

MINUTES

Regular Meeting of the Elberta Village Council
401 First St (Community Building) Elberta
May 17, 2018
7:00 PM

Call to Order at 7:03 pm by President O'Dwyer

Pledge of Allegiance

Roll Call. Present: Ken Holmes, Holly O'Dwyer, Bill Soper, Joyce Gatrell, Jennifer Wilkins

The April Regular Council Meeting Minutes were discussed. Motion by B. Soper, seconded by K. Holmes, to approve the Minutes of April 19, 2018 Regular Council Meeting as amended.

Ayes - B. Soper, K. Holmes, H. O'Dwyer. Nays - J. Gatrell, J. Wilkins. Motion Carried

Motion by B. Soper, seconded by K. Holmes, to approve Agenda as amended. All Ayes.

Motion Carried.

No Conflict of Interest.

Correspondence:

Received a letter from Ragnar Relay. They will be in our area on September 28th & 29th.

Received an email from Frank Post regarding a meeting to discuss and update the Incident

Action Plan for the upcoming Frankfort Area Independence Day activities. Interested parties should attend.

Email from Jon & Sue Keillor regarding Use hours at the Elberta Beach & Overlook.

Recommend closing the areas between the hours of 11 pm and 4 am. They feel that a noise ordinance won't be effective.

Public Input:

Rosemary Stewart - agreed with Keillor's on the closing hours for the beach and overlook.

This will give law enforcement a basis to check & patrol these areas.

Robin Rommell - also agrees with the concerns. As it stands now, law enforcement has no grounds for doing anything, because the beach is open 24 hours a day.

Kristi Mills - camping is happening at the ELSS in the parking lot.

Approval of Bills. Motion by J. Wilkins, seconded by K. Holmes, to approve paying Fleis & Vandenbrink \$6,955.83 & Elmer's \$250,468.82, total \$257,424.65 for the USDA Pay Draw for April. Roll Call: Yes - Soper, Gatrell, Holmes, Wilkins, O'Dwyer. Motion Carried. Motion by K. Holmes, seconded by J. Wilkins to pay the attorney bill. Holly recommended not to approve.

Directed the clerk to write a letter to the attorney to say that only the President has authority to call, not a resident. Ayes - Gatrell, Holmes, Wilkins. Nays - Soper, O'Dwyer. Motion Carried.

Motion by K. Holmes, seconded by J. Gatrell, to approve paying Vanderwall Spratto & Richards PC in the amount of \$1,949.50. Roll Call: Ayes - Soper, Gatrell, Holmes, Wilkins, O'Dwyer.

Motion Carried. Motion by K. Holmes, seconded by B. Soper, to approve the bills on the check register. All Ayes. Motion Carried.

Financial Report was received and accepted. Sewer Amendments are to be ready for the June Council Meeting.

1 **Old Business**

- 2 1. Community Building - Motion by K. Holmes, seconded by J. Gatrell, to continue the
3 cleaning once a month with a cap of \$100 a month. All Ayes. Motion Carried.
4 2. Code Enforcement - R. Rommell spoke on that the council had approved moving forward
5 with looking for a part time Code Enforcement Officer. The Planning Commission
6 interviewed Michael Lane. He understands code enforcement from past experiences. He
7 will be able to be strong but not confrontational. The Village has a history of no code
8 enforcement, so it is unfair to send someone a citation. We will send a letter to the
9 residents stating that we now have a code enforcement officer and will now enforce
10 ordinances. The Planning Commission asked for council approval to hire Michael Lane
11 under the conditions as approved at April's meeting. J. Wilkins asked for a copy of the
12 Citizen Complaint form & Warning letter, not in the council packet. R. Rommell gave
13 her a copy.

14 J. Wilkins asked how would the noise at the beach be enforced? Answered: most likely
15 by law enforcement.

16 The Junk Ordinance was the most vocalized to the Planning Commission. That is the one
17 they will focus on. The Planning Commission saw the Junk & Beach issues as 2 separate
18 issues.

19 Motion by K. Holmes, seconded by B. Soper, to approve the hiring of Michael Lane as
20 the part time code enforcement officer as recommended by the Planning Commission, as
21 outlined in the proposal, line item in the budget 101-721-70200 Wages. Roll Call: Yes -
22 Soper, Gatrell, Holmes, Wilkins, O'Dwyer. Motion Carried. Holly thanked Robin for all
23 of her work.

