

**SPECIAL MEETING MINUTES OF THE ELBERTA VILLAGE COUNCIL**

401 FIRST STREET ELBERTA, MI 49628

**SEPTEMBER 10th 2025 @ 6:30 PM**

**CALL TO ORDER 6:30 PM**

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

**AUDIENCE:** VOTRUBA EMILY | ERLEWEIN JANICE | PERKINS RACHEL | O'CONNOR RICHARD | MACDONALD LINDA | SWEETING ARLENE | BOND KAY | TOWLE JUSTIN |

**AGENDA APPROVAL**

- ❖ **MOTION BY HOLMES TO APPROVE AGENDA, SECONDED BY FIEBING | ALL AYES | NO NAYS**

**INQUIRY OF CONFLICT ON AGENDA ITEMS:** NONE

**NEW BUSINESS**

- ❖ **1. ELBERTA FIREWORKS PERMIT- MOTION BY WILKINS TO RESCIND RESOLUTION(S) & REMOVE PERMIT FROM USE EFFECTIVE IMMEDIATELY SECONDED BY FIEBING | ROLL CALL | WILKINS AYE | HOLMES AYE | FIEBING AYE | O'DWYER AYE | ALL AYES | MOTION PASSED**
- ❖ **2. APPLICATION FOR TERMINATION OF UTILITY SERVICES – PARCEL 10-06-502-023-00 MOTION BY FIEBING TO APPROVE TERMINATION OF UTILITY SERVICES AT PARCEL 10-06-502-023-00 SECONDED BY O'DWYER | ROLL CALL | FIEBING AYE | WILKINS AYE | O'DWYER AYE | HOLMES AYE | ALL AYES | MOTION PASSED**
- ❖ **3. WATER SYSTEM FLUSHING PROGRAM 2025 PROPOSAL FLEIS & VANDENBRINK- MOTION BY HOLMES TO APPROVE WATER SYSTEM FLUSHING PROGRAM 2025 BY FLEIS & VANDENBRINK IN THE AMOUNT OF \$5,000.00 SECONDED BY FIEBING | ROLL CALL | FIEBING AYE | WILKINS AYE | O'DWYER AYE | HOLMES AYE | ALL AYES | MOTION PASSED**
- ❖ **4. RESIGNATION DEPUTY CLERK-TREASURER | JANET TAYLOR MOTION BY WILKINS TO ACCEPT THE RESIGNATION OF JANET TAYLOR SECONDED BY O'DWYER | ROLL CALL | HOLMES AYE | FIEBING AYE | O'DWYER AYE | WILKINS AYE | ALL AYES | MOTION PASSED | WILKINS PUT FORWARD A SOLUTION OF STAFFING, BY HIRING A VILLAGE MANAGER AS THE VILLAGE WILL CONTINUE TO GROW AND DEVELOP- THERE WAS NO OBJECTION FROM COUNCIL**
- ❖ **5. RESOLUTION #2025-009 WAGE & COMPENSATION PAY SCALE FOR ASSISTANT DPW UPON OBTAINING CDL MOTION BY WILKINS TO APPROVE RESOLUTION #2025-009 WAGE & COMPENSATION PAY SCALE FOR ASSISTANT DPW UPON OBTAINING CDL IN THE NEW PAY SCALE AMOUNT OF \$26.00 PER HOUR SECONDED BY O'DWYER | ROLL CALL | WILKINS AYE | HOLMES AYE | FIEBING AYE | O'DWYER AYE | ALL AYES | MOTION PASSED**
- ❖ **6. RFQ COMMITTEE CANDIDATE APPOINTMENT: ALL CANDIDATE APPLICATIONS WERE RECEIVED FOR REVIEW, INTERVIEW COMMITTEE RECOMMENDATION LETTER FROM SLBA – JOSEPH RIVET WAS READ BY WILKINS| MOTION BY O'DWYER TO APPOINT RECOMMENDED CANDIDATE, LISA CANADA, TO THE RFQ COMMITTEE SECONDED BY HOLMES | ROLL CALL | FIEBING AYE | WILKINS AYE | O'DWYER AYE | HOLMES AYE | ALL AYES | MOTION PASSED**

**EXTENDED PUBLIC COMMENT (5 MINS)**

**BOND | Q.** WILL THERE BE A REGULAR MEETING THIS MONTH? | **A.** YES! ON SEPTMEBER 18<sup>TH</sup> | **SWEETING | Q.** ARE THERE ANY APPLICANTS FOR COUNCIL OR VILLAGE TREASURER? | **A.** NO | **Q.** WHAT COMMITTEE WOULD THE PROCESS START AT? IN REGARD TO HIRING A VILLAGE MANAGER | **A.** AT THE BUDGET, GRANT, FINANCE AND AUDIT COMMITTEE TO DETERMINE A WAGE AND THE PERSONNEL COMMITTEE TO DEVELOP A JOB DESCRIPTION AND THE ATTORNEY TO MAKE SURE WE HAVE EVERYTHING IN ORDER  
**Q.** HOW SOON WOULD THIS HAPPEN? **A.** AS SOON AS POSSIBLE

**ANNOUNCEMENTS:** SPAGHETTI DINNER SEPTEMBER 20, 2025, FROM 4:00PM-6:00PM AT THE ELBERTA UNITED METHODIST CHURCH

**ADJOURNMENT: 6:52 PM**

MINUTES PREPARED AND POSTED BY  
PERKINS RACHEL, CLERK