

MINUTES

Regular Meeting of the Elberta Village Council
401 First St (Community Building) Elberta
July 19, 2018
7:00 PM

Call to Order at 7:00 pm by President Pro Tem Wilkins.

Pledge of Allegiance

Roll Call. Present: Ken Holmes, Bill Soper, Joyce Gatrell, Jennifer Wilkins

Absent: Holly O'Dwyer

The June Regular Council Meeting Minutes were discussed. Motion by K. Holmes, seconded by B. Soper, to approve the Minutes of June 21, 2018 Regular Council Meeting as amended. Ayes - B. Soper, K. Holmes, J. Gatrell, J. Wilkins. Nays - none. Motion Carried. The June Special Meeting Minutes were discussed. Motion by B. Soper, seconded by K. Holmes, to approve the Minutes of the June 30, 2018 Special Council Meeting as amended. All Ayes. Motion Carried. Motion by J. Gatrell, seconded by K. Holmes, to approve Agenda as amended. All Ayes. Motion Carried.

No Conflict of Interest.

Correspondence:

Received an email from Bill Kennis (Benzie Bus) - regarding the 4th of July. Pleased with the bus service & other talk was positive. Clerk will archive the information & resolution for next year. Clerk will send a "Thank you" to those that helped with the 4th of July. J. Wilkins will provide a list.

Robin Rommell sent a letter regarding the council holding a public hearing on the Elberta Beach closing. The letter will be read under New Business.

FOIA request from Eric VanDussen.

Request from Ed Higgins to replace his 3 peach trees that were cut down. Added to New Business.

Public Input:

No Public Input

Approval of Bills. Motion by K. Holmes, seconded by B. Soper, to approve paying the bills on the check register in the amount of \$110,032.08. Roll Call: Soper-yes, Gatrell-yes, Holmes-yes, Wilkins-yes. Motion Carried.

Financial Report was received and accepted.

Old Business

1. Loan Emergency Sewer Repair:

A. Resolution #2018-015, read by J. Wilkins. Motion by K. Holmes, seconded by J. Gatrell, to approve Resolution Approving Installment Purchase and have President O'Dwyer sign Resolution #2018-015. Roll Call: Soper-yes, Gatrell-yes, Holmes-yes, Wilkins-yes. Motion Carried.

1 B. Motion by B. Soper, seconded by K. Holmes, to approve Installment Purchase
2 Contract and have President O'Dwyer sign. Roll Call: Soper-yes, Gatrell-yes, Holmes-
3 yes, Wilkins-yes. Motion Carried.

4 C. Motion by B. Soper, seconded by K. Holmes, to approve the Closing Certificate and
5 have President O'Dwyer sign. Roll Call: Soper-yes, Gatrell-yes, Holmes-yes, Wilkins-
6 yes. Motion Carried.

7 **New Business**

8 1. Attorney Communication - Jen and Becky are working on Policy & Procedures and will
9 need to contact the Village's Attorney. Motion by B. Soper, seconded by K. Holmes, to
10 allow President (H. O'Dwyer), President Pro Tem (J. Wilkins) and Clerk (B. Addis) to
11 contact the Village Attorney. All Ayes. Motion carried.

12 2. Cell Phone - Motion by B. Soper, seconded by J. Gatrell, to issue the remaining village
13 cell phone to the ELSS Manager, Kristi Mills. All Ayes. Motion carried.

14 3. Light Pole Banner Project - The Village Beautification fundraiser has \$2474.84 available
15 to help with the purchase of 9 banners. Motion by B. Soper, seconded by J. Gatrell, to
16 approve the purchase of 9 banners: 3 Welcome to Elberta, 3 Visit Elberta Beach & 3
17 Biking/Kayaking. Roll Call: Soper-yes, Gatrell-yes, Holmes-yes, Wilkins-yes. Motion
18 Carried.

19 4. MML Renewal Policy - Increased by the amount of \$388. Motion by K. Holmes,
20 seconded by B. Soper, to have Clerk respond to approve the issue of the Renewal Policy
21 in the amount of \$7429.00. Roll Call: Soper-yes, Gatrell-yes, Holmes-yes, Wilkins-yes.
22 Motion Carried.

23 5. 2017 Water Quality Report - Motion by B. Soper, seconded by K. Holmes to approve the
24 report and have Clerk post it. All Ayes. Motion carried.

25 6. Elberta Beach Public Hearing - R. Rommell read her letter. Council would like some
26 research done. Clerk was directed to research the cost of a Mediator. Sarah Lucas was
27 recommended. Looking at a questionnaire for residents. Council wants to do what the
28 Residents of Elberta want. Motion by K. Holmes, seconded by J. Gatrell, to table to
29 August Council Meeting. All Ayes. Motion carried.

