

REGULAR MEETING MINUTES OF THE ELBERTA VILLAGE COUNCIL

401 FIRST STREET ELBERTA, MI 49628

JULY 17,2025

CALL TO ORDER AND PLEDGE: 7:02 PM

ROLL CALL: FIEBING RYAN- PRESENT | HOLMES KEN- PRESENT | O'DWYER BILL- PRESENT | WILKINS JENNIFER- PRESENT

AUDIENCE: VILLAGE RESIDENTS | BETH ROETHLER | ARLENE SWEETING | MARK & CHERYL RAINS | EMILY VOTRUBA | STEVE RADIONOFF | GARY SAUER (COUNTY COMMISSIONER) | KEN MLCEK (FLEIS & VANDENBRINK) | JUSTIN TOWLE (DPW) | RACHEL PERKINS (CLERK) | JON OTTINGER (UB CLERK)

MINUTES & AGENDA APPROVAL

- ❖ **MOTION BY HOLMES TO APPROVE June 19TH, 2025, REGULAR MEETING MINUTES, SECONDED BY FIEBING | ALL AYES | MOTION PASSED**
- ❖ **MOTION BY HOLMES TO APPROVE JULY 2ND SPECIAL MEETING MINUTES, SECONDED BY FIEBING | ALL AYES | MOTION PASSED**
- ❖ **MOTION BY WILKINS TO APPROVE AGENDA WITH THE ADDITION OF 1. MML ANNUAL MEETING NOTICE & 2. CABBAGE SHED SUMMER EVENT 3. FRANKFORT FIRE & RESCUE REPORT, SECONDED BY FIEBING | ALL AYES | MOTION PASSED**

CORRESPONDENCE

- ★ **1. MICHIGAN MUNICIPAL LEAGUE ANNUAL MEETING NOTICE – LEAGUE ELECTIONS TO TAKE PLACE ON SEPTEMBER 17, 2025 AT 4:30 PM AT THE AMWAY GRAND PLAZA HOTEL**
- ★ **2. CABBAGE SHED SUMMER EVENT – THE VILLAGE CAN PROVIDE SIGNAGE FOR THE BENZIE BUS TO TRANSPORT PEOPLE FROM THE WATERFRONT PARK PARKING LOT TO THE CABBAGE SHED, TO REDUCE CONGESTION IN THE STREETS**
- ★ **3. FRANKFORT FIRE & RESCUE REPORT- CEDERHOLM PROVIDED A WRITTEN REPORT AS HE WAS UNABLE TO ATTEND THIS MEETING**

INQUIRY OF CONFLICT ON AGENDA ITEMS: WILKINS RECUSED FROM PAYROLL

BRIEF PUBLIC COMMENT ON AGENDA ITEMS: NONE

APPROVAL OF BILLS:

FY2025-26 CHECK REGISTER IN THE AMOUNT OF \$41,256.53 **MOTION TO APPROVE** BY HOLMES, **SECONDED** BY WILKINS | **FIEBING AYE | HOLMES AYE | WILKINS AYE | O'DWYER AYE | ALL AYES | MOTION PASSED**

FY2025-26 PAYROLL IN THE AMOUNT OF \$25,055.46 **MOTION TO APPROVE** BY HOLMES, **SECONDED** BY O'DWYER | **HOLMES AYE | O'DWYER AYE | FIEBING AYE | WILKINS RECUSED | ALL AYES | MOTION PASSED**

- ❖ **FINANCIAL REPORTS AND JUNE MI CLASS STATEMENT WERE REVIEWED.**

UNFINISHED BUSINESS- DUMP TRUCK SANDER QUOTE IN THE AMOUNT OF \$19,288.00 WITH \$9,644.00 PAID OUT OF MAJOR STREETS AND \$9,644.00 OUT OF LOCAL STREETS | **MOTION** BY HOLMES **TO APPROVE, SECONDED** BY O'DWYER | **AYE WILKINS | AYE HOLMES | AYE FIEBING | AYE O'DWYER | ALL AYES | MOTION PASSED**

