

VILLAGE OF SARANAC
REGULAR MEETING MINUTES
December 14, 2015

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, Straubel, trustees – Doll, Klutman, Mackey, Simmons, DPW Simmons

Absent: Whorley

Guests: Lisa Sayers, Ryan Baird, Shirley Daggett

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

Public Comments

Per Darby, Ryan Hesche (President of the Saranac Community Association) had planned to be in attendance to request the use of Scheid Park for “Movie in the Park” events next spring/summer. The Association is considering purchasing a projector and movie screen. They would like council’s approval to use the park, before making the purchase. The events would be free of charge to the public.

Motion was made by Mackey, supported by Simmons, to approve the Saranac Community Association’s request to use Scheid Park free of charge for “Movie in the Park” events that are free to the public, provided the park has not been previously reserved. All yeas.

Lisa Sayers of 154 Washington Street, Saranac, was in attendance to inform council members of her concerns regarding German cockroaches that she has found in and around her home and that she believes are in other homes on Washington and Parsonage Streets. She personally, has spent over \$800 this year to eradicate the insects from her home. She has contacted the Ionia County Health Department, who investigated her complaint and sent a violation letter to a Washington Street home in September of this year. Sayers is requesting help and/or direction from the village council on this issue. Darby suggested that Sayers submit the documentation to the health department, for properties she believes to be affected. The Village will automatically receive notification from the Health Department, of their findings. Darby stated that council could research to see if there is anything else that can be done.

Council members reviewed a summary report of proposed change in property limits for Village owned property (village and fire department). A physical inspection by CBIZ Valuation Group, LLC was performed in July of this year. This service was provided free of charge to the Village, as a member of the Michigan Municipal League, who holds the Liability and Property Insurance policies for the Village and Fire Department. Properties have not been physically inspected and valued by an outside appraisal service since 1997.

The Buildings & Grounds Committee met to review the proposed change in property limits and is recommending an increase in property limits in the amount of \$1,501,196, as shown on the summary report (see attached). The increase in limits will result in a premium increase in 2016 of approximately \$1,300.

Motion was made by Mackey, supported by Simmons, to increase Village and Fire Department property limits by \$1,501,196, per attached summary.

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

Council reviewed Allied Mechanical Service's Application for Payment #2 for the WWTF Pump Station Project.

Darby suggested that DPW Simmons may want to consider the use of a Property Maintenance (PM) computer application for keeping track of repairs/maintenance on village property and equipment.

Motion was made by Klutman, supported by Mackey, to approve Allied Mechanical's Application for Payment #2, in the amount of \$46,575.

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

Motion was made by Mackey, supported by Klutman, to accept the minutes of the November 9, 2015 Regular Meeting. All yeas.

Motion was made by Simmons, supported by Mackey, to approve the Treasurer's Report of November 30, 2015. All yeas.

Various Accounts Payable items were reviewed.

Motion was made by Doll, supported by Klutman, to approve the Accounts Payable of December 14, 2015, in the amount of \$104,059.16.

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

The Zoning Administrator's Report was reviewed.

The Planning Commission met December 2nd and held a Public Hearing to consider proposed amendments to the Zoning Ordinance Sign Sections 30.18.20 – 30.18.31. No public comments were offered at the Public Hearing. The Planning Commission has recommended that the Village Council adopt the amendments as proposed.

Council discussed various aspects of the proposed amendments.

Doll suggested that the adoption of the proposed sign amendments be tabled until the January Regular Council meeting and that Vandersloot attend the meeting to address council's questions. Council concurred with Doll's suggestion and the topic was tabled.

Committee Reports

Public Safety

Council members reviewed Deputy Jack Pieters Law Enforcement Report for November 2015.

Budget – No report.

Parks & Recreation – No report.

Buildings & Grounds – No report.

Streets

The committee met with Todd Richter, Fleis & VandenBrink Engineer, to discuss budget items for the 2016/2017 budget year.

Water & Sewer

Dixon Engineering submitted their Maintenance Inspection Report (performed once every 6 years) for the interior and exterior of the village's water tower. Council reviewed Dixon's conclusions and recommendations for repairs/maintenance within the next one to two years.

The Village received updated Source Water Assessment Reports from the DEQ, for each active well providing water to the village. Village records indicate that the DEQ has not performed this type of assessment since 2003, as that is the date referred to in the annual Consumer's Confidence Report that is sent to village property owners each July. Fleis & VandenBrink has been consulted to interpret the results of the assessment reports.

Personnel

The committee met and discussed the topic of DPW vacation requests during the months of November through March. Currently, vacation requests during this time for DPW employees may be limited due to snow removal duties. The Personnel Committee is suggesting amending the Employee Handbook to allow DPW personnel to take vacation during that time at the DPW Director's discretion and providing there will not be any additional external cost to the village.

Motion made by Klutman, supported by Doll, to amend the Village Handbook to give the DPW Director the ability to approve or decline vacation during the months of November through March, based on weather projections, work schedules, employee availability and other factors, providing there will not be any additional external cost to the village. All yeas.

Additional Business

Klutman reported on his attendance of the December 11th Grand River Water Trail Meeting.

Council discussed the upcoming need to purchase a new DPW truck, as the 1985 Dodge is getting tired and requiring maintenance more often.

Public Comments – None.

Meeting adjourned at 8:38 p.m.

Roberta Jo Smith, Clerk