

1 MINUTES

2 Regular Meeting of the Elberta Village Council
3 401 First Street (Community Building) Elberta
4 May 19, 2016
5 7:00 PM
6

7 Call to Order at 7:02 pm

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

9 Motion by O'Dwyer, supported by Holmes, to approve Minutes of April 21, 2016 Regular
10 Council Meeting as amended. All Ayes. Motion Carried

11 Motion by O'Dwyer, supported by Gatrell to approve Agenda as amended. All Ayes. Motion
12 Carried.

13 No agenda conflict was entered.

14 Correspondence – Annual Rural and Tribal Elected Officials Meeting. Council asked K. Bonney
15 to attend to represent the Village. Workforce development class for small water systems, Jenks
16 asked Holmes to consider attending. Village received eligibility letter on sewer project from
17 USDA, application is in approval cycle now.

18 Brief public comment - no public comment was offered.

19 Approval of Bills - No unapproved or non-routine bills

20 Financial Report was received

21 Old Business

22 1. Survey of Robarge Street. Survey started today. Motion by O'Dwyer supported by
23 Holmes to authorize up to \$3000 to complete survey of Robarge St. Roll Call: Gatrell -
24 Aye, Holmes - Aye, Jenks - Aye, O'Dwyer - Aye, Soper - Aye. Motion Carried

25 2. Report on Community Workshop by Jenks. Written report submitted.

26 New Business

27 1. Sale of Garbage Bags by Village Office. Motion by O'Dwyer supported by Holmes to
28 have the Village office resume selling of garbage bags in bags of 10 and to offer the 96
29 gal cart option to our residents to be billed on our water bills. Roll Call: Gatrell - Aye,
30 Holmes - Aye, Jenks - Aye, O'Dwyer - Aye, Soper - Aye. Motion Carried.

31 2. Summer Concert Series at Waterfront Park - The Frankfort-Elberta Chamber of
32 Commerce will be having concerts at the Elberta Waterfront Park Bandshell again this
33 year. Concerts will be Wednesday evenings in July and August. A schedule will be
34 distributed when the Chamber provides it.

35 3. Budget Amendment for Library Sale. Motion by O'Dwyer, supported by Soper to
36 approve the budget amendment as presented. Roll Call: Gatrell - Aye, Holmes - Aye,
37 Jenks - Aye, O'Dwyer - Aye, Soper - Aye. Motion Carried.

38 4. Deficit Elimination Plan. Motion by O'Dwyer, supported by Gatrell to approve the 2016
39 Deficit Elimination Plan as presented for submittal to the MI Department of Treasury.

1 Roll Call: Gatrell - Aye, Holmes - Aye, Jenks - Aye, O'Dwyer - Aye, Soper - Aye.
2 Motion Carried.

3 5. DPW Staffing – Gatrell presented findings from Human Relations Committee regarding
4 Ms. Keeler’s work. Motion by Holmes, supported by O’Dwyer to authorize DPW to
5 increase the DPW Assistant hours to allow her to work up to 40 hours per week from
6 May 1 thru September 17. Put it on the agenda for September Regular council meeting
7 to consider making the 40 hours a week permanent. Roll Call: Gatrell - Aye, Holmes -
8 Aye, Jenks - Aye, O'Dwyer - Aye, Soper - Aye. Motion Carried.

9 6. Street Signs - Presented by Linda Manville. Motion by O’Dwyer, supported by Gatrell,
10 to authorize up to \$3500.00 to purchase new blue street signs as recommended including
11 finials. Roll Call: Gatrell - Aye, Holmes - Aye, Jenks - Aye, O'Dwyer - Aye, Soper -
12 Aye. Motion Carried. Jenks also requested that DPW put in nice new black posts when
13 they replace the stop signs.

14 7. Approval of Contracts. Motion by O'Dwyer, supported by Soper to approve contract for
15 Excavating Services with Kerby's and Tree Services with Smitty's. Roll Call: Gatrell -
16 Aye, Holmes - Aye, Jenks - Aye, O'Dwyer - Aye, Soper - Aye. Motion Carried.

