

VILLAGE OF SARANAC
REGULAR MEETING MINUTES
October 11, 2010

The Saranac Village Council Regular Meeting was called to order by President Grieves at 7:00 p.m. at the Saranac Municipal Building, 10 N. Bridge Street.

The meeting was opened with the Pledge of Allegiance.

Present: President Grieves, Smith, Straubel, trustees – Darby, Hendrick, Klutman, McClellan, Whorley

Absent: Mackey, DPW Bowen

Guests: Bob Wilcox, Brad Wittenbach

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

Public Comments – None.

At 7:05 p.m., motion was made by McClellan, supported by Darby, to open the Public Hearing to discuss the recent Wastewater System Improvements (WWSI) Project, which is being funded with an Infrastructure Capacity Enhancement Grant under the Michigan Community Development Block Grant Program, as well as local matching funds. All yeas.

Bob Wilcox, Fleis & VandenBrink Engineer, provided a summary of the project, which consisted of cleaning and biosolids removal at the wastewater treatment facility and sanitary sewer rehabilitation. Mr. Wilcox also addressed council's questions regarding the project.

There were no public comments.

The Public Hearing to discuss the WWSI Project was closed at 7:19 p.m.

Council reviewed Pay Applications submitted for Contract 1 and 2 of the Wastewater System Improvements Project, as well as Fleis & VandenBrink's recommendation that the village approve payment to the two contractors.

Motion was made by McClellan, supported by Whorley, to approve Insituform Technologies USA, Inc.'s Pay Application for Contract 1, in the amount of \$26,548.00 and Synagro Central, LLC's Pay Application for Contract 2, in the amount of \$243,059.00.

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

The village will release payment to the contractors upon receipt of grant funds from MEDC.

Motion was made by Whorley, supported by Hendrick, to accept the minutes of the September 13, 2010 Regular Meeting. All yeas.

Motion was made by Whorley, supported by Klutman, to approve the Treasurer's Report of September 30, 2010. All yeas.

Motion was made by Whorley, supported by Darby, to approve the Accounts Payable of October 11, 2010 in the amount of \$112,675.42.

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

The Zoning Administrator's report was reviewed.

The Planning Commission did not meet.

Council reviewed correspondence received from the Ionia County Economic Alliance (ICEA), requesting that the Village of Saranac consider investing \$500 in the ICEA, toward their 2010-11 fiscal year operating expenses.

Motion was made by Klutman, supported by Hendrick, to make a \$500 investment in the ICEA, toward their 2010-11 fiscal year operating expenses.

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

Council reviewed correspondence received from the Saranac Housing Commission, regarding the resignation of Judy Tower and the proposed appointment of Tina Vroman to fulfill her term on the Saranac Housing Commission Board.

Motion was made by Whorley, supported by Klutman, to appoint Tina Vroman to the Saranac Housing Commission Board to fulfill Judy Tower's term, which expires May 1, 2011. All yeas.

Committee Reports

Budget

Straubel presented council members with Budget vs. Actual reports for the six month period ending August 31, 2010.

Straubel requests that committees submit 2011-2012 budget items by mid-December.

Parks & Recreation – No report.

Public Safety

The Public Safety Committee is the former Law Enforcement Committee. The name has been changed to broaden the scope of the committee's duties, to include regular communication with Saranac Fire Department, in addition to the Ionia County Sheriff Department.

The committee met with Deputy Charon. They reviewed a sample report supplied by Mackey and requested that Charon provide something similar for Saranac.

McClellan stated that in the future, the committee will place more attention and focus on fire department issues.

Discussion was held regarding a shortage of fire department personnel during daytime hours.

The committee will be scheduling their first meeting with Fire Chief Darby and Assistant Chief Simmons in November.

Personnel

Darby reported that the committee is continuing to review MIOSHA standards.

Darby explained to council members that DPW employees are currently not paid for time spent on fire department calls during Village of Saranac hours of employment. They are allowed however, to make up their time. The committee is recommending that DPW employees be allowed to respond to emergency calls for which they are qualified for, during work and continue to receive wages for normally scheduled hours. The rationale for this recommendation is based on a shortage of fire department personnel during daytime hours, as mentioned earlier.

Motion was made by Whorley, supported by Klutman, to allow DPW employees to respond to emergency calls for which they are qualified for, during work and continue to receive wages for normally scheduled hours. Roll call vote: yeas – Darby, Hendrick, Klutman, McClellan, Whorley, Grieves; nays – none; absent – Mackey.

Streets

Klutman reported that four bids were received for the Scheid Park Storm Sewer Improvements Project, with the lowest bid being from Risner Sand & Gravel, LLC, in the amount of \$12,437.00. The committee is recommending that council award the job to Risner Sand & Gravel, LLC. Engineers estimate and budgeted amount for the project was \$16,000.00.

Motion was made by Klutman, supported by Hendrick, to accept the bid received from Risner Sand & Gravel, LLC, in the amount of \$12,437.00, for Scheid Park Storm Sewer Improvements. Roll call vote: yeas – Darby, Hendrick, Klutman, McClellan, Whorley, Grieves; nays – none; absent – Mackey.

Klutman reported on an Asset Management seminar he recently attended.

Water & Sewer

Discussion was held regarding duck weed in the sewer lagoons and how/when best to treat it.

Building & Grounds

Whorley stated that the renovation of the new village office building is still on track with an estimated completion date of the 2nd week of November.

Straubel received four quotes for new office furniture. The committee is recommending that council accept the bid from Studio Wise, for an amount not to exceed \$7,000.00. The furniture (conference room table, U-shaped office desk, small meeting room table and foyer table) from Studio Wise would be custom made from hardwood.

The original budget for new office furniture was \$10,000.00. Items needed in addition to the office furniture mentioned above are a refrigerator, microwave, stacking chairs and office chairs.

Motion was made by Klutman, supported by McClellan, to accept the bid from Studio Wise for office furniture (four pieces as indicated above), for an amount not to exceed \$7,000.00 and to allow the purchase of additional office furniture/appliance needs, up to the budgeted amount of \$10,000.00.

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

Whorley presented a list (CCTV Parts List) of used security camera equipment that Alticor, Inc. has offered to sell to the village for \$1,500.00. Council discussed the value of the equipment and its potential for use at various locations in the village.

Motion was made by Hendrick, supported by Klutman, to purchase the camera/equipment package from Alticor, Inc. as presented on their CCTV Parts List, for \$1,500.00.

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

Public Comments

DPW Wittenbach stated that the new truck is expected to be ready for delivery in approximately three weeks.

Additional Business – None.

Meeting adjourned at 8:10 p.m.

Roberta Jo Smith, Clerk