NEW BUSINESS

- ❖ **1. FIREWORKS PERMIT FOR MANSFIELD WEDDING** MOTION BY HOLMES **TO APPROVE FIREWORKS PERMIT FOR MANSFIELD WEDDING**, SECONDED BY WILKINS | **FIEBING AYE | HOLMES AYE | O'DWYER AYE | WILKINS AYE | ALL AYES | MOTION PASSED**
- ❖ **2. STATE SAVINGS BANK SIGNATORY, M365 & BS&A PERMISSIONS REMOVAL-** EMILY VOTRUBA **MOTION BY WILKINS TO APPROVE REMOVING SIGNATORY PERMISSIONS AT STATE SAVINGS BANK | M365 AND BS&A PERMISSIONS REMOVAL** SECONDED BY FIEBING **ALL AYES | NO NAYS | MOTION PASSED**
- ❖ **3. MDNR TF20-0013 ELBERTA LAKE MICHIGAN BEACH IMPROVEMENT PROJECT CHANGE ORDER NO.4** MOTION BY WILKINS **TO APPROVE ELBERTA LAKE MICHIGAN BEACH IMPROVEMENT PROJECT CHANGE ORDER NO. 4 IN THE AMOUNT OF \$4,433.57** SECONDED BY FIEBING **O'DWYER AYE | WILKINS AYE | HOLMES AYE | FIEBING AYE | ALL AYES | MOTION PASSED**
- ❖ **4. MDNR TF20-0013 ELBERTA BEACH IMPROVEMENT PROJECT APPLICATION FOR PAYMENT** MOTION BY HOLMES **TO APPROVE MDNR TRUST FUND GRANT PROGRAM TF20-0013 FOR PAYMENT IN THE AMOUNT OF \$91,818.01** SECONDED BY WILKINS | **FIEBING AYE | HOLMES AYE| O'DWYER AYE | ALL AYES | MOTION PASSED**

REPORTS TO COUNCIL

COUNTY COMMISSIONER | SAUER | VERBAL REPORT | GREAT SPEECH FROM WILKINS AT THE GTRLC EVENT | BOARD OF COMMISSIONERS RECEIVED ONE BID FOR THE PT. BETSIE PROJECT IN THE AMOUNT OF \$7,354,891.50 AND THEY ARE FUNDRAISING FOR \$2,000,000,00 | THE MAPLES HAS ADDED 4 ADDITIONAL BEDS FOR A TOTAL OF 80 AND THEIR OCCUPANCY IS 98-99% AND THEY ARE NEARLY FULLY STAFFED | BENZIE COUNTY HAS VOTED TO PAYOUT \$585,000.00 FOR A MOTORCYCLE ACCIDENT SETTLEMENT| THE BENZIE BUS IS LOOKING INTO NEW BOOKKEEPING SOFTWARE | THERE WAS A GROUNDBREAKING IN THOMPSONVILLE FOR THE BETSIE VALLEY TRAIL

LSS | MILLS K. | WRITTEN REPORT | 26 ACTIVE CONTRACTS

ZONING ADMINISTRATOR | MILLS J. | WRITTEN REPORT

BETSIE VALLEY TRAIL | RADIONOFF | VERBAL REPORT | TRAILWAY MANAGEMENT COUNCIL HAD A TRAIL CLEAN UP 14 VOLUNTEERS ATTENDED, THEY CUT AUTUMN OLIVE, THORNS AND REMOVED/CUT BACK BRUSH ALONG THE TRAIL FROM BEULAH TO THOMPSONVILLE | BREW TO BREW FUNDRAISER RASIDED \$8,000.00 FOR THE FRIENDS OF THE BETSIE VALLEY TRAIL GROUP | THE MICHIGAN TRAILWAY GRANT WILL BE EXTENDED IN THE AMOUNT OF \$100,000.00

ELBERTA PLANNING COMMISSION | FIEBING VERBAL REPORT | AWAITING THE ZONING DRAFT FROM BECKETT & RAEDER | ADDING HISTORICAL DISTRICT INTO THE LANGUAGE

