

VILLAGE OF SARANAC  
REGULAR MEETING MINUTES  
November 11, 2013

The Saranac Village Council Regular Meeting was called to order by President Darby at 7:07 p.m. at the Saranac Municipal Building, 27 N. Bridge Street.

The meeting was opened with the Pledge of Allegiance.

Present: President Darby, Smith, Straubel, trustees – Doll, Klutman, Simmons, Whorley; DPW Bowen, DPW Simmons

Absent: Mackey

Guests: Todd Richter – Fleis & VandenBrink Engineering, Bud Hansbarger – American Legion, Saranac Post

Motion was made by Whorley, supported by Simmons, to approve the Regular Agenda. All yeas.

Public Comments

Bud Hansbarger, member of the Saranac American Legion Post, was present to inquire about the village's emergency response plan and what the American Legion can do to assist with disaster relief within the village. Per Darby, the village does not have an official emergency response plan of their own. However, in the event of an emergency, the village would work with Ionia County's Emergency Coordinator and response team as well as local resources within the village, such as the American Legion. Acting Fire Chief Simmons will confer with fire department members, to identify resources that could be provided by the American Legion in the event of an emergency.

Todd Richter, engineer with Fleis & VandenBrink Engineering was in attendance to discuss the SAW (Stormwater Asset Management and Wastewater) Grant budget. Richter's draft budget suggests a grant application of \$500,000. A substantial amount of the project budget is attributed to televising the sewer system. The village match portion of the \$500,000 project is estimated to be approximately \$16,500. If the village applies for and is not awarded the SAW Grant, F & V will not bill the village for the time they have invested thus far.

Council reviewed a proposed resolution authorizing the SAW grant agreement. The DEQ Michigan Finance Authority requires the resolution, as part of the grant application.

Motion was made by Simmons, supported by Whorley, to pass the Resolution Authorizing the SAW Grant Agreement in the amount of \$500,000 and to designate Becky Straubel, Village Treasurer as the Authorized Representative of the SAW Grant Agreement.

Roll call vote: yeas – Doll, Klutman, Simmons, Whorley, Darby; nays – none; absent – Mackey.

Motion was made by Whorley, supported by Simmons, to accept the Regular Meeting Minutes of October 14, 2013. All yeas

Motion was made by Simmons, supported by Klutman, to approve the Treasurer's Report of October 31, 2013. All yeas.

Council reviewed Application for Payment No. 2, submitted and recommended by Fleis & VandenBrink Eng., on behalf of CL Trucking & Excavating, LLC, for the Dewitt and Parsonage Street Improvements Project, in the amount of \$33,157.70.

Motion was made by Klutman, supported by Simmons, to approve Application for Payment No. 2 from CL Trucking & Excavating, LLC, in the amount of \$33,157.70.

Roll call vote: yeas – Doll, Klutman, Simmons, Whorley, Darby; nays – none; absent – Mackey.

Council discussed various accounts payable items.

Motion was made by Whorley, supported by Doll, to approve the Accounts Payable of November 11, 2013 in the amount of \$120,706.38.

Roll call vote: yeas – Doll, Klutman, Simmons, Whorley, Darby; nays – none; absent – Mackey.

The Zoning Administrator's report was reviewed.

The Planning Commission did not meet.

### Committee Reports

#### Public Safety

Council received a copy of Deputy Charon's October stat report and Tip of the Month.

The Fire Department will host an Open House on December 4<sup>th</sup> from 6:00 – 7:30 p.m. to showcase the new fire truck.

Acting Fire Chief Simmons received an offer to purchase Engine 2 (1987 Ford Pumper) in the amount of \$2,000.00.

Motion was made by Simmons, supported by Klutman, to sell the 1987 Ford Pumper as is, per verbal bid received in the amount of \$2,000.00, with funds to be deposited in the Saranac Fire Department's fundraising/memorial account.

Roll call vote: yeas – Doll, Klutman, Simmons, Whorley, Darby; nays – none; absent – Mackey.

Budget – No report.

#### Parks & Recreation

Doll stated that a Boy Scout inquired about a potential Eagle Scout project.

#### Buildings & Grounds

Council concurred to post "No Hunting" signs on village properties, as has been done in past years.

Acting Fire Chief Simmons has identified several separate leaks in the Fire Station roof. Council reviewed a quote to recoat the roof from Associated Applications, Inc. (the company that serviced the roof in 2000), in the amount of \$12,875.00.

Motion was made by Simmons, supported by Klutman, to accept the proposal from Associated Applications, Inc. in the amount of \$12,875.00 to repair the roof at the Fire Station (10 N Bridge Street).

Roll call vote: yeas – Doll, Klutman, Simmons, Whorley, Darby; nays – none; absent – Mackey.

### Streets

Per Klutman, the Streets Committee met to review a street and bridge report.

Per Bowen, he and DPW Simmons will be attending a Rural Task Force meeting November 20<sup>th</sup>.

### Water & Sewer

Mike Engels, instructor for the Michigan Rural Water Association will be at the village office November 12<sup>th</sup> & 13<sup>th</sup> to assist Straubel with updates to the water/sewer rate study program.

### Personnel

Per Darby, the village received twelve resumes in response to the advertisement for employment for the position of DPW/Firefighter. Five interviews were held and seven declination letters sent to applicants that did not possess the desired minimum requirements. It is the recommendation of the Personnel Committee to offer the position to Tony Koster, with a starting wage of \$16.50/hour.

Motion was made by Whorley, supported by Doll, to offer Tony Koster the position of DPW/firefighter at a starting wage of \$16.50 per hour.

Roll call vote: yeas – Doll, Klutman, Simmons, Whorley, Darby; nays – none; absent – Mackey.

If by chance the offer is not accepted by Koster, council concurred that the Personnel Committee should make an offer to the second candidate.

Darby stated that it is the recommendation of the Personnel Committee to appoint Tim Simmons as DPW Director, upon Dennis Bowen's retirement, with a salary of \$50,000, with overtime paid after 50 hours. Additionally, the committee recommends that the \$1/hour raise for obtaining sewer certification, be included in the \$50,000.00 salary.

Discussion was held concerning various village positions, responsibilities and rates of pay.

Motion was made by Whorley, supported by Klutman, to offer Tim Simmons the position of DPW Director upon Dennis Bowen's retirement, with an annual salary of \$49,000.00 and overtime after 50 hours/week. Additionally, Simmons is to receive a \$1/hour wage increase after obtaining sewer certification and a performance review 1 year from anniversary date of filling the position.

Roll call vote: yeas – Doll, Klutman, Whorley, Darby; nays – none; abstain – Simmons; absent – Mackey.

Public Comments – None.

Additional Business – None.

Meeting adjourned at 9:15 p.m.