30 7. Key Policy - K. Mills spoke that there is some unknown traffic in the ELSS. The deadbolt
31 doesn't always work to keep unauthorized people out. Clerk was directed to look into the
32 cost of getting combination locks for the doors. Motion by K. Holmes, seconded by J.
33 Gatrell, for only the ELSS Manager (K. Mills) & DPW Superintendent (C. Pritchard) to
34 have keys to the ELSS. Roll Call: Soper-yes, Gatrell-yes, Holmes-yes, Wilkins-yes.
35 Motion Carried. It was also stated that unauthorized people are in the office and there
36 have been computer issues. Only 3 people should have access to the office - treasurer,
37 clerk & dpw. DPW directed to look into tracking who enters the building. Motion by K.
38 Holmes, seconded by J. Gatrell, for only the treasurer, clerk & dpw to have access to the
39 office. All Ayes. Motion carried.

40 8. ELSS Rental Contract Cancellation - K. Mills spoke about the contract and the renter
41 wanting to cancel. It mentioned that a change of date could be made in order to not
42 cancel. Send a copy of the contract with the cancellation policy highlighted and a copy of
43 the minutes. Motion by K. Holmes, seconded by J. Gatrell, to follow the contract and not
44 refund the \$500. All Ayes. Motion carried.

- 1 **9.** Ed Higgins' Peach Trees - E. Higgins would like the 3 peach trees that were cut down
2 replaced. Tabled until August meeting so Chris can get a better price on peach trees than
3 \$50 each from Crystal Gardens.
- 4 **10.** Council Committees - President Pro Tem added a Policy & Procedure Committee and
5 appointed J. Wilkins & B. Addis to this committee. K. Holmes & J. Wilkins (replacing J.
6 Gatrell) were appointed to the Water/Sewer Committee. Removed Elberta Beach
7 Committee from the Agenda. This committee will update through the Parks & Rec
8 Committee. Removal of S. Oseland from the Personnel Committee due to conflict of
9 interest. Motion by B. Soper, seconded by J. Gatrell, to approve these changes. All Ayes.
10 Motion carried.

11 **Reports**

12 County Commissioner – G. Sauer - oral report - There are issues at the jail. Inmates from
13 Traverse City were sent back. Working on the budget. They are very close to not having to
14 use money from the general fund. The Road Commission will be interviewing for a
15 superintendent. They would like to promote from within. Work on Marshall Road was
16 started. Talk about putting a Resource Officer in both Frankfort & Benzie Central Schools.
17 This will go on the November Ballot. Cost will be \$285,000. The EMS director resigned
18 effective August 2nd. There will be an interim in the meantime. Bob Roeloffs was awarded
19 Volunteer Veteran of the Year.

20 DPW – C. Pritchard. Written report was provided.

21 Planning Commission - K. Holmes. No meeting.

22 Parks & Recreation Commission - B. Soper. Written report.

23 BFA - H. O'Dwyer. No report.

24 BLUA/Fire Board/Water Committee - K. Holmes & J. Gatrell. New roof, other than that, all
25 things are good shape.

26 Personnel Committee - H. O'Dwyer. No report.

27 Building Committee – B. Soper. New roof was put on the Community Building.

28 Elberta Beach Committee - J. Wilkins. No report.

29 Grants - R. Rommell. No report.

30 ELSS - K. Mills. Oral report. In full swing, 21 remaining for this season and 9 contracts for
31 2019 with more to show. Proposed a small increase of the rental fee of \$100. Theo is
32 working hard at ELSS, working on the benches, sprayed weed killer around the deck.
33 Reiterated that the building is being left unlocked. K. Mills took the old sign down that
34 needed to be removed.

35 Zoning Administrator/Code Enforcement Officer report - B. O'Dwyer & M. Lane. No report.

36 No Announcements:

37 Walking fitness at the Waterfront Park, signs are posted.

38 Reminder about council vacancies and that petitions need to be in by July 24th at 4 pm.

39 Public Comment:

40 Michele Cannaert asked for permission from the Village to use the sidewalk from the Post Office
41 to the Barber Shop area for an arts/craft sale. Will encourage garage sales that weekend. Council
42 approved the use of the sidewalk.

1 R. Rommell spoke about the rumor of unauthorized people being in the office. As her name was
2 linked to the rumor. She stated that she was not in the village building. She was very upset at the
3 rumor and that no one went to her to ask if it was her in the first place. It was 2 others and that
4 they were in the garage with Chris getting water & being shown how to use the tank for watering
5 the village flowers. Informed us that it will be difficult getting and keeping volunteers, if they are
6 treated this way.

7 Adjournment: meeting adjourned at 9:08 PM.

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