

# Minutes

## Regular Meeting of the Elberta Village Council

401 FIRST STREET | ELBERTA, MI 49628

April 21, 2022 @ 7pm

### Call to Order & Pledge @ 7:00pm

#### ROLL CALL:

| Wilkins - present | Holmes - present | Soper - present | Fiebing - present | Votruba - present |

**Audience:** sign in sheet not completed/ Roberta Benedict (CLERK) | Mary Kalbach – (Treasurer) | Ken Bonney (DPW) | Chris Dankert (Resident) | Tom & Teri Reisner (Residents)

**Motion to Approve** March 3, 2022, Re-Scheduled Regular Meeting of the Elberta Village Council Minutes with the reprinting on numbered pages, by Emily Votruba; Seconded by Jen Wilkins. All AYES - Motion Carried.

**Approval of Agenda** Motion to approve the agenda with the addition of the Water Fund Budget Amendment by Emily Votruba; Seconded by Ken Holmes. All AYES – Motion Carried.

**Inquiry of Conflict on Agenda Items:** President J. Wilkins will recuse herself from the room for New Business #8, for the Painting of Village Buildings & Structures

#### Correspondence

- Letter from Kevin Elsenheimer
- Email from Lisa Dunphey
- Email from Jane Dennison
- Email from David Beaton
- Email From Ryan King
- Rural Development (USDA) – Letter Per Approval and Engineering Agreement- discussed the approval will revisit in New Business.
- Email from Eric Cline State Treasury- Master Plan has been funded; submitting the Zoning Ordinance for funding approval in May, Local group may be able to assist, if not funded by the State Treasury

**Public Comment on Agenda Items:** NONE

#### Approval of Bills:

- o Motion to Approve the **Check Register** in the amount of \$50,230.23 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:

- o **Revenue & Expenditure Report** Received and Discussed the possibility of budget amendments in the future. Discussion on the Water Fund Budget Amendment for New Business #9

#### Unfinished Business

1. Motion to accept the **Freedom of Information Act Policy & Procedures & Fee Schedule Amendment** by Emily Votruba; Seconded by Ken Holmes. All AYES – Motion Carried.
2. Motion to approve **the Records Retention Policy #2022-001** with the addition of specifying that records retention is a job duty of the Village Clerk and Treasurer to the documents Policy page, by Emily Votruba; Seconded by Jen Wilkins. All AYES – Motion Carried.

#### New Business

1. **Rules of Procedure Amendment** – Motion to table for further review by Emily Votruba; Seconded by Ken Holmes. All AYES – Motion Carried - **TABLED**.
2. **Kennedy Industries Spare Sewage Pump** - Discussion regarding the necessity of a spare sewage pump. Motion to approve the purchasing of a dry pit sewage pump in the amount of \$21,125.00 to be funded from the RRI Account in the Sewer Fund by Jen Wilkins. Seconded by Ken Holmes. All AYES – Motion Carried.

#### ROLL CALL

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

3. **Bois Blanc Township Letter** – Discussion on following suit with the Bois Blanc Township Letter & Resolution to the State of Michigan Representative. Motion to draft in kind the Bois Blanc Township Letter and Resolution by Emily Votruba; Seconded by Jen Wilkins. All AYES – Motion Carried.

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- 4. Motion to approve Roberta Benedict as the **Betsie Valley Trail Representative** by Jen Wilkins; Seconded by Emily Votruba. All AYES – Motion Carried.
- 5. Motion to adopt the **Resolution 2022-06 Authorizing Notice of Intent to Issue Water Supply System Revenue Bonds** by Bill Soper; Seconded by Ken Holmes. All AYES – Motion Carried.

**ROLL CALL**

| Wilkins – **aye** | Holmes – **aye** | Soper – **aye** | Fiebing – **aye** | Votruba – **aye**

- 6. Motion to accept the **September 11, 2022, Traffic Control Order for Ironman Competition** by Emily Votruba; Seconded by Bill Soper. All AYES – Motion Carried.
- 7. Motion to **table the drafting of the Marijuana Ordinance** to gather more information by Ryan Fiebing; Seconded by Jen Wilkins. All AYES – Motion Carried. – **TABLED**.

