

REGULAR MEETING MINUTES OF THE ELBERTA VILLAGE COUNCIL

401 FIRST STREET ELBERTA, MI 49628
NOVEMBER 20, 2025 @ 12:00 PM

CALL TO ORDER AND PLEDGE: 12:00 PM

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

AUDIENCE: BOND KAY | VOTRUBA EMILY | CARTER DAN | WHITE JAY | RICHENBACH RICH | SAUER GARY (COUNTY COMMISSIONER) | EVANS LINDY (STATE SAVINGS BANK) | WIXSOM MARY (HONOR BANK) BROOKE (HONOR BANK) | CERVANTES CHRIS (DPW) | PERKINS RACHEL (CLERK) | OTTINGER JON (UB CLERK)

MINUTES & AGENDA APPROVAL

- ❖ **MOTION BY HOLMES TO APPROVE OCTOBER 16, 2025, REGULAR MEETING MINUTES, SECONDED BY FIEBING | ALL AYES | NO NAYS | MOTION PASSED**
- ❖ **MOTION BY WILKINS TO APPROVE REGULAR MEETING AGENDA AS AMENDED CHANGING OUT #5 NEW BUSINESS TO TRIBAL COUNCIL ALLOCATION 2% FUNDS GRANT APPLICATION AND ADDING #9 NEW BUSINESS REQUEST FOR PROPOSAL FOR FIVE YEAR BUDGET & CASH FLOW PROJECTIONS, SECONDED BY O'DWYER | ALL AYES | NO NAYS | MOTION PASSED**

CORRESPONDENCE

- ★ **1. FRANKFORT FIRE & RESCUE REPORT- CEDERHOLM- WRITTEN & VERBAL REPORT**

INQUIRY OF CONFLICT ON AGENDA ITEMS: WILKINS RECUSED FROM PAYROLL

BRIEF PUBLIC COMMENT ON AGENDA ITEMS: PUBLIC COMMENT WAS HEARD

APPROVAL OF BILLS:

- **FY2025-26 CHECK REGISTER AP 10/15-11/13/25 IN THE AMOUNT OF \$64,039.03 MOTION BY HOLMES TO APPROVE FY2025-26 CHECK REGISTER AP 10/15-11/13/25 IN THE AMOUNT OF \$64,039.03 SECONDED BY O'DWYER | FIEBING AYE | HOLMES AYE | WILKINS AYE | O'DWYER AYE | ALL AYES | NO NAYS | MOTION PASSED**
- **FY2025-26 PAYROLL 10/23-11/6/25 IN THE AMOUNT OF \$13,661.00 MOTION BY HOLMES TO APPROVE FY 2025-26 PAYROLL 10/23-11/6/25 IN THE AMOUNT OF \$13,661.00 SECONDED BY FIEBING | HOLMES AYE | FIEBING AYE | O'DWYER AYE | WILKINS RECUSED | ALL AYES | NO NAYS | MOTION PASSED**
- ❖ **FINANCIAL REPORTS – REVENUE/EXPENSE SHEETS & MICLASS STATEMENTS FOR OCTOBER WERE REVIEWED.**

UNFINISHED BUSINESS- NONE

NEW BUSINESS

- ❖ **1. RESOLUTION #2025-012 FY25/26 BUDGET AMENDMENT-GENERAL FUND #2 MOTION BY FIEBING TO APPROVE RESOLUTION #2025-012 FY25/26 BUDGET AMENDMENT- GENERAL FUND #2 SECONDED BY O'DWYER | FIEBING AYE | HOLMES AYE | WILKINS AYE | O'DWYER AYE | ALL AYES | NO NAYS | MOTION PASSED**
- ❖ **2. HONOR BANK ACCOUNT AUTHORIZATIONS | MOTION BY HOLMES TO APPROVE OPENING ACCOUNTS AT HONOR BANK, AND AUTHORIZING FULL PERMISSIONS ON THE ACCOUNTS TO WILKINS, CEDERHOLM & PERKINS SECONDED BY FIEBING WILKINS AYE | FIEBING AYE | O'DWYER AYE | HOLMES AYE | ALL AYES | NO NAYS | MOTION PASSED**
- ❖ **3. PLANNING COMMISSION RESIGNATION | MOTION BY FIEBING TO APPROVE PLANNING COMMISSION RESIGNATION – GRAY SECONDED BY HOLMES ALL AYES | NO NAYS | MOTION PASSED WILKINS & FIEBING WERE COMPLIMENTARY OF ALL OF THE TIME, DEDICATION, AND COMMITMENT GRAY HAS SHOWN DURING HER TIME ON PLANNING COMMISSION AND WISH HER THE BEST**

