

VILLAGE OF SARANAC
REGULAR MEETING MINUTES
March 14, 2011

The Saranac Village Council Regular Meeting was called to order by President Darby at 7:03 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, Hendrick, Klutman, Mackey, McClellan, Whorley, DPW Bowen

Absent: None

Guests: None

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

Public Comments – None.

Motion was made by Whorley, supported by Klutman, to accept the minutes of the February 14, 2011 Regular Meeting. All yeas.

Council discussed how proposed state budget cuts to Revenue Sharing would impact the Village of Saranac.

Motion was made by Klutman, supported by McClellan, to approve the Treasurer's Report of February 28, 2011. All yeas.

Motion was made by Whorley, supported by Mackey, to approve the Accounts Payable of March 14, 2011 in the amount of \$138,175.44.

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

Straubel presented a summary of financial results for the village's fiscal year ending 2/28/11 and an explanation of proposed budget amendments.

Motion was made by Mackey, supported by Klutman, to accept the budget amendments for fiscal year ending 2/28/11 as presented.

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

The Zoning Administrator's report was reviewed.

Klutman reported on the Planning Commission's March meeting.

Committee Reports

Darby has reworked Committee Appointments and Straubel will forward the list by e-mail to council members.

Public Safety

The committee did not meet.

McClellan provided council members with a copy of the Ionia County Sheriff Department's Monthly Activity Report for the month of February 2011, submitted by Deputy Charon.

Parks & Recreation

The committee did not meet.

Bowen informed council members that there are some areas on the surface of the skatepark that are heaving and in need of repair. Council members concurred that this issue should be addressed right away. Straubel will contact Carl from Superior Play and Bowen will contact cement contractors to gather opinions and/or quotes to fix the areas that are heaving.

The committee will meet to discuss options for repairs to the skatepark surface as well as replacement options for the "fall zones" at the park.

Straubel updated council members on the status of the Grand River Valley Rail Trail. Ionia County and the City of Ionia are proposing to submit grant applications for the project. The Village of Saranac may be requested to pass a Resolution in support of the project.

Budget

The committee did not meet.

Financial results of fiscal year ending 2/28/11 and corresponding budget amendments, were approved earlier this evening.

Buildings & Grounds

The committee met and discussed the Change Order submitted by Overbeck Construction. The Change Order includes billing for an item that should have been included in the original contract, per print specifications. The committee recommends that the village pay for this item, provided that Overbeck agrees to waive the fee for Design Services that was also included in the Change Order. The Committee recommends payment of Change Order #1 in the amount of \$6,370.00 (\$8,320.00 less Design Services of \$1,950.00), as final payment for the renovation of 27 N Bridge Street.

Whorley will be contacting Bill Overbeck to discuss this final payment and request a warranty statement from him for punchlist items yet to be completed.

Motion was made by Whorley, supported by McClellan, to approve payment to Overbeck Construction Company for Change Order #1, in the amount of \$6,370.00 provided that Overbeck agree to the terms stated above.

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

Council discussed the status of security camera installation.

Water & Sewer

The committee did not meet.

After considerable research and upon recommendation from various individuals, Bowen contacted Everdry Waterproofing to inspect the foundation at 33 Union Street. Everdry's inspection revealed that the south wall of the home leaks water. Everdry submitted a proposal to prevent further leaking, in the amount of \$5,750.00. The \$250.00 inspection fee that the village paid up front, would be deducted from this total.

Mackey suggested that the village enter into a "Release of Liability" agreement with the homeowners of 33 Union Street, to protect the village against any further claims of damage caused by the watermain break. Council concurred and Straubel will contact the village attorney to prepare the agreement.

Motion was made by McClellan, supported by Mackey, to accept Everdry Waterproofing's bid in the amount of \$5,500.00 (\$5,750.00 contract less \$250.00 inspection fee), to prevent further water leaks at 33 Union Street, provided the following conditions are met; 1) village attorney to review Everydry's contract and; 2) homeowners to sign a "Release of Liability" prepared by village attorney.

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

Bowen updated council members on the status of the Watermain project.

Bowen will be attending a 4-day water and sewer seminar in Traverse City, to obtain continuing education credits for state licensure.

Simmons will be attending a water distribution math and hydraulics class March 22 – 24 in Gull Lake as a requirement to obtaining his state water certification.

Streets

The committee did not meet.

Council briefly discussed chip and seal versus capping local streets.

Personnel

The committee met and finalized a "New Hire Checklist" and an "Incident Report Form". Council reviewed the documents.

The committee is still working on revising the "Performance Review" form.

Bowen requested a meeting with the Personnel Committee to discuss employee versus committee responsibilities.

Public Comments – None.

Additional Business

A complaint was received at the village office, regarding bricks from one commercial building falling onto another, causing damage. The issue was turned over to the Ionia County Building Inspector for resolution.

Darby informed council members, that the annual Fire Board meeting is being held March 16th at 7:00 p.m. Darby will chair the meeting. Straubel and McClellan will be in attendance as well.

Bowen informed council members of damage done to two village vehicles during the recent snow storm. Damages amount to approximately \$2,300.00 to the 2001 Ford and approximately \$1,100.00 to the 2011 International. Claims with the village's insurance company have been made for both incidents.

Meeting adjourned at 8:49 p.m.

Roberta Jo Smith, Clerk