

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

401 FIRST STREET ELBERTA, MI 49628

JUNE 18, 2026 @ 7:00 PM

**CALL TO ORDER AND PLEDGE:** 7:01 PM

**ROLL CALL:** RADIONOFF – PRESENT | FIEBING - PRESENT | HOLMES - PRESENT | WILKINS - PRESENT | O'DWYER - ABSENT

**AUDIENCE:** VOTRUBA | HOLMES B | MLCEK (F&V) | BOND | O'DWYER H | OLSON | CEDERHOLM (FIRE CHIEF) | SAUER GARY (COUNTY COMMISSIONER) | RADIONOFF S. (BVT) | OTTINGER (UB) | CEDERHOLM M. (TREASURER) | CERVANTES (DPW) | PERKINS (CLERK)

**MINUTES & AGENDA APPROVAL**

- ❖ MOTION BY FIEBING | TO APPROVE MINUTES FROM MAY 21<sup>ST</sup> COUNCIL MEETING | SECONDED BY HOLMES | ALL AYES | NO NAYS | MOTION PASSED
- ❖ MOTION BY WILKINS | TO APPROVE THE JUNE 18<sup>TH</sup> COUNCIL MEETING AGENDA | SECONDED BY RADIONOFF | ALL AYES | NO NAYS | MOTION PASSED

**CORRESPONDENCE**

- ❖ 1. FINANCIALLY DISTRESSED CITIES, VILLAGES, AND TOWNSHIPS (FDCVT) GRANT AWARD LETTER
- ❖ 2. BENZIE COUNTY HEADLEE RESET INFORMATION
- ❖ 3. EMAIL - SPEED BUMPS
- ❖ 4. FRANKFORT FIRE & RESCUE REPORT- CHIEF CEDERHOLM | WRITTEN AND VERBAL REPORT

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

**BRIEF PUBLIC COMMENT ON AGENDA ITEMS** | 3 MINUTES | NONE

**APPROVAL OF BILLS PROVIDED BY CLERK:**

- ❖ **FY2026 CHECK REGISTER AP 5/15-6/11/26 IN THE AMOUNT OF \$57,474.01** | MOTION BY RADIONOFF TO APPROVE PAYMENT OF THE BILLS AS PRESENTED IN THE AMOUNT OF \$57,474.01 | SECONDED BY HOLMES | ROLL CALL | WILKINS AYE | RADIONOFF AYE | HOLMES AYE | FIEBING AYE | O'DWYER ABSENT | 4 AYES 1 ABSENT | NO NAYS | MOTION PASSED
- ❖ **FY2026 PAYROLL 5/15-6/12/26 IN THE AMOUNT OF \$18,782.00** | MOTION BY HOLMES TO PAY PAYROLL IN THE AMOUNT OF \$18,782.00 | SECONDED BY RADIONOFF | ROLL CALL | FIEBING AYE | HOLMES AYE | O'DWYER ABSENT | WILKINS AYE | RADIONOFF AYE | 4 AYES 1 ABSENT | NO NAYS | MOTION PASSED