- ❖ **4. TKS VILLAGE SECURITY PROPOSAL | MOTION BY WILKINS TO APPROVE TKS SECURITY PROPOSAL IN THE AMOUNT OF \$23,908.00 WITH THE ADDITION OF A POLICY FOR VIEWING RECORDINGS** SECONDED BY O'DWYER | **FIEBING AYE | HOLMES AYE | WILKINS AYE | O'DWYER AYE | ALL AYES | NO NAYS | MOTION PASSED**
- ❖ **5. TRIBAL COUNCIL ALLOCATION 2% FUNDS GRANT APPLICATION | MOTION BY FIEBING TO APPROVE WILKINS SIGNING THE GRANT APPLICATION FOR TRIBAL COUNCIL ALLOCATION OF 2% FUNDS** SECONDED BY HOLMES | **O'DWYER AYE | HOLMES AYE | WILKINS AYE | FIEBING AYE | ALL AYES | NO NAYS | MOTION PASSED**
- ❖ **6. APPLICATION FOR RENTAL SPONSORSHIP | MOTION BY O'DWYER TO APPROVE APPLICATION FOR RENTAL SPONSORSHIP FOR GILMORE TOWNSHIP IN THE AMOUNT OF \$75.00 INSTEAD OF \$50.00** SECONDED BY **WILKINS | HOLMES AYE | O'DWYER AYE | FIEBING AYE | WILKINS AYE | ALL AYES | NO NAYS | MOTION PASSED**
- ❖ **7. TREASURER ACCOUNT PERMISSIONS | MOTION BY WILKINS TO APPROVE TREASURER ACCOUNT PERMISSIONS: CEDERHOLM MELANIE | M365 | BS&A | STATE SAVINGS BANK | MI CLASS | SIGMA | SAM** SECONDED BY O'DWYER | **O'DWYER AYE | HOLMES AYE | FIEBING AYE | WILKINS AYE | ALL AYES | NO NAYS | MOTION PASSED**
- ❖ **8. HOMETOWN DECORATION & DISPLAY LLC CONTRACT | MOTION BY HOLMES TO APPROVE THE SIGNING OF THE HOMETOWN DECORATION & DISPLAY LLC CONTRACT FOR 1 YEAR** SECONDED BY FIEBING | **WILKINS AYE | FIEBING AYE | HOLMES AYE | O'DWYER AYE | ALL AYES | NO NAYS | MOTION PASSED**
- ❖ **9. PERMISSION TO SEND OUT REQUEST FOR PROPOSAL FOR 5 YEAR BUDGET & CASH FLOW PROJECTIONS | MOTION BY FIEBING TO SEND OUT REQUEST FOR PROPOSAL** SECONDED BY O'DWYER | **FIEBING AYE | WILKINS AYE | O'DWYER AYE | HOLMES AYE | ALL AYES | NO NAYS | MOTION PASSED**

REPORTS TO COUNCIL

COUNTY COMMISSIONER | SAUER | VERBAL REPORT

LSS MANAGER | MILLS K | WRITTEN REPORT

ZONING ADMINISTRATOR | MILLS J. | WRITTEN REPORT

BETSIE VALLEY TRAIL | RADIONOFF | MEETINGS ON HOLD UNTIL APRIL- NO REPORT

PLANNING COMMISSION | FIEBING | VERBAL REPORT

PARKS & RECREATION COMMISSION | WILKINS | VERBAL AND WRITTEN REPORT

EMPLOYEE TEAM MEETINGS | WILKINS | WRITTEN REPORT

DPW | CERVANTES | VERBAL REPORT

CLERK | PERKINS | VERBAL REPORT

UTILITY BILLING CLERK | OTTINGER | VERBAL REPORT

PERSONNEL & POLICY COMMITTEE | WIRTZ | WILKINS | HOLMES | VERBAL & WRITTEN REPORT

BETSIE LAKE UTILITIES AUTHORITY | WILKINS | HOLMES | VERBAL REPORT

RFQ SELECTION COMMITTEE | WILKINS | FIEBING | VERBAL REPORT

ELBERTA HISTORIC DISTRICT STUDY COMMITTEE | SWEETING | WRITTEN REPORT

EXTENDED PUBLIC COMMENT (5 MINS): PUBLIC COMMENTS WERE HEARD

ANNOUNCEMENTS: CONDOLENCES TO THE FAMILY & FRIENDS OF JAMES GILBERT | HE WAS A RAILROAD MAN | SERVED ON THE ELBERTA VILLAGE COUNCIL AS PRESIDENT | AND WAS A GILMORE HISTORIAN

ADJOURNMENT: 12:58 PM BY WILKINS

MINUTES PREPARED AND POSTED BY

CLERK, RACHEL PERKINS