- 8. President Wilkins recused herself from the building while discussion occurred and a Motion to hire Jennifer Wilkins in the DPW department at the rate of \$25 per hour for the Painting of all Buildings and Structures as needed within the Village of Elberta was made by Bill Soper; Seconded by Emily Votruba. All AYES – Motion Carried.

**ROLL CALL**

| Wilkins – **RECUSED** | Holmes – **aye** | Soper – **aye** | Fiebing – **aye** | Votruba – **aye**

- 9. President Wilkins returned to the meeting to discuss the **Water Fund Budget Amendment**. Motion to approve the Water Fund Budget Amendment by Jen Wilkins; Seconded by Ken Holmes. All AYES – Motion Carried.

**ROLL CALL**

| Wilkins – **aye** | Holmes – **aye** | Soper – **aye** | Fiebing – **aye** | Votruba – **aye**

- 10. **Strategy Session** (No Formal Decisions Made)- Topic discussions to occur on a quarterly basis.

- USDA LOC Elberta Water-AIS and Form RD 1940-1 and Form RD 1942-46
- Festival / Fundraiser Rental Policy
- Tree Planting Bee
- 4<sup>th</sup> of July Traffic Volunteers

**Reports to Council**

**County Commissioner** – Sauer / Verbal Report – Board Meeting: Register of Deeds, Bissel is retired, replaced by Eberhardt; Mask Mandate lifted at the Court House; New Health Department Lead; BETSIE VALLEY TRAIL: wrap up grants from Mollineaux to Tville, some trial flooding issues, but held up well. New Grants to apply for e.g. Tressel Bridge can be usable again with a little welding and new timbers; IRON MAN going all the way to Gwen Frostics with bikes, could impede the 9-11 Memorial. MAPLES new administrator wants to turn the 2<sup>nd</sup> floor into memory care; 8 people on waiting list, all Benzie County residents; move Short Term Rehab downstairs and memory care to the second floor. Groundbreaking Ceremony Benzie Central, hoping to have it completed and open in the fall of 2023. Tire Pick Up again in Frankfort, the Road Commission and Thompsonville.

**Planning Commission** – Fiebing / Verbal Report – SEE MEETING MINUTES – reviewing planning commission by-laws, preparing for the special meeting with the Planning Consultant from Beckett & Raeder.

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

**DPW** – Bonney / Verbal Report: Trees trimmed at Look Out; garbage cans are out, picking up plow chunks from around town; working on the boards/steps at the Life Saving station; Flowerpots are out. Trees purchased for throughout the Village, over 25 Elberta Peach Trees, Volunteers needed for plantings, once threat of freezing is over. Life Rings/Ropes for pier are in. Mower to Fergusons for check-up; Spring Clean-up Day is May 14, 2022, need volunteers to drive around for pickups at residents' homes; Smitty was called to complete the stumps. Working with Kerby to change two valves out & with Ken Mlcek marking all curb stops for the Lead Service Line Project prep. Cable Guy to water tower, discovered a big crack in the asphalt halfway up; needs to be sealed, if not, it will wash out under the asphalt.

**ELSS** – K. Mills / No Report – Showings scheduled

**Zoning Administrator** – J. Mills / 2 new permits; Fielding Complaints

**BFAC & Grant** – Wilkins & Votruba / Verbal Report / Deciphering of Grants in future, Audit and 5 yr. DEP prep.

**BLUA/Fire Board** – Holmes / Verbal Report/working on getting and electronic system in place, will pay for itself in the end.

**Historical Preservation** – Fiebing & Soper / No Meetings until May

**Personnel & Policy** – Wilkins & Holmes (DPW), Wilkins & Votruba (Office) / See Personnel Reports/ OFFICE: audit prep, STR, building Wi-Fi

**Water/Sewer Committee** - Wilkins & Holmes / Water Projects tasks in conjunction with DPW

**Extended General Public Comment:** Concern over the state of Elberta, the need for more code enforcing.

Carl Ness & Barb Kibby Putney passed away on Good Friday, they will be missed.

**Announcements:** Spring Clean-up May 14, 2022, 9am – 2pm, Volunteers Needed for Spring Clean-up & Tree Planting

**Adjournment: 8:54pm**