**FINANCIAL REPORTS PROVIDED BY TREASURER:**

- ❖ REVENUE/EXPENSE REPORT & MICLASS STATEMENTS FOR MAY WERE REVIEWED

**UNFINISHED BUSINESS:** NONE

**NEW BUSINESS**

- ❖ **1. CODE ENFORCEMENT OFFICER CONTRACT AGREEMENT** | MOTION BY FIEBING TO TABLE | SECONDED BY RADIONOFF | 4 AYES 1 ABSENT | NO NAYS | **MOTION PASSED**
- ❖ **2. POLICY 2014-010 AUTOMATED CLEARING HOUSE (ACH) & ELECTRONIC TRANSACTIONS (EFT) POLICY AMENDMENT** | MOTION BY WILKINS TO APPROVE THE AMENDED AUTOMATED CLEARING HOUSE (ACH) AND ELECTRONIC TRANSACTIONS POLICY #2014-010 AS PRESENTED | SECONDED BY FIEBING | 4 AYES 1 ABSENT | NO NAYS | **MOTION PASSED**
- ❖ **3. RFP LIFE SAVING STATION RENTAL MANAGEMENT** | MOTION BY WILKINS TO APPROVE AND AUTHORIZE THE RELEASE OF THE REQUEST FOR PROPOSALS FOR EVENT MANAGEMENT SERVICES FOR THE ELBERTA LIFE SAVING STATION, AS PRESENTED AND I'LL INCLUDE APPROVING THE CONTACT INFORMATION THAT WAS AMENDED ON THE BACK OF THE CONTRACT WITH THE NEW LIFE SAVING STATION PHONE NUMBER AND EMAIL ADDRESS | SECONDED BY FIEBING | 4 AYES 1 ABSENT | NO NAYS | **MOTION PASSED**
- ❖ **4. DUNSCOMBE TREE REPORT AND DUNSCOMBE ESTIMATE** | MOTION BY WILKINS TO ACCEPT THE DUNSCOMBE ARBORIST'S TREE RISK ASSESSMENT REPORT & AUTHORIZE STAFF TO ARRANGE WITH DUNSCOMBE THE RECOMMENDED REMOVALS IN THE AMOUNT OF \$16,000.00, AS PRESENTED | SECONDED BY HOLMES | ROLL CALL | WILKINS AYE | FIEBING AYE | HOLMES AYE | RADIONOFF AYE | O'DWYER ABSENT | 4 AYES 1 ABSENT | NO NAYS | **MOTION PASSED**
- ❖ **5. TRAFFIC CONTROL ORDER JULY 4, 2026,** | MOTION BY RADIONOFF TO APPROVE TEMPORARY TRAFFIC CONTROL ORDER NO. 2026-01 FOR JULY 4, 2026, TRAFFIC AND PARKING MANAGEMENT IN THE ELBERTA BEACH AREA | SECONDED BY FIEBING | 4 AYES 1 ABSENT | NO NAYS | **MOTION PASSED**
- ❖ **6. SPEED BUMPS** | MOTION BY WILKINS TO APPROVE THE PURCHASE OF REMOVEABLE SPEED HUMPS FOR \$4000.00 PLUS SHIPPING & HANDLING & AUTHORIZE DPW TO INSTALL THEM ON FRANKFORT AVE/FURNACE STREET AS DIRECTED | SECONDED BY FIEBING | ROLL CALL | HOLMES AYE | RADIONOFF AYE | WILKINS AYE | FIEBING AYE | O'DWYER ABSENT | 4 AYES 1 ABSENT | NO NAYS | **MOTION PASSED**
- ❖ **7. FDCVT GRANT RESOLUTION #2026-005 & FDCVT AGREEMENT** | MOTION BY RADIONOFF TO ADOPT RESOLUTION #2026-005 FDCVT GRANT RESOLUTION & AUTHORIZE THE VILLAGE PRESIDENT, CLERK, AND TREASURER TO CARRY OUT ALL NECESSARY ACTIONS FOR THE WATER METER REPLACEMENT PROJECT | SECONDED BY FIEBING | ROLL CALL | FIEBING AYE | HOLMES AYE | O'DWYER ABSENT | RADIONOFF AYE | WILKINS AYE | 4 AYES 1 ABSENT | NO NAYS | **MOTION PASSED**
- ❖ **8. FLEIS & VANDENBRINK FDCVT GRANT METER REPLACEMENT PROPOSAL** | MOTION BY WILKINS TO APPROVE THE PROPOSAL FROM FLEIS & VANDENBRINK FOR \$18,700.00 TO ASSIST WITH THE FDCVT WATER METER REPLACEMENT PROJECT | SECONDED BY HOLMES | ROLL CALL | O'DWYER ABSENT | HOLMES AYE | RADIONOFF AYE | WILKINS AYE | FIEBING AYE | 4 AYES 1 ABSENT | NO NAYS | **MOTION PASSED**

- \* COUNTY COMMISSIONER | SAUER | VERBAL REPORT
- \* LSS RENTAL MANAGER | VERBAL REPORT
- \* ZONING ADMINISTRATOR | MILLS J. | WRITTEN REPORT
- \* BETSIE VALLEY TRAIL | RADIONOFF S. | PRESS RELEASE | VERBAL REPORT
- \* ELBERTA PLANNING COMMISSION | FIEBING | NO MEETING
- \* PARKS & RECREATION COMMISSION | WILKINS | VERBAL & WRITTEN REPORT
- \* EMPLOYEE TEAM MEETINGS | WILKINS | NO MEETING
- \* DPW | CERVANTES | VERBAL REPORT
- \* CLERK | PERKINS | VERBAL REPORT
- \* TREASURER | CEDERHOLM M. | WRITTEN REPORT
- \* UTILITY BILLING CLERK | OTTINGER | VERBAL REPORT
- \* BGFAC | WILKINS & RADIONOFF | NO MEETING
- \* PERSONNEL & POLICY COMMITTEE | WRITTEN REPORT
- \* BETSIE LAKE UTILITIES AUTHORITY | HOLMES & WILKINS | VERBAL REPORT
- \* DEVELOPMENT COMMITTEE | WILKINS & FIEBING | WRITTEN PROJECT TIMELINE – ELBERTACOMMONS.COM
- \* M22 BYWAYS | WILKINS | NO MEETING
- \* ELBERTA HISTORICAL STUDY COMMITTEE | SWEETING | WRITTEN REPORT

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

**ANNOUNCEMENTS:** BETSIE VALLEY TRAIL NEWS RELEASE, HYDRANT FLUSHING WILL OCCUR THE WEEKS OF JUNE 6<sup>th</sup> & JUNE 13<sup>th</sup>, PLEASE RETURN THE SEWER INCOME SURVEY WE NEED 120 MORE SUBMITTED – EXTRA COPIES ARE AT THE VILLAGE OFFICE. HAVE A HAPPY AND SAFE JULY 4<sup>th</sup>!

**ADJOURNMENT:** 7:58 PM BY HOLMES

MINUTES PREPARED AND POSTED BY  
CLERK, RACHEL PERKINS