17 8. Zoning Administrator and Code Enforcer. Jenks met with Don Tanner about taking over
18 as Zoning Administrator and Code Enforcement Officer. He would be hired as an
19 independent contractor and wants a job description in writing, copies of letters and forms
20 we use, fee schedule, salary of \$2500 per year and 40% of permit fee, mileage, training,
21 and additional pay for special meetings or court appearances. Village is looking into
22 covering him for liability insurance. Motion by O’Dwyer, supported by Holmes to offer
23 job of Zoning Administrator and Code Enforcer to Don Tanner. Roll Call: Gatrell - Aye,
24 Holmes - Aye, Jenks - Aye, O'Dwyer - Aye, Soper - Aye. Motion Carried. Council
25 expressed thanks to Mr. Bonney for being the Zoning Administrator for the last few
26 years.

27 9. Trash Containers. Holmes expressed concern over removal of trash containers from in
28 front of Conundrum Café and putting them in Penfold Park. Motion by Holmes to move
29 trash bins back. No supported offered.

30 10. Bike Rack in front of Conundrum Café. O’Dwyer relayed that Conundrum Café owner
31 suggested removing shrubs from next to the sidewalk in front of the Café and putting in a
32 bike rack provided by Conundrum. Motion by O’Dwyer, supported by Gatrell, to
33 authorized donated bike rack to be installed adjacent to sidewalk in front of south side of
34 Conundrum Café. All Ayes. Motion Carried.

35 11. Mowing. O’Dwyer expressed concern that parks be mowed to support EFM, and ELSS,
36 and Pavilion rentals. DPW assured Council they will be on it. DPW will also price a
37 new mower.

38 12. DPW ordered a cement patch today for where snow plow has torn up asphalt.

39 13. Fishing Pier. In consultation with Kerby’s and other experts recommend putting in mesh
40 filled with soil to reduce likelihood of future washouts. Motion by O’Dwyer, supported

1 by Holmes to authorize up to \$4000 to have the washout behind the fishing pier repaired.
2 Roll Call: Gatrell - Aye, Holmes - Aye, Jenks - Aye, O'Dwyer - Aye, Soper - Aye.
3 Motion Carried
4 Department and Committee Reports:
5 County Commissioner – Sauer. David Schaffer is new recycling coordinator for Benzie
6 County. Tire collection day being planned. There will be a service for Veteran's
7 Memorial at noon on Memorial Day with flag raising ceremony.
8 DPW – Bonney. DPW put a chain and signs across base of Anderson Hill. Garbage
9 cans are out, including one at beach. Smitty's has taken down a number of dead trees;
10 more to go. Flag pole at WFP has been repainted. Sundial is down. ELSS is being
11 worked on. Life rings are on pier. Dumpsters for clean-up day are delivered and DPW
12 will begin pick-ups.
13 Planning Commission – Jenks – Written report submitted
14 Parks & Recreation Commission - Written report submitted
15 President's Report – Jenks – Written report submitted
16 BFA - O'Dwyer – Written report submitted
17 BLUA/Fire Board/Water Committee - Holmes & Gatrell. JD has written his examination
18 and we'll hear within 30 days. BLUA has done some routine replacement of equipment
19 and is in good shape financially.
20 Building Committee - Soper
21 Employee Relations Committee – Gatrell – written report submitted
22 PPIC – Jenks – no report
23 Betsey Valley Trail – Whiting – no report
24 General Public Comment
25 The Phil Mixes offered support for repair plan for washout based on experience observed
26 on their home in Florida.
27 Linda Manville thanked council for voting to hire Don Tanner.
28 Motion by Holmes, supported by O'Dwyer to adjourn. All Ayes. Meeting adjourned at 8:30 pm.

Catherine M. Anderson
Village Clerk