

VILLAGE OF SARANAC  
REGULAR MEETING MINUTES  
February 20, 2017

The Saranac Village Council Regular Meeting was called to order by President Darby at 7:01 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, DPW Simmons  
Trustees – Klutman, Mulnix, Ricket, Simmons, Whorley

Absent: Doll

Guests: John Van Tholen – Granger; David Bollone – Saranac Youth Baseball League

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

Public Comments

David Bollone, representing the Saranac Youth Baseball League, was in attendance to thank council for allowing the league to continue to use Scheid Park. The season's opening game is scheduled for April 29<sup>th</sup>.

John Van Tholen was in attendance to thank council for 13 years of business with Green Valley and for accepting Green Valley's merger with Granger. Van Tholen will continue to be the Village's point of contact.

Motion was made by Simmons at 7:10 p.m., supported by Mulnix, to open the Public Hearing to set the property tax millage and approve the budget for fiscal year March 1, 2017 through February 28, 2018. All yeas.

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

Motion was made by Klutman, supported by Whorley, to close the Public Hearing at 7:12 p.m. All yeas.

Various questions were asked and answered regarding the proposed 2017/2018 budget. It was noted that the proposed millage rate of 13.9321 mills for 2017 includes a .5 mill increase for Streets.

Straubel provided council members with a summary of proposed capital outlay projects for the 2017/2018 budget year and noted that there are 4 major projects for which grants have been awarded. The total engineer's estimate for the 4 projects is \$1,383,500. Grant funds awarded total \$1,130,000, leaving \$253,500 to be paid for with Village reserves. Grant funding for these 4 projects, represents approximately 82% of total project costs.

Council discussed in detail, the effect of capital outlay projects on reserves, General Fund in particular. Straubel provided council members with actuals and estimates of reserve balances by fund and by year, from February 2003 through February 2018.

Motion was made by Klutman, supported by Mulnix, to approve the property tax millage for 2017 as follows: General Fund – 10.3444 mills, Streets – 3.5877 mills, for a total of 13.9321 mills.  
Roll call vote: yeas – Klutman, Mulnix, Ricket, Simmons, Whorley, Darby; nays – none; absent – Doll.

Motion was made by Whorley, supported by Simmons, to approve a 1% Administrative Fee to be added to 2017 property tax bills.  
Roll call vote: yeas – Klutman, Mulnix, Ricket, Simmons, Whorley, Darby; nays – none; absent – Doll.

Darby brought to council's attention, the Personnel Committee's discussions of reducing the health insurance opt-out benefit, from a maximum of \$350/month to a maximum of \$300/month. Darby pointed out that the opt-out benefit began in 2005, at a rate of \$433.33/month. Darby also mentioned that the Village is currently recognizing a cost savings of approximately \$2,227/month, due to 2 employees choosing the opt-out benefit over the health plan benefit.

Darby stated that there are differing opinions amongst Personnel Committee members, and requested input from council members, to avoid revisiting the topic each year.

Council members offered various opinions on the topic of the opt-out benefit, including but not limited to, the possibility of negative impact on employee morale by reducing the benefit, the current cost savings to the Village, and comparison of the Village's opt-out benefit to that of other employers.

Motion was made by Darby, supported by Simmons, that the current opt-out benefit of \$350/month maximum be maintained.

Roll call vote: yeas – Ricket, Simmons, Whorley, Darby; nays – Klutman, Mulnix; absent – Doll.

Motion was made by Klutman, supported by Simmons, to approve the budget for fiscal year March 1, 2017 through February 28, 2018 in the amount of \$1,498,234.00, as presented.

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

Motion was made by Whorley, supported by Mulnix, to accept the minutes of the January 9, 2017 Regular Meeting. All yeas.

Motion was made by Simmons, supported by Mulnix, to approve the Treasurer's Report of January 31, 2017. All yeas.

Various Accounts Payable items were reviewed.

Motion was made by Klutman, supported by Ricket, to approve the Accounts Payable of February 20, 2017, in the amount of \$72,436.99.

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

The Zoning Administrator's Report for January 2017 was reviewed.

Council members reviewed an Independent Contractor Agreement submitted by Jeanne Vandersloot, Zoning Administrator. Vandersloot's previous contract with the Village for zoning services expired August 2015. Vandersloot has been compensated at the rate of \$370/month since October 2013. The new 3-year agreement proposes a start date of March 2017 at a rate of \$420/month, with a 3% increase in the second and third year of the agreement.

Council members concurred that Vandersloot has been of tremendous value to the Village.

