

**VILLAGE OF ARMADA
REGULAR COUNCIL MEETING
MONDAY, JANUARY 25, 2016
7:00PM**

President Wolak called the meeting to order at 7:00 p.m. All rose for Pledge of Allegiance. Present at roll call: Clark, Coenen, Wolak, Ballard, Shall, Boelke, and Cooper. Also present: Treasurer Adair, Clerk Poulos, and Chris Munsen.

AGENDA, APPROVAL OF

MOTION by Cooper, seconded by Ballard, to approve agenda as amended.

Added **Sewer Compressor** as New Business Item D.

All Ayes

CARRIED

CITIZEN COMMENT

None.

PRESENTATIONS

None.

ADMINISTRATIVE REPORTS

- Treasurer Adair submitted her November, 2015, Revised Treasurer's Report and her December, 2015, Treasurer's Report.
- F & V presented Council their December 2015 Operating Report.
- The Clerk presented Council with a letter from the Secretary of State's office regarding the recent property annexation.
- Park Commissioner Boelke reported on several Park related items including:
 - A. Armada Jams Concerts are starting June 15 through August 10, 2016, and will include nine bands. The Uncle Sam Jam Potluck celebrating the fourth of July will be held on June 29, 2016.
 - B. Sponsorship letters will be sent to all area businesses.
 - C. Goals for this year include: replacing the broken basketball backboard and the broken windows in the pump house; paint the pavilion and pump house woodwork; clean the graffiti off of the pavilion floor; repair the pump house door; to extend the parking area at the park to provide safe access to the events in the park.
 - D. She also stated that she would like to publicize the Adopt a Garden program to seek volunteers to assist with the Village gardens.

1. CONSENT AGENDA

MOTION by Ballard, seconded by Shall, to approve the Consent Agenda as amended.

- A. **Approval of RCM Minutes of 1/11/16** pulled for corrections, added as New Business Item E.
- B. **Payment of Bills** totaling **\$61,349.83** approved for payment as follows:

1. General Fund	\$ 43,528.61
2. Water Fund	\$ 2,471.58
3. Sewer Plant Fund	\$ 929.22
4. Sewer System Fund	\$ 738.24
5. Major Street Fund	\$ 6,109.94
6. Local Street Fund	\$ 7,572.24
7. Municipal Street Fund	\$ 0
Total	\$ 61,349.83

C. Authorize the Attorney to Pursue Water Remedies to Collect Outstanding Water Accounts to authorize the Village Attorney to pursue all legal remedies available to collect the outstanding delinquent balance for water account #1002.

Ayes: Wolak, Ballard, Shall, Boelke, Clark, Coenen

Nays: None

Abstain: Cooper abstains from Item C.

CARRIED

2. OLD BUSINESS

A. EAST MAIN STREET PROJECT

Street Administrator Ballard informed Council that he has no report at this time.

B. TIETZ/PROSPECT BRIDGE PROJECT

Street Administrator Ballard informed Council that he received an e-mail (on file) from Doug Skylis at Rowe stating that a driveway issue by the bridge will be addressed in the Spring.

3. NEW BUSINESS

A. DDA BUDGET APPROVAL

This item was incorrectly put on the Agenda. It was left on the Clerk's desk from the Treasurer as information only and the Clerk believed it came from the Planning Commission Recording Secretary for Council. Item was pulled.

B. SET CDBG PUBLIC HEARING DATE

Clerk Poulos asked Council to set a Public Hearing Date of February 22, 2016, for CDBG distribution.

MOTION by Cooper, seconded by Ballard, to set the Public Hearing date of February 22, 2016, at 7:00 p.m. for CDBG distribution.

All Ayes

CARRIED

C. APPROVAL FOR THE CLERK TO ATTEND THE MAMC MASTER ACADEMY

The Clerk asked Council to allow her to attend her last class to receive her Master Clerk Certification from MAMC.

MOTION by Ballard, seconded by Coenen, to allow the Clerk to attend the MAMC Master Academy from March 29-31, 2016, at a cost not to exceed \$450.00 as allowed for in the 2015/2016 Approved Budget to be paid at a time of registration and to allow for lodging for a cost not to exceed \$150.00 to paid out

of the 2016/2017 Clerk's budget with the understanding that if the Clerk does not attend, she will reimburse the Village by March 31, 2016.

Ayes: Ballard, Coenen, Shall, Clark, Wolak, Boelke, Cooper
Nays: None

CARRIED

D. SEWER COMPRESSOR

Chris Munsen of F & V informed Council that the large compressor in the Sewer Plant needs replacement. He stated that he has received a quote from Brehob (on file), which is the only company that repairs or replaces these compressors, that includes pricing for repairing and pricing for replacing. After a brief discussion with Council, it was decided that the Village should replace the compressor.

MOTION by Clark, seconded by Cooper, to approve the quote from Brehob for a not to exceed amount of \$16,019.00 to replace the existing compressor at the Sewer Plant, to include a one year warranty with a 5 year warranty on the compressor head and motors.

Ayes: Clark, Cooper, Wolak, Boelke, Shall, Coenen, Ballard
Nays: None

CARRIED

Munsen also updated Council on a few other items.

- F & V had paid for gutter replacement at the Sewer Plant, which totaled \$1,500.00 and that if this amount is applied to the Maintenance Cap allowed for in the F & V contract, it will put the Maintenance Cap over budget for this year.
- The skidster has been taken to Larry's Automotive for repair.
- The OMMS program is up and running.
- The Biosolids report has been approved.

E. APPROVAL OF RCM MINUTES OF 1/11/16

The following corrections were made to the 1/11/16 minutes:

Page 1, first paragraph added **Jeffrey Bahorski** as present.

Page 1, under Consent Agenda Payment of Bills, total was corrected from \$36,694.68 to **\$38,694.68**.

Page 3, under Executive Session, above Motion to return to regular meeting, added **"Michael Shall left at 8:03 pm."**

Page 3, under All Ayes for the last two motions, added, **"Absent: Shall"**.

UPCOMING AGENDA ITEMS

- A. Executive Session
- B. East Main Street Project
- C. Tietz/Prospect Bridge Project

CITIZENS COMMENTS

None

COUNCIL COMMENTS/COMMUNITY EVENTS

None

No further business.

MOTION by Cooper, seconded by Ballard, to adjourn the meeting at 7:44 pm.

All Ayes

CARRIED

Minutes submitted by:

Michelle Poulos, CMMC
Armada Village Clerk