

MINUTES

Regular Meeting of the Elberta Village Council
401 First St (Community Building) Elberta
October 18, 2018
7:00 PM

Call to Order at 7:00 pm by President O'Dwyer.

Pledge of Allegiance

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

Absent: Joyce Gatrell

The September 20, 2018 Regular Council Meeting Minutes were discussed. Motion by B. Soper, seconded by J. Wilkins, to approve the Minutes of September 20, 2018 Regular Council Meeting Minutes as presented. Ayes - B. Soper, K. Holmes, H. O'Dwyer, J. Wilkins. Nays - none. 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 an email from Rob Frankenberger regarding the water bill for his apartments.

Moved to New Business.

Public Input:

A request by Sue Keillor for a small explanation for the Old & New Business Agenda Items to accompany the agenda at council meetings for the public. This was put on the back of the Public Agenda.

Approval of Bills. Motion by J. Wilkins, seconded by K. Holmes, to approve paying the bills on the check register in the amount of \$9,779.84. Roll Call: Soper-yes, O'Dwyer-yes, Holmes-yes, Wilkins-yes. Motion Carried. Motion by J. Wilkins, seconded by B. Soper to approve paying Chris' Bank of America bill of \$1,295.67. All Ayes. Motion carried. Roll Call: Soper-yes, O'Dwyer-yes, Holmes-yes, Wilkins-yes. Motion by J. Wilkins, seconded by B. Soper, to pay Becky's Bank of America bill of \$1,129.59. All Ayes. Roll Call: Soper-yes, O'Dwyer-yes, Holmes-yes, Wilkins-yes. Motion carried. Motion by B. Soper, seconded by K. Holmes, to pay the Kuhn Rogers' bill in the amount of \$2,115.00. Roll Call: Soper - yes, O'Dwyer - yes, Holmes - yes, Wilkins - no. Motion carried. Update was given on the water project which Holly read the report from Jennifer Hodges. Kyle from Gourdie Fraser was present to answer questions and explain an issue and what was going to be done about it. The contractor will work with DPW to coordinate and fix the issue with one of the water lines. Motion by J. Wilkins, seconded by K. Holmes, to approve the USDA Water Improvement Project request for payment in the amount of \$64,214.31. Roll Call: Soper-yes, O'Dwyer-yes, Holmes-yes, Wilkins-yes. Motion carried.

Financial Report was received and accepted.

1 **Old Business**

- 2 1. Budget Amendments - Jen explained the amendments, thanked Roxanne from the State
3 Treasury for her help, and that we wanted to separate the grants into their own
4 departments; Penfold Park Grant, Waterfront Park Grant and separated out the Elberta
5 Life Saving Station. Ken added that a new water line will need to be dug for Penfold
6 Park. Motion by B. Soper, seconded by K. Holmes, to approve the FY2019 Budget
7 Amendments. All Ayes. Roll Call: Soper=yes, O'Dwyer=yes, Holmes=yes, Wilkins=yes.
8 Motion carried.
- 9 2. Acre St. - Estimates were presented from Kerby's on the replacement of Asphalt on Acre
10 St., repair of road on Bigley & Glen and the road extension on Acre St. Bill asked about
11 getting another bid. Holly & Ken stated that if we waited, the projects wouldn't get done
12 until spring. We would like to get it done this fall. Motion by K. Holmes, seconded by J.
13 Wilkins, to approve the estimate of \$11,274.00 from Kerby's for the replacement of the
14 asphalt on Acre St. All Ayes. Roll Call: Soper=yes, O'Dwyer=yes, Holmes=yes, Wilkins=
15 yes. Motion carried. Motion by K. Holmes, seconded by B. Soper, to approve of the
16 estimate from Kerby's of \$2,100.00 for the patch on Bigley & Glen. All Ayes. Roll Call:
17 Soper=yes, O'Dwyer=yes, Holmes=yes, Wilkins=yes. Motion carried. Motion by J.
18 Wilkins, seconded by B. Soper, to approve the estimate from Kerby's of \$8,950.00 for the
19 extension of Acre St. All Ayes. Roll Call: Soper=yes, O'Dwyer=yes, Holmes=yes,
20 Wilkins=yes. Motion carried.

