

FINAL

Minutes

Regular Meeting of the Elberta Village Council

401 First Street | ELBERTA, MI 49628

February 16, 2023 @ 7pm

Call to Order and Pledge: 7:00 pm

Roll Call: Jen Wilkins – PRESENT | Emily Votruba – ABSENT (excused) | Ken Holmes – PRESENT | Ryan Fiebing – PRESENT | [Vacant Seat]

Audience: Norma Corwin (Clerk/Treasurer), Teri Reisner, Mike Cederholm (Fire Chief), Ken Bonney (DPW Superintendent), Ken Mlcek (Village Engineer), Gary Sauer (County Commissioner)

Minutes and Agenda Approval

- **Motion** by Holmes **to approve the January 19, 2023, Regular Council Meeting Minutes.** Seconded by Wilkins with no changes. ALL AYES. **Motion passed.**
- **Motion** by Wilkins, seconded by Holmes, **to approve the February 16, 2023, Regular Meeting Agenda** with these additions: (1) to Correspondence, "letter from David Radtke regarding 259 Furnace Ave sewer issue"; (2) to NB1, add (B) Authorize President to Sign Contract for Emergency Work; (3) add to NB3, "Termination of Deputy Clerk for Dereliction of Duty and Removal from Village Bank Accounts at State Savings Bank." **ALL AYES. Motion passed.**

Inquiry of Conflict on Agenda Items: None

Correspondence

- **Rebecca Hubers, Emergency Manager** – Letter of recognition of professional excellence during Feb. 4 water main break.
- **Andy Granskog, USDA** – Letter regarding Emergency Water Main Break
- **David Radtke** – Letter regarding 259 Furnace Avenue sewer issue

Brief Public Comment on Agenda Items None

Approval of Bills

- **Motion** by Holmes **to approve the Check Register in the amount of \$14,862.49.** Seconded by Wilkins.
ROLL CALL – Fiebing AYE | Holmes AYE | Votruba ABSENT | Wilkins AYE. All AYES. Motion passed.

Financial Reports

- Rev/Exp sheet reviewed. Draft budget is ready for hearing 2/23.

Unfinished Business

1. **2022 Flex Hours Payment Request from Roberta Benedict** – Wilkins said former staff were aware of the change in Personal Time accrual having attended the meeting when the policy was updated but Benedict continued to log unauthorized PTO/Flex Time on timesheets. However, Wilkins signed the timesheets at each pay period thereby giving tacit approval.
Motion by Wilkins **to pay former clerk Roberta Benedict her final personal time/flex hours of 237.75 hours at \$16 an hour for 2022 in the gross amount of \$3,804, to be issued, signed, and put in the mail no later than March 3, 2023.** Seconded by Fiebing
ROLL CALL – Fiebing AYE | Holmes AYE | Votruba ABSENT | Wilkins AYE. All AYES. Motion passed.
2. **FEAS Discounted Rental Request for Use of LSS for Spring Fling** – rented elsewhere; topic now off table. Discussion of need for nonprofit/off season rental policy.

New Business

1. Bid Award for Water Tower Emergency Water Main Work

a. Motion by Wilkins, seconded by Fiebing, to award the emergency water main break work to Team Elmer’s in the amount of \$186,350.

ROLL CALL – Fiebing AYE | Holmes AYE | Votruba ABSENT | Wilkins AYE. All AYES. Motion passed.

b. Authorize Village President to Sign Contract for the Emergency Work. Motion by Fiebing, seconded by Holmes, to authorize the Village President to sign the contract between the Village and Team Elmer’s.

ROLL CALL – Fiebing AYE | Holmes AYE | Votruba ABSENT | Wilkins AYE. All AYES. Motion passed.

2. Planning Commission Member Application – Jon Ottinger. Motion by Wilkins, seconded by Fiebing, to appoint Jon Ottinger as a Member of the Elberta Village Planning Commission.

ROLL CALL – Fiebing AYE | Holmes AYE | Votruba ABSENT | Wilkins AYE. All AYES. Motion passed.

3. Termination of Deputy Clerk for Dereliction of Duty and Removal from Village Bank Accounts at State Savings Bank. Motion by Wilkins, seconded by Fiebing, to officially terminate Teri Reisner as Deputy Clerk for dereliction of duty and remove her as signatory on Village of Elberta Bank Accounts at State Savings Bank and Michigan CLASS.

ROLL CALL – Fiebing AYE | Holmes AYE | Votruba ABSENT | Wilkins AYE. All AYES. Motion passed.

4. J.H. Hartzell Model – Request to Loan the Model to the Leelanau County Historical Museum for Temporary Display. Motion by Holmes, seconded by Wilkins to approve the temporary display of the *J.H. Hartzell* model in the Leelanau County Historical Museum, to be returned to the Village of Elberta after no more than one year or when the display time ends, whichever is sooner. **All AYES. Motion passed.**

Reports to Council

County Commissioner – Sauer / Verbal Report

Frankfort Fire and Rescue Report – Cederholm / See Report & Verbal Update. The combined Gilmore–Elberta share of the proposed 2023/24 Fire & Safety Budget is \$43,861.39.

LSS – K. Mills / Verbal Report

Zoning Administrator – J. Mills / See Report

Betsie Valley Trail – Benedict /

Planning Commission – Fiebing / Verbal Report. Please complete Master Plan Community Survey online or at office. Responses due March 31.

Parks & Recreation Commission – Wilkins / No Meeting until May

DPW – Bonney / Verbal Report, See Personnel Reports

Clerk/Treasurer – Corwin / Verbal Report

BGFAC – Wilkins & Votruba / See Minutes

BLUA – Wilkins & Holmes / Verbal Report

Personnel & Policy – Holmes (DPW), Votruba (Office) / See Report

Water/Sewer Committee - Wilkins & Holmes / No meeting; it’s been nothing but water.

Extended General Public Comment

- Gary Sauer said letters in support of broadband access were due Friday, February 24.

Announcements

- Public hearing on the FY23/24 Budget Thursday, February 23, 2023, at 7 pm

Adjournment: 8:02 pm by Jennifer Wilkins

Draft Minutes prepared and posted by
Emily Votruba, Trustee