

VILLAGE OF SARANAC
REGULAR MEETING MINUTES
September 11, 2023

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, Straubel, DPW Koster; Trustees – Day, Doll, Klutman, Mulnix, Talcott, Whorley

Absent: None

Guests: Deputy Macklin, Todd Richter, Whitney & Greg Phillips

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

Public Comments

Whitney & Greg Phillips, Saranac Village residents, were in attendance to voice their concerns regarding vehicles traveling at a high rate of speed on Mill Street. They are concerned for their children as well as pedestrians.

The Phillips provided Deputy Macklin with vehicle descriptions. He is familiar with the vehicles they described, as he has stopped them in the past. He will address the topic at the school, and monitor the locations the Phillips provided. He also noted that he will see if the County's speed sign is available for use.

Darby asked Macklin what residents should do when they witness this type of behavior. He said to take a video, if possible, get vehicle description and license plate, then report the incident to Central Dispatch (non-emergency) at 616.527.0400 right away.

Law Enforcement Report

Council members reviewed Ionia County Sheriff Office stats for Village of Saranac patrol for the month of August 2023.

Deputy Macklin 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.

Macklin reported that there have been several instances now, of kids fighting near the boat launch. Has talked to the kids and their parents, in hopes of diffusing the situation.

Todd Richter – Fleis & VandenBrink Engineering (F&V)

Todd Richter, Fleis & VandenBrink Engineer was in attendance to discuss several Village projects. Council members received documents pertaining to these projects, for review prior to tonight's council meeting.

The first document to be discussed, is an updated Professional Services Agreement (PSA) between Fleis & VandenBrink Engineering Inc. (Engineer) and the Village of Saranac (Village). The Village has entered into this type of agreement with Fleis & VandenBrink in the past. It is a blanket agreement stating the terms under which the Engineer provides services to the Village, and the Village agrees to pay the Engineer in accordance with the terms of the PSA. The PSA covers all projects between Fleis & VandenBrink and the Village and is referenced in Fleis & VandenBrink's proposal letter for each project.

Motion was made by Mulnix, supported by Klutman, to accept and sign the PSA as presented, pending additional review by Darby and Straubel. All yeas.

The next document to be discussed, is Fleis & VandenBrink's Proposal Letter for Design/Bidding Services for the Church Street Improvements Project. The proposed project consists of reconstruction of Church Street from Bridge Street to Vosper Street, including watermain replacement and improvements to storm and sanitary sewer.

The Village applied for a grant for the street portion of this project and should be notified by the end of September, if the grant was awarded.

Richter expects to advertise for bids in January, with construction to commence spring of 2024.

Motion was made by Whorley, supported by Doll, to accept Fleis & VandenBrink's Proposal for Design/Bidding Services for the Church Street Improvements Project, for a not-to-exceed fee of \$52,700.

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

The next document to be discussed, is Fleis & VandenBrink's Proposal Letter for Design/Bidding/Construction Services for the Main Street Improvements Project. The proposed project consists of asphalt coldmilling and resurfacing of Main Street from Bridge Street to the east Village limits, as well as construction of ADA compliant sidewalk ramps in accordance with MDOT standards.

The Village is expected to receive federal and state funding for this project, through MDOT's Rural Task Force program.

Richter expects the construction start date for this project to be in the spring of 2024. Council members voiced concern over Main Street and Church Street being under construction at the same time. Richter assured council that this would not be an issue, as Main Street is not a total reconstruction and will take very little time to complete. One-lane closures may be required but the street will remain open to through-traffic.

Motion was made by Day, supported by Klutman, to accept Fleis & VandenBrink's Proposal for Design/Bidding/Construction Services for the Main Street Improvements Project, for a not-to-exceed fee of \$78,600.

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

The final document that Richter was in attendance to discuss with council, is Andrew Filler's (Landscape Architect for F&V) Recommendation of Award for the Scheid Park Improvements Project. Three bids were received for the project. Per Filler's letter, he and his team reviewed the three bids and deemed them fair and competitive. The low bid was submitted by Grand River Excavation Inc., and F&V recommend that the Village award the contract to them.

