

VILLAGE OF SARANAC
REGULAR MEETING MINUTES
September 12, 2011

The Saranac Village Council Regular Meeting was called to order by President Darby at 7:00 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 – Hendrick, Klutman, Mackey, McClellan, Whorley, DPW Bowen

Absent: Brown

Guests: Brad Wittenbach, Rick Hopkins

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

Public Comments – None.

Motion was made by Mackey, supported by Klutman, to accept the minutes of the August 8, 2011 Regular Meeting. All yeas.

Klutman inquired if Darby had received a response from Representative Mike Callton, regarding the “Consolidation of Services” portion of EVIP (Economic Vitality Incentive Program). Darby reported that Callton confirmed with Lieutenant Governor Calley, that past cooperative agreements will not count, but that agreements in the works but not completed, will.

Clarification was given regarding the effect of EVIP on the Village of Saranac’s Revenue Sharing. The village receives approximately \$36,000 in Statutory Revenue Sharing, which is being eliminated with EVIP. If the requirements of the three categories of EVIP are met, the village would be eligible to recoup approximately \$27,000 of the \$36,000. The first category, “Accountability and Transparency” is due to the Michigan Department of Treasury by October 1, 2011.

Motion was made by McClellan, supported by Whorley, to approve the Treasurer’s Report of August 31, 2011. All yeas.

Council reviewed Millbocker & Son’s Application for Payment No. 3 for the Water System Improvements Project in the amount of \$76,834.10. Todd Richter of Fleis & VandenBrink will prepare a Payment Request for submittal to the MEDC, for the grant portion of this payment.

Motion was made by Klutman, supported by Mackey, to approve Millbocker & Sons Application for Payment No. 3 for the Water Systems Improvements Project, in the amount of \$76,834.10. Roll call vote: yeas – Hendrick, Klutman, Mackey, McClellan, Whorley, Darby; nays – none; absent – Brown.

Mackey inquired about the possibility of contracting with the City of Ionia versus using Sani-Sweep, for street sweeping purposes.

Council revisited the subject of a phone system that would allow for after-hours calls to be forwarded to the on-call DPW employee. Darby mentioned that Google services may be of use. Straubel will research.

Motion was made by Klutman, supported by McClellan, to approve the Accounts Payable of September 12, 2011 in the amount of \$142,159.81.

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

The Zoning Administrator's report was reviewed.

Klutman reported on the village walk-through that took place September 7th. The Planning Commission will determine at their October 5th meeting, the next step in the process of updating the Village of Saranac Master Plan.

Committee Reports

Parks & Recreation

An open house is scheduled for Wednesday, September 21, from 6-7 p.m., to provide the public an opportunity to review and receive information regarding the construction of the first phase of the Fred Meijer Grand River Valley Rail Trail.

Discussion was had regarding extension of electricity to the Nature Park. Bowen and Whorley will meet regarding specifications.

Council discussed the possibility of securing a location for a Trailhead, with the assistance of an Acquisition Grant.

The Village of Saranac Recreation Plan expires at the end of 2011. Straubel will contact Aaron Catlin at Fleis & VandenBrink and schedule a Parks Committee meeting to begin the process of updating the plan.

Bowen was contacted by an Eagle Scout candidate who would like to build bat houses for the Nature Park and identify flowers and trees on the road and trails leading into and around #5 well house (off Parsonage Street). Council concurred that the village will supply the materials for his project.

Streets

The Streets Committee met and discussed the idea of adding sidewalk to the north side of Orchard Street, for the safety of students walking to and from school. This has recently become an issue, due to the consolidation of schools creating heavier than normal foot traffic in that area. Saranac Schools Superintendent Maury Geiger has expressed concerns over this situation. Bowen has had discussions with the property owner who would be most affected by the addition of sidewalk, and assured him that council would hear his thoughts on the subject prior to making any decisions.

The committee also discussed quotes received for coldmilling & resurfacing Jackson Street, Irv Taylor Avenue and Wyandotte Court. The recommendation to address these streets first, is consistent with the Street Capital Improvements Plan which was recently developed by Fleis & VandenBrink Engineering. A-1 Asphalt submitted the low bid in the amount of \$53,126.00, with a project completion date of mid-October. The committee is recommending that council accept the bid. Local Street Fund has a 2011/2011 Capital Outlay Budget of \$95,000.00.

Motion was made by McClellan, supported by Whorley, to accept the bid received from A-1 Asphalt in the amount of \$53,126.00 to coldmill and resurface Jackson Street, Irv Taylor Avenue and Wyandotte Court.

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

The committee would like council to consider replacing the Polaris in the near future due to its age and high maintenance costs.

Klutman informed council members that Bowen ordered two new rear tractor tires.

Bowen informed council members that several trees downtown have died and a few have roots that are starting to heave the sidewalk and grates.

Public Safety – No report.

Water & Sewer

An Etna salesman will be meeting with Straubel soon, to demonstrate the office/computer end of the new water meter reading system that Bowen has been researching.

Bowen raised concerns about reading meters where there is threat of dogs that may bite, due to the fact that DPW Simmons was bitten during the Watermain Project. Council concurred that meter readings be estimated where threat of dog bite exists.

Per Bowen, the DEQ has recommended that intrusion alarms at the well houses and water tower be considered. Bowen will contact Chrouch Communications for a quote.

Bowen explained that the duckweed has overwhelmed the lagoons and that a more aggressive treatment approach will need to be taken.

Personnel – No report.

Budget – No report.

Buildings & Grounds

Whorley confirmed that the punch list items for the new office have been satisfactorily completed by Overbeck and he recommends release of final payment. Per Whorley, Overbeck stated that he will return for up to 2-3 years, to touch up drywall imperfections.

Discussion was held regarding the storage of village records that need to be kept according to retention laws. The files are currently being housed in the walk-in safe at the fire department. The fire department would like the village to remove the files as soon as feasibly possible, so they can complete the renovation of the building.

Council reviewed a quote received from Arnolds Used Office Furniture, in the amount of \$7,614.83, for (4) 36" 4-drawer lateral fireproof filing cabinets.

Other options for document storage were discussed, such as building a fire proof room in the basement and electronic document storage.

Motion was made by Mackey, supported by Whorley, to purchase (4) 36" 4-drawer lateral fireproof filing cabinets from Arnolds Used Office Furniture for a total amount of \$7,614.18.
Roll call vote: yeas – Hendrick, Klutman, Mackey, McClellan, Whorley, Darby; nays – none; absent – Brown.

Bowen recommended obtaining a quote from Chrouch Communications for a fire detection system for the office, as well as other village buildings.

Public Comments

Mackey introduced Rick Hopkins, as a person of interest for the open position of Trustee on the Village Council.

Additional Business

Council discussed a request to use the village office for an upcoming "Girls Night Out" event. Council concurred that the village offices only be used for village government business.

Darby informed council members of an upcoming change in ownership of Broadstripe, the local cable company.

Darby stated that the village attorney and Boston Township's attorney are currently working on an updated fire agreement, but that she has not yet seen a draft.

Council discussed measurables to be reported on the Village of Saranac's "Performance Dashboard", which is due by October 1, 2011 as required by EVIP.

Council members thanked Tim McClellan for his service on the council as Trustee, as this is his last meeting.

Meeting adjourned at 8:55 p.m.

Roberta Jo Smith, Clerk