PARKS & RECREATION COMMISSION | WILKINS VERBAL AND WRITTEN REPORT| THE NEXT MEETING HAS BEEN CHANGED TO AUGUST 7TH AND IT WILL BE A BEACH PLANK ROUTERING PARTY | DISCUSSED BECOMING CERTIFIED LOCAL GOVERNMENT UNDER SHPO | THE BEACH OPENING WILL BE AUGUST 11TH

EMPLOYEE TEAM MEETINGS | WILKINS | WRITTEN REPORT

DPW | TOWLE VERBAL REPORT | ROBARGE – WHITE STREET PROJECT ONGOING | ARMY CORPS OF ENGINEERS IN CONTACT ABOUT THE PIER | AUTOMATIC CLOSURES ARE BEING INSTALLED THIS WEEK ON THE ELBERTA BEACH RESTROOMS | PRO MAINTENANCE WILL BE REPLACING ALL THE BROKEN SPRINKLER HEADS AT WATERFRONT PARK NEXT WEEK |WESTSHORE IS MEETING WITH A ZURN ENGINEER IN REGARDS TO THE PENFOLD RESTROOM REPAIRS | VALVE TURING & HYDRANT FLUSHING WILL BEGIN AUGUST 4TH 2025 AND BE REPEATED IN THE FALL

CLERK | PERKINS VERBAL REPORT – WORKING ON BANK RECS | WITHHOLDING TAXES & VARIOUS REPORTS HAVE BEEN SUBMITTED | BILLS ARE PAID | PAYROLL COMPLETE | MANY MANY OTHER TASKS ATTENDED TO |WORKING TO FIND A NEW CREDIT CARD AS WE ARE NOT SATISFIED WITH THE ONE WE HAVE

UTILITY BILLING CLERK | OTTINGER | VERBAL REPORT | JON WILL TRAIN UNDER DPW TO BEGIN DOING THE METER READS AND CONTINUE HIS USUAL TASK OF UTILITY BILLING IN EFFORT TO STREAMLINE THE PROCESS

BGFAC | WILKINS WRITTEN & VERBAL REPORT | FINANCES HAVE BEEN REVIEWED | CONTINUE TO ADJUST OUR 5 YEAR BUDGET PLAN TO ALLOW GROWTH | AUDIT ONGOING

PERSONNEL & POLICY COMMITTEE | WILKINS VERBAL REPORT | STAFF REVIEWS, TREE POLICY AND PROCEDURE IS IN PROCESS | COMPUTER USE & EMAIL POLICY IS IN USE | CONFIDENTIALITY POLICY WILL BE UPDATED AND MANY MORE TO COME |

BETSIE LAKE UTILITIES AUTHORITY | WILKINS | HOLMES | PAYOUT #2 FOR THE PROJECT | INCREASED SEWER RATES BY 4% | WAITING FOR CONSTRUCTION MATERIALS TO BE DELIVERED

VILLAGE OF ELBERTA/STATE LAND BANK AUTHORITY/GTRLC/ WORKING GROUP | WILKINS VERBAL REPORT | GREAT EVENT MEETING WITH GTRLC & SLBA, PRESS RELEASE ABOUT THIS PROJECT IS POSTED AND AVAILABLE ON THE WEBSITE | A SPECIAL MEETING WILL BE HELD IN AUGUST TO INTERVIEW CANDIDATES THAT HAVE APPLIED FOR THE RFQ COMMITTEE

EXTENDED PUBLIC COMMENT (5 MINS) VOTRUBA QUERIED IF WE HAVE ANYONE FOR THE FIRE ADVISORY BOARD AND VOLUNTEERED TO HEAD THAT UP, ALSO ANNOUNCED A RANK CHOICE VOTING PETITION IS GOING AROUND IF ANYONE WANTS TO BE ACTIVE IN THAT | RAINS M. VOICED THAT THE LAWYERS ARE TALKING ABOUT THE EASEMENT ON ROBARGE STREET AND HOPING FOR AN OUTCOME THAT WORKS FOR ALL

ANNOUNCEMENTS: PICNIC AUGUST 4TH AT THE CONGREGATIONAL CHURCH

ADJOURNMENT 7:45 PM BY HOLMES

MINUTES PREPARED AND POSTED BY
PERKINS RACHEL, CLERK