

REGULAR MEETING MINUTES OF THE ELBERTA VILLAGE COUNCIL

401 FIRST STREET ELBERTA, MI 49628

JANUARY 15, 2026 @ 7:00 PM

CALL TO ORDER AND PLEDGE: 7:01 PM

ROLL CALL: FIEBING RYAN- PRESENT | HOLMES KEN- PRESENT | O'DWYER BILL- PRESENT | WILKINS JENNIFER- PRESENT  
AUDIENCE: VILLAGE RESIDENTS | BOND KAY | VOTRUBA EMILY | REICHENBAU RICH | EVANS LINDY | SWEETING ARLENE | SAUER GARY  
(COUNTY COMMISSIONER) | CHIEF CEDERHOLM | WIRTZ BARB | CARTER DAN | MCGREGOR BREE | MCGREGOR ESME | WHITE JAY |  
THOMPSON CHARLES | MLCEK KEN | MORGAN F&V | CEDERHOLM MELANIE (TREASURER) | CERVANTES CHRIS (DPW) | PERKINS  
RACHEL (CLERK) | OTTINGER JON (UB CLERK)

MINUTES & AGENDA APPROVAL

- ❖ MOTION BY HOLMES | TO APPROVE DECEMBER 18, 2025, REGULAR MEETING MINUTES | SECONDED BY ODWYER | ALL AYES | NO NAYS | MOTION PASSED
- ❖ MOTION BY WILKINS | TO APPROVE REGULAR MEETING AGENDA AS AMENDED WITH ADDITION OF THIRD APPLICANT FOR THE PLANNING COMMISSION | SECONDED BY ODWYER | ALL AYES | NO NAYS | MOTION PASSED

CORRESPONDENCE

- ★ 1. SENATOR BUMSTEAD
- ★ 2. ART & JOAN MOSELER
- ★ 3. HOUSING TRUST OF BENZIE
- ★ 4. 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 TAKEN

APPROVAL OF BILLS:

- FY2025-26 CHECK REGISTER AP 12/18/25-01/09/2026 IN THE AMOUNT OF \$28,305.40 | MOTION BY HOLMES TO APPROVE FY2025-26 CHECK REGISTER AP 12/18/25-01/09/2026 IN THE AMOUNT OF \$28,305.40 | SECONDED BY FIEBING | ODWYER AYE | WILKINS AYE | HOLMES AYE | FIEBING AYE | ALL AYES | NO NAYS | MOTION PASSED
- FY2025-26 PAYROLL 12/15/25-1/9/2026 IN THE AMOUNT OF \$15,592.50 | MOTION BY ODWYER TO APPROVE FY2025-26 PAYROLL 12/15/25-1/9/2026 IN THE AMOUNT OF \$15,592.50 | SECONDED BY HOLMES | FIEBING AYE | HOLMES AYE | ODWYER AYE | WILKINS RECUSED | ALL AYES | NO NAYS | MOTION PASSED
- ❖ FINANCIAL REPORTS – REVENUE/EXPENSE SHEETS & MICLASS STATEMENTS FOR DECEMBER WERE REVIEWED.

UNFINISHED BUSINESS- PLANNING COMMISSION MEMBERSHIP APPLICATIONS A. B. & C. WERE RECEIVED

NEW BUSINESS

- ❖ 1. IRONMAN 2026 UP-67 PERMIT APPLICATION | MOTION BY ODWYER TO APPROVE THE IRONMAN REQUEST & ORDER TO CLOSE M22 HIGHWAY AND AUTHORIZE WILKINS TO SIGN ALL RELATED DOCUMENTS | SECONDED BY HOLMES | ALL AYES | NO NAYS | MOTION PASSED
- ❖ 2. FLEIS & VANDENBRINK ASSET MANAGEMENT AND GIS TUTORIAL
- ❖ 3. FLEIS & VANDENBRINK DWAM FINAL DISBURSEMENT REQUEST IN THE AMOUNT OF \$13,323.21 WITH \$10,000.00 TO BENDZINSKI & CO AND \$3,323.21 TO FLEIS & VANDENBRINK | MOTION BY WILKINS TO APPROVE GRANT 23-1847 PROJECT NO. 861880 ARPA-AMP/DSMI/DWAM FINAL DRAW WITH \$10,000.00 TO BENDZINSKI & CO AND \$3,323.21 TO FLEIS AND

VANDENBRINK FOR A TOTAL OF \$13,323.21 | SECONDED BY FIEBING | FIEBING AYE | ODWYER AYE | WILKINS AYE | HOLMES AYE | ALL AYES | NO NAYS | MOTION PASSED

- ❖ 4. VIDEO SURVEILLANCE POLICY #2026-001| MOTION BY FIEBING TO APPROVE VIDEO SURVEILLANCE POLICY #2026-001, NOTING THAT THE POLICY HAS BEEN REVIEWED AND APPROVED BY TKS SECURITY AND THE VILLAGE ATTORNEY AND INCLUDES A VIDEO SURVEILLANCE EVIDENCE CHAIN-OF-CUSTODY FORM | SECONDED BY ODWYER | ALL AYES | NO NAYS | MOTION PASSED
- ❖ 5. BOARD/COMMISSION/COMMITTEE APPOINTMENT CRITERIA POLICY #2026-002| MOTION BY WILKINS TO APPROVE #2026-002 BOARD/ COMMISSION/ COMMITTEE APPOINTMENT CRITERIA POLICY AND THE SCORING RUBRIC FORM AS AMENDED UNDER SECTION 6 #1 INTERVIEW TEAM COMPOSITION AND TO INTERVIEW WITHIN 30 DAYS OF APPLICATION RECEIPT | SECONDED BY ODWYER | ALL AYES | NO NAYS | MOTION PASSED
- ❖ 6. CODIFICATION BIDS | MOTION BY WILKINS TO APPROVE AMERICAN LEGAL AS THE CODIFICATION COMPANY AND SUBMIT TO TREASURY TO REQUEST FUNDING IN THE AMOUNT OF \$10,400.00| SECONDED BY HOLMES | 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 | SAUER | VERBAL REPORT

ELBERTA PLANNING COMMISSION | FIEBING | VERBAL REPORT

PARKS & RECREATION COMMISSION | WILKINS | ON HIATUS

EMPLOYEE TEAM MEETINGS | WILKINS | UNABLE TO COMPLETE DUE TO TIME CONSTRAINTS

DPW | CERVANTES | VERBAL REPORT

CLERK | PERKINS | WRITTEN REPORT

TREASURER | CEDERHOLM | WRITTEN REPORT

UTILITY BILLING CLERK | OTTINGER | VERBAL REPORT

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

BETSIE LAKE UTILITIES AUTHORITY | WILKINS & HOLMES | VERBAL REPORT

DEVELOPMENT COMMITTEE | WILKINS & FIEBING | VERBAL REPORT

ELBERTA HISTORICAL STUDY COMMITTEE | SWEETING | WRITTEN REPORT

EXTENDED PUBLIC COMMENT (5 MINS): PUBLIC COMMENT WAS TAKEN

ANNOUNCEMENTS: FEBRUARY 11<sup>TH</sup> COMMUNITY CONVERSATION REGARDING HOUSING IN BENZIE COUNTY AT THE MILLS

COMMUNITY HOUSE FROM 5:30-7:30 PM & FEBRUARY 19<sup>TH</sup> PUBLIC HEARING AND BUDGET MEETING OF THE ELBERTA VILLAGE COUNCIL

ADJOURNMENT: 8:32 PM BY HOLMES

MINUTES PREPARED AND POSTED BY

CLERK, RACHEL PERKINS