

VILLAGE OF SARANAC  
REGULAR MEETING MINUTES  
September 9, 2013

The Saranac Village Council Regular Meeting was called to order by President Darby at 7:00 p.m. at the Saranac Municipal Building, 27 N. Bridge Street.

The meeting was opened with the Pledge of Allegiance.

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

Absent: Straubel

Guests: Jeanne Vandersloot

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

Public Comments – None.

Motion was made by Whorley, supported by Klutman, to accept the minutes of the August 12, 2013 Regular Meeting. All yeas.

Mackey inquired about the status of the acquisition grant. Bowen explained that we have to have the signed contract from the DNR, before proceeding with an appraisal of the property, which is the next step.

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

Council discussed various accounts payable items.

Darby inquired about the City of Ionia expense for lab tests for August in the amount of \$5,080.00. Does this include the \$5,000.00 contribution for the Rail Trail project? Confirmation will be made with Straubel.

Doll inquired if fuel costs increased, due to heavy mower use. Bowen stated this was the case.

Klutman inquired about the old generator. Bowen stated that it is worn out and not dependable.

Motion was made by Whorley, supported by Hendrick, to approve the Accounts Payable of September 9, 2013 in the amount of \$61,464.98, pending the inquiry regarding the City of Ionia. Roll call vote: yeas – Doll, Hendrick, Klutman, Mackey, Simmons, Whorley, Darby; nays – none; absent – none.

The Zoning Administrator's report was reviewed.

Vandersloot stated that Dollar General has rented two shipping containers for storage purposes, during the re-model of their store.

It was noted that one of the fire hydrants at Carhart Products will be behind a locked gate. The Fire Department will have a key to the gate, per Klutman.

There was discussion on the tennis court issue in Vandersloot's Zoning Administrator Report.

Jeanne Vandersloot, Zoning Administrator, presented for council's review, a memo and proposed contract for services. Vandersloot explains in her memo, her reasons for requesting a contract, versus working month to month on a time and expense basis. The amount she is requesting per month, \$370 (\$4,440 annually) is on track with the first six months of this fiscal year. Her billings for the six month period ending August 31, 2013 total \$2,191.83.

Mackey inquired how many other municipalities she works for. Vandersloot stated that she works for 5 townships and 2 villages.

Bowen stated that Vandersloot does an excellent job for the village.

Darby stated that Vandersloot is requesting a 40% increase and Vandersloot explained that it is because she has only requested one increase in the last several years. Vandersloot further explained that if she asks for an increase at the end of this two year contract, it will be minimal.

Doll inquired if Vandersloot has considered a step program.

Darby stated that accepting Vandersloot's contract would require a budget amendment, as the 2013/2014 budget for Zoning Administration is \$3,500.00.

Klutman stated that other Zoning Administrators are charging much more for their services and that it would end up costing the village more, to go with someone else.

Simmons suggested that the village attorney review the contract.

Motion was made by Klutman, supported by Simmons, to approve Vandersloot's two year contract for services as presented, pending approval by Jim Doezeema, village attorney.

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

Council reviewed the Planning Commission's August minutes. The Planning Commission held a Public Hearing at the start of their Regular meeting, on the Special Use Permit Application submitted by Carhart Products. The Planning Commission approved the application, with conditions, which are stated in the minutes.

Klutman reported that the Planning Commission has met their quota for number of meetings required per year. They will meet on an "as needed" basis for the rest of the year.

Council reviewed a proposed Uniform Video Service Local Franchise Agreement submitted by WideOpenWest MidMichigan, LLC (WOW). The village currently has a franchise agreement with Millennium Digital Media (MDM), which expires on September 14<sup>th</sup> of this year. WOW purchased MDM in January 2012. Jim Doezeema, village attorney, has reviewed the agreement and approved it for signature, along with an Ordinance and corresponding Resolution to adopt the ordinance.

Klutman inquired about the amount of revenue generated by the franchise agreement. Darby confirmed via telephone with Straubel, approximately \$6,000 annually, at the current franchise fee of 5%.

Mackey inquired about a public access channel.

Motion was made by Whorley, supported by Klutman, to accept the Resolution to Adopt the Ordinance Approving the Video Services Local Franchise Agreement submitted by WOW.  
Roll call vote: yeas – Doll, Hendrick, Klutman, Mackey, Simmons, Whorley, Darby; nays – none; absent – none.

Motion was made by Klutman, supported by Simmons, to approve Ordinance No. 95, an Ordinance to Approve, with Reservations, a Uniform Video Services Franchise Agreement submitted by WOW.  
Roll call vote: yeas – Doll, Hendrick, Klutman, Mackey, Simmons, Whorley, Darby; nays – none; absent – none.

Council reviewed a proposed Resolution and Ordinance, prepared by Jim Doezema, regulating hunting and discharging of firearms within the village limits.

Discussion was held regarding vermin control at the waste treatment plant.

Bowen stated that the only current restriction, is the DNR law that states no hunting within 450 feet of an occupied structure.

