

1 MINUTES

2 Special Meeting of the Elberta Village Council

3 401 First Street (Community Building) Elberta

4 October 1, 2016

5 1:00 PM

6  
7 Call to Order at 1:05 pm

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

9 Agenda: Cathy Anderson's salary for additional duties beyond Clerk.

10 Discussion:

11 Jenks requested that the September 16, 2016 resignation letter from Cathy Anderson be entered  
12 into the minutes. *Attached at end* Jenks also requested that an e-mail from Jenks to the Clerk be  
13 entered into the minutes. *(Note, as the e-mail was not provided to the other Council members*  
14 *prior to or during the meeting, and as it was not read out loud at the meeting, it has not been*  
15 *included in the minutes).*

16 Jenks questioned need for Special meeting and why issue couldn't wait until Regular October  
17 Council Meeting. Gatrell stated the urgency was an attempt to resolve the issue of additional  
18 salary for Cathy Anderson before she found other employment. Further discussion was held  
19 regarding the nature of the compensation and the description of additional duties.

20 Jenks read Clerk and Treasurer wage resolution from September 17, 2015 *attached at end.*

21 Additional discussion included statements from public attending meeting.

22 Motion by Soper, supported by Holmes to offer Catherine Anderson \$15,000 per year for work  
23 above and beyond the duties of Village Clerk. This work would include, but not be limited to:  
24 information technology and website management; drafting documents such as ordinances,  
25 policies, and procedures for attorney and Council review; drafting capital improvement plans to  
26 support the budget; and project management of infrastructure improvements. Roll call: Gatrell –  
27 Aye, Holmes – Aye, Soper – Aye, Jenks – Nay, O'Dwyer – Absent. Motion passed.

28 Public Comment was heard from Sue Oseland, Emily Votruba, Linda Manville, Robin Rommell,  
29 and Christeen Kibby Crawford.

30 Issue of Ms. Anderson's registration to be addressed at the October Regular Council Meeting.

31 Motion to adjourn by Soper, supported by Jenks. All ayes.

32 Meeting adjourned.

Mary Kalbach  
Deputy Village Clerk

September 15, 2016

Elberta Village Council  
151 Pearson St  
Elberta, MI 49628

Dear Council Members,

Please accept this as notice of my resignation from the position of Village Clerk and all other Village assignments authorized by Council, including, but not limited, to the Parks and Recreation Commission and Project Manager for the Water and Sewer improvements. My last day in service to the Village of Elberta will be September 30, 2016.

Sincerely,



Catherine M. Anderson

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September Regular Meeting of the Elberta Village Council

Clerk and Treasurer Wage Resolution

WHEREAS the Village of Elberta is operating in a deficit condition with reduced hours and pay for the Village Clerk and Village Treasurer

WHEREAS the Village operations may require additional effort from the Village Clerk and Treasurer to perform activities above and beyond those specified in the Michigan General Law Village Act

NOW THEREFORE LET IT BE RESOLVED that the Village Clerk is a salaried position with compensation of \$16640 per annum representing a nominal 20 hours per week for 52 weeks of the year. Such compensation is for duties pursuant to MCL 64.5-64.8. Village work performed in addition to the duties specified in MCL 64.5-64.8 shall be compensated at \$16/hr prorated for each 1/4 hour.

NOW THEREFORE LET IT BE RESOLVED that the Village Treasurer is a salaried position with compensation of \$15600 per annum representing a nominal 20 hours per week for 52 weeks of the year. Such compensation is for duties pursuant to MCL 64.9-64.10. Village work performed in addition to the duties specified in MCL 64.9-64.10 shall be compensated at \$15/hr prorated for each 1/4 hour.

Adopted and approved this 17th Day of September, 2015



Village Clerk