

FINAL

Regular Meeting of the Elberta Village Council  
401 FIRST STREET | ELBERTA MI 49628  
December 16, 2021 @ 7pm

**Call to Order at 7:01 pm by President Wilkins**

**Pledge**  
**Roll Call:** Jennifer Wilkins – Present | Ken Holmes – Present | Bill Soper – Present | Molly Biddle - Present

**Audience:** Roberta Benedict (Clerk) | Mary Kalbach (Treasurer) | Kristi Mills (ELSS) | Gary Sauer (County Commissioner) | Bill Kennis (Benzie Bus) | sign in sheet

**Minutes: Motion to approve** November 18, 2021 **Regular Council Meeting Minutes** by Bill Soper; Seconded by Ken Holmes. **All Ayes** – Motion Carried.

**Motion to approve** December 9, 2021 **Council Meeting Minutes**

- *Special Meeting of the Elberta Village Council and Planning Commission with presentation only @ 3pm (#1)-* by Ken Holmes; Seconded by Molly Biddle. **All Ayes** – Motion Carried.
- *Special Meeting of the Elberta Village Council @ 5:30pm (#2)-*Elberta Beach Scope of Work Change Authorization by Molly Biddle; Seconded by Bill Soper. **All Ayes** – Motion Carried.

**Agenda:** Motion to approve the December 16, 2021 Agenda by Ken Holmes; Seconded by Molly Biddle. **All Ayes** – Motion Carried

**Inquiry of Conflict on Agenda Items:** None

**Correspondence/Presentation to Council:**

- **Benzie Bus brief annual presentation by Bill Kennis** – COVID caused decrease in bus use, deemed an essential service, received grant monies, employees chose to furlough which helped; plan for partnerships with Crystal Lake Clinic/ Paul Oliver Memorial Hospital / Benzie Senior Resources for healthcare rides.

**Approval of Bills:** Motion to approve the check register in the amount of \$31, 461.31 by Bill Soper; Seconded by Molly Biddle. **All Ayes** – Motion Carried

**Roll Call** Jennifer Wilkins **Aye**; Ken Holmes **Aye**; Bill Soper **Aye**; Molly Biddle **Aye**

**Financial Reports:** Up-to-Date Revenue & Expenditure Report Received, still on track.

**Unfinished Business**

- Discussion on the December 9, 2021 Special Meeting of the Elberta Village Council and Planning Commission with Presentation by Richard Knorr Regarding a Preliminary Design Concept for the ELHC Properties occurred. **The President stated that the ELHC property has not been purchased by RKI, nor has a permit been applied for, therefore any decision on the Preliminary Design Concept cannot be made by Planning Commission and Council.** Consulting the Village attorney and updating the Master Plan and Zoning Ordinances with a more detailed focus on the waterfront development areas was stressed.

**New Business**

1. Motion to authorize the renewal of the Elberta Life Saving Station Management Contract for Kristine Mills by Bill Soper; Seconded by Jen Wilkins. **All Ayes** – Motion Carried.
2. Motion to approve the rate increase for Park Rental Fees by Bill Soper. Seconded by Molly Biddle. **All Ayes** – Motion Carried.
3. Motion to accept the resignation of the Assistant DPW Theo Munnecke by Jen Wilkins; Seconded by Molly Biddle. **All Ayes** – Motion Carried. Theo was thanked for his dedication, hard work and excellent skill set over the last 5 summers of employment and we wish Theo the best. No one wanted to accept this resignation, it will be extremely hard to fill Theo's shoes.
4. Motion to approve the 2022 Meeting Schedule for the Elberta Village Council, Planning Commission, and Parks & Recreation Committee by Molly Biddle; Seconded by Jen Wilkins. **All Ayes** – Motion Carried.

**Reports to Council**

**County Commissioner** – Sauer / Verbal Report- Buildings & Grounds Meeting, visitor center area getting blinds; Animal Control well went to sand, now they have to hook up to Beulah water system; Blaine Meeting matching funds from road commission for township roads with a 50/50 match allowing work on smaller roads; Court Security Meeting discussion to consider keypads on all court doors and a double entry door in the clerks office area; Road Commission Henry Road access for new elementary school may need a slowdown/turn lane, need traffic study; Thompsonville purchased a "new" plow truck; Broadband Survey still underway, signs placed within the village; Joint court discussion with the change of the age consideration for trial state assistance is needed; Maples has a new administrator Nathaniel "Nate" an energetic, looks like a good fit. Merry Christmas & Happy Holidays!

**Planning Commission** – Holmes / Verbal Report – planning companies for the zoning ordinance updates have been narrowed down, final questions asked of each to include the possibility of completing the Master Plan along with the Zoning Ordinance. A decision to be made during the January Planning Commission Meeting. Discussion of the ELHC design concepts presentation occurred.

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- 1 **Parks & Recreation Commission** – Soper / See Minutes / Next Year's Meetings will be held at the park locations listed on the meeting  
2 schedule per date shown.
- 3 **DPW** – R. Biddle / See Report / Closed Park areas and bathrooms for the winter. First few go arounds with plowing  
4 **ELSS** – K. Mills / Verbal Report – 2 new contracts this week making a total of 17 for 2022 with calls still coming in for 2022 & 2023  
5 **Zoning Administrator** – J. Mills / No Report Received
- 6 **BFAC** – Wilkins / See Minutes / Budget setting nearing completion; adding ARPA money to the budget; created a new deficit payback plan  
7 **BLUA/Fire Board** – Holmes / Verbal Report / BLUA can manage the extra workload if the condominiums are ever built.
- 8 **Historical Preservation** – Wilkins & M. Biddle / Verbal Report grant for using ARPA leftover monies, may not be able to pull it off due to it  
9 needing a match of the monies from us which would have to come out of General Fund.
- 10 **Office Personnel & Grants** Wilkins & Holmes (DPW), Biddle (Office) / See Minutes Personnel Report  
11 **Water/Sewer Committee** - Wilkins & Holmes / See Minutes Water/Sewer- Elberta beach project scope of work change authorization  
12 /engineering fees; notice of intent for the DWRF project; project maintenance budget discussions occurred.
- 13 **Extended General Public Comment:** Emily Votruba asking about why there was more money in the budget.  
14 Mary responded. Jim Barnes mentioned looking into a nonprofit legal entity to aid the village with the ELHC property.
- 15 **Announcements:** A Special Council Meeting will be held on January 4, 2022 @ 4:30 pm in the Community Building  
16 to give notice of the intent to apply for financial assistance to USDA Rural Development for improvements to the Village  
17 Water System.
- 18 **Adjournment:** 7:52 pm