

1 MINUTES  
2 Special Meeting of the Elberta Village Council  
3 401 First St (Community Building) Elberta  
4 June 2, 2017  
5 6:00 PM  
6

7 Call to Order at 6:02 pm by President Pro Tempore O'Dwyer

8 Roll Call. Present: Joyce Gatrell, Ken Holmes, Holly O'Dwyer, Bill Soper. One Vacancy  
9 Trustee Holmes stated a conflict of interest with Agenda item 1 as his granddaughter is one of  
10 the applicants for Village Clerk.

11 Agenda

- 12 1. Appointment of new Village Clerk. Two applicants were interviewed for the Village  
13 clerk, both were well qualified. The interview panel recommended that Erin Johnson be  
14 appointed as Village Clerk. Motion by Soper, supported by Gatrell to appoint Erin  
15 Johnson as Village Clerk with a start date of Monday June 5th. Ms Johnson will be  
16 compensated at \$14/hr for 20 hours per week with mandatory hours from 9 am to 1 pm  
17 on Thursdays. She will be subject to a performance review after 90 days. Roll call:  
18 Gatrell - Aye, O'Dwyer - Aye, Soper - Aye, Holmes - Recused. Motion carried.
- 19 2. Village Street Funds restructuring. MDOT is now requiring recipients of Act 51 money  
20 to conduct a performance audit. The Village Act 51 performance audit was conducted in  
21 conjunction with the annual audit at the end of April and highlighted issues with  
22 unallowable expenses currently in the Major and Local Streets Funds. The Clerk  
23 proposed creating a new Municipal Street Fund, Fund 204 to use for street and garage  
24 related expenses that are not allowable under Act 51. Motion by Soper to approve the  
25 reorganization of the Village Street Funds as proposed by the Clerk, supported by  
26 Holmes. All ayes. Motion carried.
- 27 3. Budget Amendments. Motion by Soper, supported by Holmes to approve budget  
28 amendments to reallocate funds among the Major, Local, and Municipal Street Funds and  
29 to approve a Water Fund budget amendment. Roll call: Gatrell - Aye, Holmes - Aye,  
30 O'Dwyer - Aye, Soper - Aye. Motion carried.
- 31 4. Village participation in Brownfield project. The Village owns a two (2) foot wide strip of  
32 land, Parcel ID 06-501-086-00, under which an old railroad car is buried. This strip of  
33 land is adjacent to the property being acquired by Jim Barnes and the subject of a Benzie  
34 County Brownfield Authority project. Motion by Holmes, supported by Soper to have  
35 the Village property, 06-501-086-00 included in the BRA Phase I and Phase II  
36 Environmental Assessments, Baseline Environmental Assessment and Due Care Plan.  
37 All ayes, motion carried.

38 No public comment was offered.

39 Motion by Soper, supported by O'Dwyer to adjourn. Meeting adjourned at 6:29 pm.



Catherine M. Anderson  
Village Clerk