Council reviewed the bid tabulation and asked Richter for explanations, which he provided.

Motion was made by Mulnix, supported by Whorley, to award the contract for the Scheid Park Improvements Project to Grand River Excavation Inc., in the amount of \$669,677.95.

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

Per Koster, Grand River Excavation Inc. intends to start the project as soon as possible.

Darby mentioned the idea of a Ground-Breaking Ceremony for the Scheid Park Project. Richter stated that Fleis & VandenBrink can assist with this. Council members indicated they are on board with having a ceremony. Straubel will get in touch with F&V's Marketing Department and report back to council.

Motion was made by Whorley, supported by Day, to accept the minutes of the August 14, 2023 Regular Meeting. All yeas.

Motion was made by Mulnix, supported by Klutman, to accept the Treasurer's Report of August 31, 2023. All yeas.

Various Accounts Payable items were reviewed and questions answered.

Motion was made by Doll, supported by Talcott, to approve the Accounts Payable of September 11, 2023, in the amount of \$123,740.47.

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

Zoning Administrator Report

The Zoning Administrator's Report of Services for August 2023 was reviewed/discussed.

Planning Commission Report

Council members reviewed minutes from the Planning Commission's (PC) August 17th Special Meeting to discuss Dollar General's upcoming remodel and storage of product carts outside their building. Day reported that the PC voted to allow them to store carts and storage containers on the west side of the building from September 1st through October 15th. The actual remodel is scheduled to take place between September 24th and 29th. The store will be closed during the remodel.

Committee Reports

Budget – No report.

Personnel – No report.

Buildings & Grounds

Koster reported that the roof on the north DPW building at Scheid Park needs replacing. Whorley stated he thought that building was being taken down. Per Koster, the transformer for park power is in that building and it would be very expensive to relocate. Koster would like to reroof and reside (eventually) the building, remove the restrooms and use the entire building for storage. Council members concurred with this plan.

Public Safety

Talcott suggested that the Public Safety Committee meet to discuss the Fire Department and the volume of calls they are handling. Per Darby, there is no easy answer.

Per Darby, members of the Saranac Fire Department and employees of the Village Public Works Department, have been recognized by many people (by way of food, gift certificates, etc.) for their storm response and restoration efforts following the August 24th storm.

Representative Gina Johnsen contacted Darby about public recognition of those involved in storm response and restoration efforts. Darby and Johnsen spoke with Superintendent Jason Smith who agreed to holding the event on Friday, October 6th at Saranac's home football game.

Darby also mentioned that she would like to do something else, such as purchase a Keurig Machine and/or a piece of exercise equipment for the fire station. Council members liked this idea and even started donating money to the cause, on the spot.

Parks & Recreation

Koster informed council members that the DPW has one more day of work on the streets before starting clean-up at the parks. His plan is to tackle one park at a time.

Koster also informed council members of a sink hole that was discovered where the storm sewer crosses the Nature Park entrance. He stated that it is approximately 50 ft long, with two structures involved. He is working to get it repaired as soon as possible.

Darby reported that the new Village Christmas Tree has been planted and inquired whether the electricity is working at the training tower. Per Koster, it is not. He plans to look at it this week.

Streets

Council members discussed a few trees in town that are on private property, but could be a potential hazard to pedestrians and/or structures. Koster will contact the property owners.

Per Koster, the valley gutter and curb repairs on Weeks Street are scheduled. Koster spoke with the homeowner who was experiencing washouts at the end of her driveway, and she is pleased that the Village has plans to address the situation.

Water & Sewer

Koster reported that due to the 8/24 storm, there was a watermain break at Washington and Jackson. It has been repaired.

Additional Business

The Saranac Community Association's (SCA) annual "Girl's Night Out" event is Thursday, September 14th from 5 p.m. to 8 p.m. Per Darby, streets will not be closed, but barriers will be needed.

Darby informed council members that the SCA is looking into creating a "Social District." She will keep council apprised of the situation.

Meeting adjourned at 8:51 p.m.



Becky Straubel, Treasurer/Deputy Clerk