

VILLAGE OF SARANAC
REGULAR MEETING MINUTES
February 26, 2024

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

The meeting was opened with the Pledge of Allegiance.

Present: President Darby, DPW Koster; Trustees – Day, Klutman, Talcott, Whorley
Absent: Straubel, Doll, Mulnix
Guests: Evan Szotko, Kourtney Baker, Haden Horvath, Jocelyn Dawson, Judy Szotko,
Deputy Luz, Jeanne Vandersloot

Motion was made by Day, supported by Talcott, to approve the Regular Agenda. All yeas.

Public Comments - No public comments.

Law Enforcement Report

Council members reviewed Ionia County Sheriff Office stats for Village of Saranac patrol for the month of January 2024.

Deputy Jordan Luz was in attendance to provide council members with an update on village law enforcement items of interest, and to answer any questions they may have.

Evan Szotko, representing Shotko Motor Sports, was in attendance to discuss with council, their interest in purchasing 100 Main Street for purposes of operating their business there. Their company builds racecar chassis to sell to other racing teams. Shotko Motor Sports currently has a land contract with the building owner contingent upon zoning approval. The property is currently zoned Central Business District which has the potential special use allowance for this type of business. The Planning Commission will meet March 6th at 7pm to discuss applicability.

Motion was made by Klutman at 7:15 p.m., supported by Whorley, to open the Public Hearing to set the 2024 property tax millage and approve the 2024/2025 budget. All yeas.

No public comments were offered on the proposed budget and/or the millage rate to support it.

Motion was made by Whorley at 7:17 p.m., supported by Talcott, to close the Public Hearing. All yeas.

Council members received budget reports as follows: Summary Budget and Detail Budget with notes for 2023/2024 and 2024/2025, Cash/Reserve Balances by Year and Fund, and Net Income/Loss Estimates for 2023/2024 and 2024/2025.

Darby went through the detailed budget, highlighting major changes and/or new line items.

The proposed 2024/2025 budget projects that General Fund will have to use approximately \$613,760 in reserves, due to the Scheid Park project and contributions to Local Street for the Church Street project. It is projected that Major Street will have approximately \$1,224 to put into reserves after the Main Street project and related RTF funding. It is estimated that Local Street will receive \$583,267 from General Fund to fund the Church Street project and balance their budget. Water Fund is expected to use approximately \$205,338 in reserve funds to cover the water portion of Church Street, balance of the generator for well 4 and ½ the cost of a Scada System. Sewer Fund is expected to dip into reserves by \$262,180 to cover the sewer portion of Church Street, and ½ the cost of a Scada System.

Council members discussed various aspects of the proposed 2024/2025 Budget.

Motion was made by Whorley, supported by Talcott, to approve property tax mills for 2024 of 13.9321 as well as a 1% administrative fee, and to approve the budget for fiscal year March 1, 2024 through February 28, 2025 in the amount of \$3,839,243.

Roll call vote: yeas – Day, Klutman, Talcott, Whorley, Darby; nays – none; absent – Doll, Mulnix.

Motion was made by Day, supported by Klutman, to accept the minutes of the January 8, 2024 Regular Meeting, January 22, 2024 Public Hearing and January 29, 2024 Public Hearing. All yeas.

Council members reviewed Grand River Excavation's Application for Payment #4, in the amount of \$101,111.78, for the Scheid Park Improvements Project. The application was reviewed for accuracy by Straubel, and corrections made by Fleis & VandenBrink, prior to being submitted to the Village Council for payment. Koster reported that the project is about 65% complete and is expected to be completed by May 15th or sooner. Darby reported that the PA System (paid for with Mike Sherwood Memorial Funds through SCA) is due to be installed the first week of March. There is another Mike Sherwood Memorial Fund on deposit at the Village for use with the ball field improvements. DPW Koster is leaning toward some picnic benches recognizing Sherwood and others for their contributions.

Council members reviewed documents provided by the Ionia County Economic Alliance (ICEA), as well as their request that the Village make an investment of \$1,000, as they have in past years. Council is requesting additional information from ICEA on benefits received over the past year in relation to the Village of Saranac.

Motion was made by Klutman, supported by Talcott, to accept the Treasurer's Report of January 31, 2024. All yeas.

Various Accounts Payable items were reviewed and questions answered.

Motion was made by Whorley, supported by Day, to approve the Accounts Payable of February 26, 2024, in the amount of \$211,477.55.

Roll call vote: yeas – Day, Klutman, Talcott, Whorley, Darby; nays – none; absent – Doll, Mulnix.

The Zoning Administrator's Report of Services for January 2024 was reviewed.

Council members reviewed an Independent Contractor Agreement for 3/1/24 – 2/28/25, submitted by Jeanne Vandersloot for continued Zoning Administrator Services.

Motion was made by Klutman, supported by Whorley, to approve the Agreement submitted by Vandersloot, as presented.

Roll call vote: yeas – Day, Klutman, Talcott, Whorley, Darby; nays – none; absent – Doll, Mulnix.

The Planning Commission did not meet in January, due to lack of business.

Committee Reports

Budget

The Budget for fiscal year ending February 28, 2025 was approved tonight, after holding a Public Hearing.

Personnel

Darby reported that DPW Koster has completed DPW performance reviews. Koster reported that all DPW employees are signed up for the sewer certification exam on May 5th.

Public Safety

Chief Koster reported that the new fire engine order is progressing with a pre-conference meeting set for two weeks and that the Fire Department is on track for 670 calls annually.

Parks & Recreation

Talcott inquired about the status of the 5-Year Park & Recreation Plan document. Koster will ask Fleis & VandenBrink on Tuesday when he meets with them on another matter. Talcott also asked about the status of the Social District plan. Darby reported that both licensed establishments in the Village are excited about participating. The next step is to complete the application and master plan.

Streets

DPW Koster reported the bid opening for Church Street reconstruction is set for March 5th. The expectation is that work could start a.s.a.p. after that. It is expected to take approximately 3 months to complete, with hope it will be well before Bridgefest. The mill and fill for Main Street would likely be scheduled mid-September, after Bridgefest and is expected to take a couple of weeks.

Buildings & Grounds – No report.

Water & Sewer

DPW Koster reported that he is still waiting on Well #4 Generator. Delivery has been pushed to the middle of March (now 14 months from time of order).

Public Comments – No public comments.

Additional Business

Day inquired about the new concession stand usage. Currently it is plumbed and ready to go but it is not finished (i.e. countertop/sink). A nominal lease option did not receive a lot of support, but a possible rent for the day with a deposit was suggested. The Parks and Recreation Committee will meet to review options.

Meeting adjourned at 8:20 p.m.

Sharon Darby
Village President