

**Minutes**  
**Special Meeting of the Elberta Village Council**  
401 FIRST STREET | ELBERTA, MI 49628 | (231) 352-7201  
**September 1, 2022 @ 5:30pm**

**Call to Order & Pledge: 5:33pm**

**Roll Call:** | Wilkins - present | Holmes - present | Soper - present | Fiebing - present | Votruba - present |

**Audience:** Roberta Benedict (CLERK) | Cathy Anderson | Bryan Graham | Tom & Terry Reisner

**Approval of Agenda** Motion to approve the agenda by Emily Votruba; Seconded by Ryan Fiebing.

All AYES – Motion Carried.

**Inquiry of Conflict on Agenda Items:** during a Closed Session, a separate set of minutes shall be taken by the clerk or designated secretary of the public body. If a closed session does occur during this meeting, the Village Clerk, Roberta Benedict, will not be present due to being the daughter of the Treasurer, for whom the subject of New Business #1 is regarding. In the absence of the clerk, the Village Council must designate a council member to take the minutes. Motion by Jennifer Wilkins, seconded by Ryan Fiebing to approve Council Trustee Emily Votruba to take the minutes during the closed meeting, if in fact a closed meeting is held. All AYES – Motion Carried.

**Correspondence:** materials received and presented in new business.

**Brief Public Comment on Agenda items:** Cathy Anderson commented on the Budget Finance Audit Committee having already approved the budget for the year, leaving her with questions regarding the financial concerns of new business #1 with the possibility of going into a closed session.

**New Business:**

- **CLOSED SESSION @ 5:36pm**

Moved by Emily Votruba, seconded by Jennifer Wilkins, to go into closed session pursuant to Section 8(h) of the Open Meetings Act, being MCL 15.268(h), to consider the written memo from our attorney dated August 29, 2022, which is exempt from disclosure by Section 13(1)(g) of the Michigan Freedom of Information Act, being MCL 15.243(1)(g), since this memo is subject to the attorney-client privilege.

- **RE-OPEN SPECIAL MEETING @ 6:01pm**

1. Motion by Emily Votruba, seconded by Ryan Fiebing to Approve a Health Insurance Stipend in the amount of \$500 per month for all full-time employees and officials, and that we make that retroactive in the case of the Village Treasurer to July of 2021.

**ROLL CALL**

| Wilkins - Aye | Holmes - Aye | Soper - Nay | Fiebing - Aye | Votruba - Aye |

2. Motion by Jennifer Wilkins, seconded by Emily Votruba to table Village Clerk and Treasurer Position per New Ordinance #42. All AYES – Motion Carried.
3. Motion by Jennifer Wilkins, seconded by Ken Holmes to table Deputy Clerk Job Descriptions. All AYES – Motion Carried.
4. Motion by Jennifer Wilkins, Seconded by Emily Votruba to table Deputy Treasurer Job Descriptions. All AYES – Motion Carried.

**Adjournment: 6:32 pm**