

VILLAGE OF SARANAC  
REGULAR MEETING MINUTES  
May 9, 2011

The Saranac Village Council Regular Meeting was called to order by President Darby at 7:05 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 – Brown, Klutman, Mackey, McClellan, Whorley, DPW Bowen

Absent: Hendrick

Guests: Jim Darby (Fire Chief), Wesley Hackett (Planning Commission Member), Mark Sisson (LandMark Strategies), John Van Tholen (Green Valley Disposal Service, Inc.)

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

Public Comments – None.

Mark Sisson, of LandMark Strategies, addressed the council regarding his April 8, 2011 proposal (copy attached) to assist the village with the update of its Master Plan. Sisson assisted the village with completion of the current Master Plan in 2001 and again with its review and reconfirmation in 2006. Sisson explained the difference between the “recommended approach” and the “abbreviated” approach to updating the plan, both of which are presented in his proposal. Sisson summarized the process of updating the plan and answered council member’s questions.

Wesley Hackett, Village of Saranac Planning Commission member, reiterated the importance of the Master Plan, as the basis for Zoning. Hackett stated that there are several current and upcoming topics to consider such as location of cell phone towers, wind turbines, solar arrays and medical marijuana dispensaries. He suggested that consideration be given to burying utility lines and possibly growing the village geographically. Hackett further suggested that the Village Council and the Planning Commission hold a joint meeting in the near future. Hackett stated that the Planning Commission looks forward to the possibility of working with LandMark Strategies on the update of the Master Plan.

Motion was made by Klutman, supported by Mackey, to accept the proposal (recommended approach) to update the Village of Saranac Master Plan submitted by LandMark Strategies, in the amount of \$7,930.00.

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

Motion was made by Whorley, supported by Klutman, to amend the 2011/2012 General Fund Budget, to accommodate for the expense of updating the Master Plan, in the amount of \$7,930.00.

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

John Van Tholen of Green Valley Disposal Service, Inc. submitted a request for rate adjustments allowed by contract, based on increases in the Consumers Price Index (or 3%, whichever is less) and the cost of diesel fuel. The contract between the Village of Saranac and Green Valley Disposal Service, Inc., allows for adjustments on an annual basis. Van Tholen has not requested an increase since January 2009.

Van Tholen also requested that the village grant a two year contract extension, as allowed per contract.

Bowen stated that Green Valley has been excellent to work with. Straubel stated that she has received compliments from the public regarding the service that Green Valley provides.

It was noted that the rate adjustments would be passed on to village residents.

Bowen reiterated that the weight of refuse trucks on village streets is a concern. Using one refuse service in the residential districts versus several, extends the life of the blacktop.

Discussion was had regarding recycling and possible incentives to encourage more residents to recycle.

Van Tholen will investigate options for recycling and will return for the June council meeting to present his ideas.

Motion was made by McClellan, supported by Whorley, to approve Van Tholen's request for a rate adjustment in the amount of 10.1% (3% CPI adjustment and 7.1% fuel adjustment), effective July 1, 2011.

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

Motion was made by Whorley, supported by McClellan, to extend the term of the contract between the Village of Saranac and Green Valley Disposal Service, Inc., until December 31, 2013, as allowed by contract.

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

Motion was made by Whorley, supported by Klutman, to accept the minutes of the April 11, 2011 Regular Meeting. All yeas.

Motion was made by Whorley, supported by Mackey, to approve the Treasurer's Report of April 30, 2011. All yeas.

Motion was made by McClellan, supported by Klutman, to approve the Accounts Payable of May 9, 2011 in the amount of \$69,370.66.

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

The Zoning Administrator's report was reviewed.

The Planning Commission did not meet.

Motion was made by Whorley, supported by McClellan, to re-appoint Tina Vroman as Commissioner of the Saranac Housing Board and as Director of the Saranac Non Profit Housing Corporation, effective 5/1/11 with a five year term to expire 5/1/16. All yeas.

Council reviewed a Website Design and Management Draft Proposal submitted by Dave Shaw of Add Ventures, Inc. Council concurred to table the subject until council members have a chance to review the proposal in detail, including sample websites referenced in the proposal.

## Committee Reports

### Streets

Klutman reported that the Streets Committee is waiting until Fleis & VandenBrink has completed the Streets Plan, before recommending street repairs to council.

Bowen informed council members of a parking issue on Bridge Street. Council concurred that Bowen should attempt to mediate the problem. Council further concurred that Bowen is to proceed with issuing a citation, if the problem is not resolved.

No comments were heard from village residents, regarding the flyer on straying dogs.

### Personnel

Darby reported that Bowen has completed DPW employee evaluations. The committee is still working on evaluation forms to be used for Bowen and Straubel's evaluation.

### Buildings & Grounds

Whorley reported that he will be meeting with Bill Overbeck regarding punch list items for 27 N. Bridge Street. He hopes to have the items completed in June and intends to be present to oversee. The village office will be closed during that time. It was suggested that Straubel could work from home on those days. Whorley suggests that Overbeck be paid the remaining \$1,950.00 that he has invoiced, upon satisfactory completion of the punch list items.

Bowen reported that poles have been set for security cameras.

Mackey inquired about the progress of security cameras in the nature park. Bowen is waiting for an opportunity to get with Whorley, to put together specifications for the electrical equipment.

Budget Committee – No report.

### Parks & Recreation

Bowen reported that it would cost between \$2,300.00 and \$2,800.00 to remove and replace the section of cement on the skatepark surface that is in need of repair. Diamond Drillers would cut the cement and Parker Grover would replace it.

Motion was made by Mackey, supported by Klutman to repair the skatepark cement surface for an amount not to exceed \$3,000.00.

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

Bowen stated that Spring Clean Up is going well.

### Water & Sewer

The bid opening for the water main project is scheduled for Wednesday, May 11<sup>th</sup> at 10:00 a.m.

Bowen suggested that the committee could begin research of a new water meter reading system that would eliminate manual reading of meters and entry of readings.

Bowen also suggested that the committee discuss long range planning regarding a future site for wells.

#### Public Safety

McClellan reported that the committee was pleased with the annual report that Deputy Charon presented to them.

McClellan requested that the ICS Deputies contact Ionia County Animal Control if they notice straying dogs.

Public Comments – None.

#### Additional Business

Darby reported on the April 20<sup>th</sup> Fire Board meeting. The discussion at the meeting was centered on the proposed purchase of a new medical unit in this budget year for approximately \$42,000.00 and the future purchase of a new pumper which could exceed \$600,000.00.

Due to concerns with depleting general funds and potential reductions in revenue sharing, the Fire Board did not approve the purchase of a new medical unit in this budget year. Discussions turned to the possibility of a fire millage, to fund both of the vehicles.

Darby inquired if Village Council members would be supportive of a millage for the purchase of these two vehicles. The proposal would be put on Boston Township's ballot in 2012, if both Boston Township and the Village of Saranac were in agreement. Council concurred that a fire millage is a feasible answer. Darby will pursue discussions with Bob Dunton, Boston Township Supervisor.

Meeting adjourned at 9:20 p.m.

Roberta Jo Smith, Clerk