Simmons inquired as to why we would make this change if we have not had issues in the past.

Bowen has heard concerns for safety from both council members and residents of the village, regarding village trails/walkways and the new rail trail, during hunting season.

Darby inquired about enforcement. Per Bowen, the Police or the DNR would enforce the ordinance.

Bowen stated that the proposed Ordinance could be amended and more questions asked for clarification before bringing it to a vote.

Motion was made by Klutman, to adopt the Ordinance regulating hunting and discharging of firearms within the village limits, as presented.

No support for Klutman's motion was received. Per Darby, the issue will be tabled until a later date.

### Committee Reports

#### Public Safety

Per Mackey, the committee did not meet and a monthly stat report for August has not been received.

Fire Chief James Darby submitted a letter to the Saranac Fire Board, informing them of his intent to retire from the department effective November 1, 2013. In his letter, Chief Darby stated that he would announce the results of the election for new Fire Chief, at the December Fire Board meeting. In the interim, Assistant Chief Tim Simmons will be in charge of the department. Chief Darby also stated that the new fire engine is tentatively due the week of September 23 and should be in service prior to his retirement.

Council discussed the sale/disposal of the 1986 fire truck. Simmons inquired if the fire truck is owned by any other municipality. Per Bowen, it is jointly owned by the Village of Saranac and Boston Township. Council concurred to list the truck for sale on Craig's List and in the Ionia County Shopper's Guide.

Motion was made by Simmons, supported by Mackey, to dispose of Engine 2 (1986) with the proceeds reverting back to the Fire Department, upon concurrence with Boston Township.  
Roll call vote: yeas – Doll, Hendrick, Klutman, Mackey, Simmons, Whorley, Darby; nays – none; absent – none.

Assistant Chief Simmons inquired if the fire truck could be stored at the village garage until sold. Bowen stated there would be room to do so.

Mackey inquired if the position of Fire Chief and DPW Director could be combined. Per Bowen, in the past one person has held both positions concurrently.

Mackey and Darby stated that the council should host an event to recognize Fire Chief Darby and DPW Bowen for their many contributions to the village. Mackey, Darby and Straubel will meet to plan events.

Budget – No report.

#### Parks & Recreation

The committee is nearly ready to make a decision on a new play structure for Scheid Park. The quotes from two different companies are being reviewed and references checked. Mackey stated that the costs, with freight and supervised installation will be approximately \$36,000.

Motion was made by Whorley, supported by Klutman, to authorize the Parks & Recreation Committee to purchase a playground structure, with lowest cost/highest quality in mind, for an amount not to exceed \$40,000.00.

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

DPW Simmons inquired about when to remove the old equipment from the park. Darby stated that we should wait until we have delivery of the new equipment. Bowen suggested removing it after closing the park for the season, to allow for placement of the new structure in early Spring. The committee will discuss this issue, at their next meeting.

Bowen inquired as to what we should do with the 3 old benches that were removed from the business district. Council concurred that Bowen should dispose of them at his discretion.

The Rails to Trails project has begun. The gravel has been put in place and the project is progressing ahead of schedule, per Bowen.

Buildings & Grounds – No report.

#### Streets

The Parsonage/Dewitt Street project will start on Monday, 9/16. It is expected to be completed the first week of October.

Bowen stated that he received a request to remove a tree near the driveway at 61 Church Street. Bowen is hesitant to remove the tree, due to the fact that it is a young, healthy tree that is approximately 3 ½ feet west of the drive. It was the consensus of the council, not to remove the tree.

Bowen requested that the Streets Committee meet to discuss issues he is having with storm water from the street running into his driveway. The Streets Committee will investigate and make a decision. They are scheduled to meet next Monday at 6:30 p.m.

#### Water & Sewer

Todd Richter, Fleis & VandenBrink Engineer, will meet with DPW Simmons and Bowen this week, regarding the SAW Grant.

The watermain flushing notice was published in the September 7<sup>th</sup> issue of the Ionia County Shopper's Guide. Flushing on Bridge Street and the west side of town began today and flushing on the east side will begin Monday, 9/23. Mackey inquired if the notice had been posted on the village website.

Chuck Prins contacted Bowen to ask permission to bale hay on the outside of the sewer lagoons. Darby stated that he would need to sign a liability release.

Motion was made by Klutman, supported by Hendrick, to allow Chuck Prins to bale hay on the outside of the sewer lagoons, provided he sign a liability release. All yeas.

#### Personnel

The committee will meet next Monday to discuss the next steps, in light of DPW Bowen and Fire Chief Darby's resignations.

Darby stated that she, Bowen and DPW Simmons will be meeting with Community Association members, to discuss concerns regarding Bridgefest.

Trustee Jon Hendrick submitted his resignation, effective at the conclusion of this meeting.

Darby will re-work the committee appointments.

Public Comments – None.

Additional Business – None.

Meeting adjourned at 9:00 p.m.

Roberta Jo Smith, Clerk