Motion was made by Ricket, supported by Klutman, to approve the Independent Contractor Agreement for Jeanne Vandersloot as submitted.

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

The Planning Commission did not hold their Regular Meeting for February. However, a Special Meeting is scheduled for February 22<sup>nd</sup> at 7:00 p.m., to review information submitted by Vandersloot, regarding the Zoning Map Project.

The Zoning Board of Appeals (Village Council) will hold a Public Hearing/Meeting on March 13<sup>th</sup>, in concurrence with the Regular Meeting of the Village Council. The purpose of the hearing/meeting is to accept comments on a variance application for Saranac Gas N Go and to determine, with recommendations provided by the Planning Commission, the correct zoning district borders for the Zoning Map Project.

Council members reviewed Vandersloot's letter to Saranac Village property owners, whose zoning districts may be affected by the ZBA's determination of correct zoning district borders.

Council members reviewed a proposed Resolution of Intent to Work Toward Redevelopment Ready Communities (RRC) certification, along with a handout from the Michigan Economic Development Corporation (MEDC), outlining the certification process.

Straubel was recently contacted by Sue DeVries, a team specialist with the MEDC. DeVries invited Straubel to attend an informational meeting regarding the MEDC's RRC program. DeVries informed Straubel that she had been contacted by a potential investor in Village property. If the Village were to be engaged in the RRC program, the potential investor would be eligible for potential grant opportunities for improving the property.

Straubel attended the informational meeting and learned that there is no monetary cost to the Village to engage in the RRC certification process. The time investment involves 2 one-day training classes and completion of a self-evaluation form.

Straubel will forward RRC information to Klutman, who may be interested in attending the training courses, as well as Ricket, due to his position as Chair on the Planning Commission. Straubel pointed out that the Village Master Plan was last updated in December 2012, which means a 5-year re-evaluation is due this year.

Motion was made by Mulnix, support by Simmons, to adopt a Resolution Declaring Intent to Work Toward Implementation of Recommendations Necessary to Receive Redevelopment Ready Communities Certification from the Michigan Department of Economic Development, as presented.

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

Council reviewed notes provided by Straubel in support of purchasing a new Ricoh MP C2504 copier, as well as a handout from Ricoh highlighting the copier's key features.

Motion was made by Whorley, supported by Klutman, to purchase a new Ricoh MP C2504 copier in the amount of \$5,000, as presented. The copier is to be purchased in the current budget year.

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

Straubel received a quote from Ricoh to convert Village files to digital images.

Council requested that Straubel obtain a quote from GrandScan, the company that provided digital scanning services to the Village approximately 5 years ago.

#### Committee Reports

#### Public Safety

Life EMS submitted their 2016 Annual Report, a copy of which is on file at the Village office.

Mulnix expressed his appreciation for an Ionia County Sheriff's Deputy who recently took the time to stop and help his son fix his bike chain.

Budget

The Budget Committee met and recommended the budget that was approved tonight after the Public Hearing that was held to receive comments on said budget.

Parks & Recreation – No report.

Buildings & Grounds – No report.

Streets

Klutman requested that DPW Simmons address the issue of standing water at the end of his driveway, and sidewalk in front of his residence located at 71 Main Street. Per Klutman, the issue developed as a result of the Main Street project. DPW Simmons will investigate the issue and work toward a resolution.

Water & Sewer – No report.

Personnel – No report.

Public Comments

Additional Business

Council members received an invitation to Clarksville Library's Grand Opening Ribbon Cutting Ceremony on March 4<sup>th</sup> at 10 a.m. Their new location is 165 N. Main Street, Clarksville.

Klutman reported that he attended a meeting where it was suggested that the Village of Saranac may want to consider adopting a Resolution in support of the Grand River Water Trail. Klutman was given a sample Resolution for council's consideration. Wendy Ogilvie, with the Grand Valley Metropolitan Council, offered to attend a Village council meeting to share additional information about the Grand River Water Trail and how the Saranac community might benefit from the Village Council supporting the group's efforts. Straubel will make contact with Ogilvie, as council expressed interest in learning more.

Independent Bank has been updating records and requested current documentation from the council, listing individuals authorized to access the Village safe deposit box.

Motion was made by Klutman, supported by Simmons, to request that Independent Bank update their records to reflect that Sharon Darby and Becky Straubel have authorized access to Village of Saranac safe deposit box #633-26, at Independent Bank (Saranac branch).

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

Meeting adjourned at 8:38 p.m.



Roberta Jo Smith, Clerk