

**Minutes**  
**Re-Scheduled Regular Meeting of the Elberta Village Council**  
401 FIRST STREET | ELBERTA, MI 49628  
**March 3, 2022 @ 7pm**

**Call to Order & Pledge @ 7:02pm**

**ROLL CALL:** | Wilkins - present | Holmes - present | Soper - present | Fiebing - present | Votruba - present |

**Audience:** sign in sheet

**Motion to Approve** February 17, 2022, Public Hearing for FY2023 Budget and Regular Meeting of the Elberta Village Council by Ken Holmes; Seconded by Emily Votruba. All AYES - Motion Carried.

**Approval of Agenda** Motion to approve the agenda with the change of moving Gary Sauer's Report to Council to immediately following the approval of Agenda by Jennifer Wilkins; Seconded by Emily Votruba. All AYES - Motion Carried.

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

**Correspondence**

- Freedom of Information Act from Varnum Law Associates Requesting information for the properties associated with The Elberta Land Holding Company parcels, proposed developments, communications, presentations, site plans. After March 14<sup>th</sup>, Varnum accepted the extension request.

**Public Comment on Agenda Items:** NONE

**Approval of Bills:**

- Motion to Approve the **Check Register** in the amount of \$8,152.50 by Ken Holmes; Seconded by Emily Votruba. All AYES - Motion Carried. **ROLL CALL**

| Wilkins - aye | Holmes - aye | Soper - aye | Fiebing - aye | Votruba - aye

**Financial Reports:**

- **Revenue & Expenditure Report** Received and Discussed, the last report of fiscal year 2022

**Unfinished Business** - None

**New Business**

1. Documents received in packets compared and contrasted the Village's current insurance provider, Michigan Municipal League (MML), with the new option of Michigan Township Participating Plan Insurance (Par Plan) as recommended by the Village Attorney Bryan Graham. Par plans offers compensation for nonmonetary claims. A presentation was given by Adam Gandolfi, the Michigan Township Participating Plan Insurance Agent, highlighting the important areas of differences as well as the other amenities provided, such as the ability to apply for Grants through the insurance company. Council Trustees were impressed with the offerings, welcoming the security of being covered for any type of litigation that may arise. Motion to accept the Michigan Township Participating Plan Insurance "Par Plan" by Jennifer Wilkins; Seconded by Bill Soper. All AYES - Motion Carried.

**ROLL CALL**

| Wilkins - aye | Holmes - aye | Soper - aye | Fiebing - aye | Votruba - aye

2. Village of Elberta Freedom of Information Act (FOIA) Policy & Procedures and Fee Schedule. Discussion with staff on timeline of FOIA request and utilization of procedures thus far. Motion for office staff to fill out the FOIA Fee Schedule to bill Varnum Law Associates according to the Village of Elberta FOIA Itemization Form Ryan Fiebing; Seconded by Emily Votruba. All AYES - Motion Carried.
  3. Village of Elberta Records Retention Policy tabled by Jennifer Wilkins; Seconded by Ken Holmes. NO Objections
  4. Motion to approve the Resolution 2022-04 to add Acre Street Certification by Jennifer Wilkins; Seconded by Bill Soper. All AYES - Motion Carried. **ROLL CALL**
- | Wilkins - aye | Holmes - aye | Soper - aye | Fiebing - aye | Votruba - aye
5. Motion to approve the Resolution 2022-05 to add Sheridan Street Certification by Jennifer Wilkins; Seconded by Bill Soper. All AYES - Motion Carried. **ROLL CALL**
- | Wilkins - aye | Holmes - aye | Soper - aye | Fiebing - aye | Votruba - aye

## Reports to Council

**County Commissioner** – Sauer / Verbal Report – Board Meeting: Register of Deeds, Bissel, is retiring April 1, 2022; Health Department: Lisa Peacock resigned, her resignation was accepted and the Deputy Health Director to take over, still need to hire a Health Officer, but must receive permission from DHHS must approve the new hire; Discussion on a Community Connections expert you can call for assistance to help navigate DHHS from Health Issues down to Housing. Public Pools need tested for safety, we have 20 public pools. Road Commission: Owner of Lucky Dog may have a business in part of the Platte River School, looking to find alternatives to just tearing it down; Brine changed from 17% to 38% which lasts longer because it is heavier; the cost has doubled; however, the first brine will be charged the same as last year, the next brine will be 50/50. New Lift is needed in the garage–purchasing 4 new portable lifts to replace the current lift in the floor. School Safety: SRO Millage discussed. Maples: is at 67-68% Occupancy, 99% of staff have been vaccinated. Dave Early, the Chief Maintenance at Maples is retiring in ~1 year. Maples looking to change the floor plan, moving the Alzheimer Patients to a higher floor and rehab to the first.

**Planning Commission** – Fiebing / Verbal Report – SEE MEETING MINUTES – we have a meeting next week.

**Parks & Recreation Commission** – Soper / No Meetings until May

**DPW** – Wilkins / Verbal Report: Met with a realtor who is checking out a property for a client who wanted assistance with finding water / sewer lines; another to purchase land on VanBrocklin / White.

**LSS** – K. Mills / No Report

**Zoning Administrator** – J. Mills / No Report

**BFAC & Grant** – Wilkins & Votruba / Verbal Report / Emily's first budget meeting; fund paybacks in packet showing how much we paid back, hopefully within the next year we will have our 5-year Deficit Elimination Plan accepted.

**BLUA/Fire Board** – Holmes / Verbal Report

**Historical Preservation** – Fiebing & Soper / Start up in spring

**Personnel & Policy** – Wilkins & Holmes (DPW), Wilkins & Votruba (Office) / [See Personnel Reports](#) DPW will be very busy this summer

**Water/Sewer Committee** - Wilkins & Holmes / Several meetings with F & V over the DWRF funding issues.

**Extended General Public Comment:** NONE

**Announcements:** Planning Commission Public Hearing set for March 23, 2022, at 4pm in the Community Building.

**Adjournment:** 8:30pm