annum, supported by  
37 Holmes. Roll call: Gatrell - Aye, Holmes - Aye, Jenks-Aye, O'Dwyer - Aye, Soper -  
38 Aye. Motion Carried.

- 39 2. ELSS Repairs. Jenks reviewed the ELSS manager punch list. The ELSS Bridal Expo  
40 revenue would pay for these items. Motion by O'Dwyer supported by Holmes to allocate

1 the ELSS Bridal Expo Revenue toward the punch list provided and prioritized by the  
2 ELSS Manager. Roll call: Gatrell - Aye, Holmes - Aye, Jenks-Aye, O'Dwyer - Aye,  
3 Soper - Aye. Motion Carried. Motion by O'Dwyer, supported by Holmes to accept Ross  
4 Thorsen bid for Village Building Contractor. Roll call: Gatrell - Aye, Holmes - Aye,  
5 Jenks-Aye, O'Dwyer - Aye, Soper - Aye. Motion carried.

- 6 3. Contracts for Professional and other Services. One bid for each service was presented.  
7 No contract terms and conditions were presented or discussed.

8 a. Tree Service - Smitty's Tree Service was only bid presented. Motion by Gatrell,  
9 supported by O'Dwyer to accept Smitty's Tree Service bid for Tree Service Roll  
10 call: Gatrell - Aye, Holmes - Aye, Jenks-Aye, O'Dwyer - Aye, Soper - Aye.

11 Motion carried.

12 b. Excavation Services. Kerby's Backhoe was only bid presented for excavation  
13 services. Motion by O'Dwyer, supported by Holmes to accept Kerby's bid for  
14 excavating services Roll call: Gatrell - Aye, Holmes - Aye, Jenks-Aye, O'Dwyer  
15 - Aye, Soper - Aye. Motion Carried.

16 c. Asphalt Services – Ron Brown and Sons was only bid presented. Motion by  
17 Soper, supported by O'Dwyer to accept Ron Brown's bid. Roll call: Gatrell -  
18 Aye, Holmes - Aye, Jenks-Aye, O'Dwyer - Aye, Soper - Aye. Motion Carried.

19 d. Electrical Contractor – Kurt Kidder Electric was only bid presented. Motion by  
20 Holmes, Supported by O'Dwyer to accept Kidder's bid. Roll call: Gatrell - Aye,  
21 Holmes - Aye, Jenks-Aye, O'Dwyer - Aye, Soper - Aye. Motion Carried.

- 22 4. Title VI Plan and EEO Policy. Motion by O'Dwyer, supported by Gatrell to: a) confirm  
23 Cathy Anderson as the Title VI Coordinator for the Village, b) adopt the Title VI and  
24 LEP Plan as presented for the Village, c) confirm Cathy Anderson as the EEO Officer for  
25 the Village, and d) adopt the EEO Policy presented for the Village. All Ayes. Motion  
26 Carried.

- 27 5. Street Signs - Community Request. Village resident Linda Manville presented  
28 information compiled by a committee of community members regarding the condition of  
29 stop signs and street name signs throughout the Village and options for replacing them.  
30 Motion by Holmes, supported by Gatrell to have community committee investigate  
31 further and develop a street signage plan for the Village. All ayes. Motion carried.

- 32 6. EDNA Viewing Platform - Motion by O'Dwyer, supported by Holmes to designated the  
33 Grand Traverse Regional Land Conservancy and its staff to act on the Village's behalf to  
34 apply for all necessary permits for the Elberta Dunes South National Area View Platform  
35 project. All Ayes. Motion Carried.

- 36 7. Fire Station Use Agreement. Motion by O'Dwyer, supported by Gatrell to accept the Use  
37 Agreement for the Fire Station.

- 38 8. Spring Clean-Up sharing with Gilmore Township. Sharing should include cost of  
39 dumpsters, labor, notices in paper, etc. Pick-up service will be limited to Village

1 residents only. Motion by O’Dwyer, supported by Holmes to accept proposal from  
2 Gilmore Twp to share costs of spring clean-up 50/50. All ayes. Motion carried.

3 9. Council Workshop with Community Involvement. Workshop and volunteer basis only,  
4 so no issue with council quorum.

5 Department and Committee Reports:

6 BLUA - FIRE Dept. Ken Holmes – Verbal report submitted on Fire Board Meeting and BLUA  
7 Council Meeting

8 Employee Relations - Joyce Gatrell – Rosemary Tanner reported on meeting held with Santana.  
9 Santana hours and potential pay increase will be on next council meeting agenda. Meanwhile,  
10 actual hours that Santana works will be tracked up to 40 hours per week in the anticipation that  
11 pay can be made retroactive.

12 Parks and Recreation - Written report submitted. O’Dwyer inquired about potential restrictions  
13 on mountain biking use on dunes in EDNA.

14 County Commissioner – Gary Sauer – Breaking ground on new Veteran’s Memorial, a ceremony  
15 is being schedule for Memorial Day. USCG proposed plan to reduce presence to seasonal only  
16 is of concern. Broadband summit was held. A workshop will be held on April 27<sup>th</sup> at 10:30am  
17 between Maples Board, County Commissioners, and County Building Department. No decisions  
18 will be made. There has been a suggestion to hire a consultant to help make equivalency  
19 argument in support of Maples, cost of consultant is not insignificant.

20 DPW & Zoning Administrator Ken Bonney – Made annual reports to DEQ. Opened up ELSS  
21 and turned on water. Question on ELSS boiler inspection and rebuild of backflow preventer. No  
22 decision. Port-a-Jons will be in place in Penfold and Waterfront Park on or about May 1<sup>st</sup>. A lot  
23 of trees will be cut down in the near future. Jenks requested prices on new lawnmower.

24 BFA. Holly O’Dwyer –written report submitted.

25 President's Report - Diane Jenks – written report submitted.

26 Planning Commission - Diane Jenks – written report submitted

27 Policy and Procedures - Diane Jenks – written report submitted

28 Public Comment –

29 Sue Oseland solicited help for the Garden Committee on the Little Community Garden this  
30 upcoming Saturday from 9-12 am

31 Sue Oseland registered a complaint on the trash on the beach and the beach road. Asked that  
32 consideration be given to addressing the beach condition. Brief discussion was held regarding  
33 trash receptacles. Council members expressed support for Sue’s suggestion, Jenks indicated that  
34 it will be on agenda for this Sunday’s Workshop, and will be on the May Council meeting  
35 agenda.

36 Linda Manville asked if we could put up State sign regarding use/closure of the beach road.

37 Art Melendez gave the Council a “10” for the meeting.

38 Motion by O’Dwyer, supported by Holmes to adjourn. All Ayes. Meeting adjourned at 9:02 pm.

Catherine M. Anderson  
Village Clerk