24 **New Business**

- 25 1. Gourdie-Fraser Bid for Water & SCADA -Jennifer Hodges from GF explained the bids
26 and recommendations. Motion by K. Holmes, seconded by J. Gatrell, as recommended by
27 Gourdie-Fraser to increase the loan amount up to \$385,000, approve the bid for AJ's
28 Excavating including asphaltting the drive to the tank and approve the base bid for Top
29 Line Electric. Roll Call: Yes - Soper, Gatrell, Holmes, Wilkins, O'Dwyer. Motion
30 Carried.
31 2. Credit Card - Discussion about the credit card not being paid for May. Chris was denied a
32 purchase and had to use his personal credit card. The bill wasn't coded while Becky was
33 gone. It had been set aside for contacting Bank of America to add Becky to the account.
34 This was done while Becky was gone. Council directed the clerk to get a new account/ 2
35 cards, one for Chris & one for Becky only. Motion by K. Holmes, seconded by B. Soper,
36 to have Becky get 2 cards, one for Chris & one for Becky. All Ayes. Motion Carried.
37 3. Beach Signs - discussion signs still needed, signs that were ordered. Still need a sign for
38 "Temporary Road Closed" & possible "Quiet Hours for Beach are". Need to have the
39 exact wording. The Health Department Grant allows some money for signs. Motion by J.
40 Wilkins, seconded by K. Holmes to purchase 6 signs from DA Designs: 2 - VOE Quiet
41 Hours & 4 - No Motorized Vehicles on Dunes or Beach. All Ayes. Motion Carried.
42 4. Village Park Signs - Motion by J. Wilkins, seconded by B. Soper,
43 accept the quote for 4 signs from Amor in the amount of \$6,658.00, use the Health Grant

- 1 first & split the rest, half from Waterfront 101-752-78600 and half from Penfold Park
- 2 101-751-78600, also add "Elberta" to the LSS sign. Roll Call: Yes - Soper, Gatrell,
- 3 Holmes, Wilkins, O'Dwyer. Motion Carried.
- 4 5. Park Fund Budget Amendment. Motion by K. Holmes, seconded by J. Gatrell, to approve
- 5 the Elberta South Dunes budget Amendment of Park Fund 208, Dept. 756 Elberta Dunes
- 6 South to add an additional \$100 to line item 9300 Repairs/Maintenance and add an
- 7 additional \$50 to line item 95500 Miscellaneous and ADD line item 78600 Signs with the
- 8 amount of \$200 in it. All Ayes. Motion Carried.
- 9 6. Water Service Ordinance - K. Holmes will speak with C. Pritchard regarding meters and
- 10 ordinances. Send plumbing questions to Ken.
- 11 7. Change Order for Sewer Project - Motion by K. Holmes, seconded by J. Gatrell, to
- 12 approve the change order recommended by Ken Mlcek for replacing the auto dialer
- 13 phone for the sanitary pump station. All Ayes. Motion Carried.
- 14 8. Sign posting for work bee - clerk to be directed on time frame of posting and what type
- 15 and make sure that the sign is within our ordinance. Becky will contact Lori.
- 16 County Commissioner – G. Sauer - oral report - Congratulations to us for receiving grants.
- 17 There have been issues the road commission on the pruning along side roads. They have been
- 18 asked to reconsider how they prune. Working on an operating agreement with the Maples
- 19 and the county. There will be a Memorial Day Ceremony at noon at the Veteran's Park.
- 20 Betsie Valley Trail met. They were able to secure a \$30,500 grant for signage. The
- 21 Conservancy want to build a walkway at Railroad Point.
- 22 DPW – C. Pritchard. Written report was provided.
- 23 Planning Commission - K. Holmes. Code Enforcement Officer.
- 24 Parks & Recreation Commission - B. Soper. Written report.
- 25 BFA - H. O'Dwyer. Oral report. Accountant training complete.
- 26 BLUA/Fire Board/Water Committee - K. Holmes & J. Gatrell. No meeting.
- 27 Personnel Committee - H. O'Dwyer. No report.
- 28 Building Committee – B. Soper. No report.
- 29 Beach Committee - J. Wilkins. Signs.
- 30 Grants - R. Rommell. Written report. Have an agreement for June meeting.
- 31 ELSS - K. Mills. Oral report. Busy season has started. Article in My North Wedding Guide,
- 32 page 5. Someone is interested in hosting an outdoor yoga class on the lawn. First rental will
- 33 be May 27th. Spring cleaning needs to be done. Theo is almost ready. The front entrance,
- 34 still needs some work and there is poison ivy to be removed. Spectrum Health will be here in
- 35 September for a mid week conference. Want us to check into purchasing a phone for the
- 36 ELSS in future anticipation. There has been a cancellation for August 3rd. Approve that
- 37 Kristi go ahead clean the ELSS for the beginning of the season.
- 38 Zoning Administrator/Code Enforcement Officer report - H. O'Dwyer. No report.
- 39 No Announcements
- 40 Public Comment:
- 41 Rosemary Stewart- Thank you for putting everything together for the beach. Encourage the
- 42 beach closure for 11 pm - 4 am.

- 1 Robin Rommell - Agrees. Would like to see an amendment to the beach ordinance for the Beach
- 2 closure. Put this on the June Agenda. She thinks that there will be the same issues if there are no
- 3 closed hours for the beach. She would like to see encouraging signs regarding the temporary
- 4 closures, changes & progress in the park. She appreciates all that has been done.
- 5 Kristi Mills - There is an old sign by the ELSS that needs to be removed.
- 6 Adjournment: meeting adjourned at 9:58 PM.
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