21 **New Business**

- 22 1. Personal Tax - H. O'Dwyer wanted the council to know how much was collected
23 (\$2156.75) and how much was delinquent (\$415.58).
- 24 2. Real Estate Property Tax - H. O'Dwyer wanted the council to know how much was
25 collected (just over \$65,000) and how much was delinquent (just over \$9200).
- 26 3. Speed Bump - The Parks & Rec Committee is recommending the purchase of 2 speed
27 bumps for Furnace Ave. to help slow down traffic. These are seasonal and can be
28 removed and stored for the winter. Chris & Jen measured Furnace Ave. It is 25 feet
29 across. Motion by J. Wilkins, seconded by B. Soper, to purchase one 22.5 ft. speed hump
30 at \$1,538.85 + shipping and handling (202-463-93000), and a second one in the spring
31 during the next fiscal year. All Ayes. Roll Call: Soper=yes, O'Dwyer=yes, Holmes=yes,
32 Wilkins=yes. Motion carried.
- 33 4. Water Bill - the new owner of the house on Crapo St. would like to have the late fees
34 removed from the past due water bill. They are agreeing to pay the past due water bill
35 from the previous tenant. Council agreed. No motion required.
- 36 5. Benzie County Road Commission - the Village does signs a contract with the County
37 Road Commission every year to have them as a back-up for snow plowing. Motion by J.
38 Wilkins, seconded by K. Holmes, to agree to the contract, add the County Road
39 Commission to our liability insurance and have the president of the council to sign the
40 contract.
- 41 6. Northern Pump & Well - received the inspection of the wells and the recommendations
42 for Well #2. Bill would like more info from Chris. The roof of the Well house #2 will
43 need to be removed to have the cleaning done. Tabled to next month.

- 1 7. Council Meeting date change - November Council Meeting was changed from Thursday,
2 November 15th to Wednesday, November 14th, 7 pm at the Community Building.
3 8. Rob Frankenberger - Holly read his letter. Mr. Frankenberger would like to have the
4 ready-to-serve for the sewer removed for each of his apartments. He would still pay the
5 ready-to-serve fee for each for water. Council agreed. Motion by B. Soper, seconded by
6 K. Holmes, to agree to the terms as stated in Mr. Frankenberger's letter to just have the
7 ready-to-serve fee (5) on the water and not the sewer(1) portion of the bill. All Ayes.
8 Motion Carried.

9 **Reports**

10 County Commissioner – G. Sauer - oral report - Committee appointments were listed in the
11 paper, looking for those interested to be on the committees. 5 Unions went to contract, some
12 were given 3 year contracts. Road Commission has gone back to a 50% match. Expect extra
13 Act 51 money. Health Department is celebrating 23 years. Retirements are happening.
14 Raising permit fees by 1%. Their health insurance went up 9%. Attended the MERS
15 conference. Thompsonville has completed their water project. A forester came in to speak on
16 the issue with loggers and destroying seasonal roads. He covers a 5 county area. Benzie
17 County has 1000 acres logged each year. 20% goes to the DNR for firefighting equipment.
18 Next, they would like someone from the Health Department to give a discussion on what
19 they offer. Sold the excess recycling bins, kept 2.

20 DPW – C. Pritchard. Written report was provided. Jen wanted to know if Chris can be at the
21 next meeting, she has questions.

22 Planning Commission - K. Holmes. No report. Upcoming Public Hearing on October 25th.

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

24 BFA - H. O'Dwyer. No report. Chris & Holly have been doing a preliminary mapping for
25 televising the sewer lines.

26 BLUA/Fire Board/Water Committee - K. Holmes & J. Gatrell. Discussion of the DEQ fine.
27 BLUA was fined \$7,200 for the Chlorinator not making a switch over to the sewer on a
28 Sunday or early Monday morning. This has been taken care of.

29 Personnel Committee - H. O'Dwyer. No meeting.

30 Building Committee – B. Soper. No report.

31 Water/Sewer - J. Wilkins & K. Holmes. Chris ordered more water meters. Working on
32 updating ordinances and policies.

33 Grants - R. Rommell. Written. Met with the DNR Trust Fund people & Chris Sullivan. Holly
34 explained that the engineering firm is getting prices on different portions of the project. Will
35 get a list of priorities and do the most important ones, including remove the barrier. The
36 DNRTF will not fund road work.

37 ELSS - K. Mills. Not in attendance, but reported that there are a few more reservations for
38 next year.

39 Zoning Administrator/Code Enforcement Officer report - B. O'Dwyer & M. Lane. Mike did
40 not have much to do for the past month regarding code enforcement.

41 Policy & Procedure Committee - J. Wilkins. Working on the Water Meter Policies.

1 President's Report - H. O'Dwyer. We did receive a fine from the DEQ. They are willing to
2 take 20% off. We can file for hardship. We are waiting for MiRWA to meet with Chris on
3 the implementations that the DEQ wants the village to do and the cost of maintaining those
4 implementations.

5 Announcements:

6 None.

7 Public Comment:

8 J. Keillor questioned about the beach parking and the expansion of the parking area.

9 Adjournment: meeting adjourned at 8:26 PM.

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