

**VILLAGE OF ARMADA
REGULAR COUNCIL MEETING
MONDAY, DECEMBER 10, 2018
7:00 PM**

President Wolak called the meeting to order at 7:03 p.m. All rose for Pledge of Allegiance. Present at roll call: Clark, Wolak, Ballard, Shall, Coenen, and Boelke. Also present: Treasurer Adair, Clerk Poulos, Jeff Bahorski, Dennis LeMieux, Chief Michael Patrick, Nancy Moegle and Kevin Grand.

AGENDA, APPROVAL OF

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

Removed Letter to Homeowner Regarding Mailbox in the Village Right of Way from the Agenda.

All Ayes

CARRIED

CITIZEN COMMENT

None.

PRESENTATIONS

None.

ADMINISTRATIVE REPORTS

- The Building Department submitted the November, 2018, Building Department Report.
- The Planning Commission submitted their meeting minutes of 11-5-18.
- The Clerk shared the notice of Council vacancy with Council stating that the notice had been put in the paper and is posted on the Village website and window.

1. CONSENT AGENDA

MOTION by Ballard, seconded by Clark, to approve the Consent Agenda as presented.

A. Approval of RCM Minutes of 11/26/18 approved as presented.

B. Payment of Bills totaling **\$111,748.78** approved for payment as follows:

1. General Fund	\$ 15,464.69
2. Police STI	\$ 0
3. Water Fund	\$ 4,924.76
3. Sewer Plant Fund	\$ 35,134.76
4. Sewer System Fund	\$ 3,307.93
5. Major Street Fund	\$ 43,806.65
6. Local Street Fund	\$ 312.62
7. Municipal Street Fund	<u>\$ 8,797.37</u>
Total	\$111,748.78

All Ayes

CARRIED

2. OLD BUSINESS

A. SEWER PLANT UPDATE

Sewer Commissioner Clark informed Council that the heat in the lab at the plant was not working properly due to duct work which is being looked at. Trustee Shall commented that the Colonial Street Lift Station has caution tape around it and it appears to be secure. Clark explained that there have been quotes received to repair it and F & V is verifying that the prices will still be accepted in the spring.

B. WEST MAIN STREET

Street Administrator Ballard informed Council that a progress meeting was held on Friday, December 7, and the West Main Street Project has wrapped up for the winter. The road has been re-opened until the weather breaks in the spring and the project resumes. Sewer Commissioner Clark added that the change orders for the storm sewer placement (sanitary sewer had to be moved) will be covered with an MDOT 80/20 split. Both Ballard and Clark have requested that Lisa at Spalding DeDecker remain as the Inspector on the project when it reopens. Ballard informed the public that if there are any issues with the road, please contact the Village office.

3. NEW BUSINESS

A. SET NEGOTIATION COMMITTEE FOR EMPLOYEE AGREEMENT

The Employment Agreement for Becky Henderson is expiring on March 31, 2019 so a Negotiation Committee needs to be formed to negotiate a contract with her. Treasurer Adair requested to be part of this committee as she is her Supervisor.

MOTION by Shall, seconded by Ballard, to appoint Trustees Coenen, Boelke, and Jo Adair to the Negotiation Committee for the employee agreement.

Ayes

CARRIED

B. APPROVAL FOR THE CLERK TO ATTEND CLERK MASTER ACADEMY

The Clerk asked Council to allow her to attend the MAMC Master Academy which gives her the education credits to keep her Master Clerk certification. The Clerk explained that this is already budgeted for in the 2018/2019 Budget and with this three day course, all of the credits necessary to keep her Clerk certification are met.

MOTION by Ballard, seconded by Shall, to allow the Clerk to attend the MAMC Master Academy from March 19-21, 2019, at a cost not to exceed \$450.00 and to allow for lodging for a cost not to exceed \$150.00 as allowed for in the 2018/2019 Approved Budget.

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

CARRIED

C. SET CDBG PUBLIC HEARING DATE

The Clerk requested that Council set the CDBG Public Hearing date for January 14, 2019.

MOTION by Coenen, seconded by Clark, to set the Public Hearing date of January 14, 2019, at 7:00 pm for CDBG distribution.

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

CARRIED

D. SET BUDET WORKSHOP DATES

President Wolak asked Council to accept the recommendation for the Budget Workshop dates.

MOTION by Ballard, seconded by Clark, to set the 2019/2020 budget workshop dates of January 14th and 28th, February 11th and 25th, March 11th at 5:30 p.m., including February 4th and 18th and March 4th and 18th at 5:30 p.m. if necessary.

All Ayes

CARRIED

E. SET 2019 MEETING DATES

The Clerk presented Council with the Regular Council Meeting dates for 2019. Council changed the May 27 date to May 20, 2019, due to Memorial Day. Council also changed the time of the August 12, 2019, meeting to 6:00 pm due to the Armada Fair.

MOTION by Ballard, seconded by Boelke, to establish the following dates, times and places of the regular Village Council meetings for calendar year 2019 as amended:

Monday, January 14, 2019	Monday, July 8, 2019
Monday, January 28, 2019	Monday, July 22, 2019
Monday, February 11, 2019	Monday, August 12, 2019**
Monday, February 25, 2019	Monday, August 26, 2019
Monday, March 11, 2019	Monday, September 9, 2019
Monday, March 25, 2019	Monday, September 23, 2019
Monday, April 8, 2019	Monday, October 14, 2019
Monday, April 22, 2019	Monday, October 28, 2019
Monday, May 13, 2019	Monday, November 11, 2019
Monday, May 20, 2019	Monday, November 25, 2019
Monday, June 10, 2019	Monday, December 9, 2019
Monday, June 24, 2019	Monday, December 16, 2019

**Meeting will begin at 6:00 pm.

Unless changed by the Village Council by duly posted notice, all of the foregoing regular meetings will take place at the Village of Armada municipal offices located at 74274 Burk Street, Armada, Michigan 48005 commencing at 7:00 p.m. with the exception of the August 12, 2019, meeting which will begin at 6:00 p.m.

Ayes

CARRIED

F. LETTER TO HOMEOWNER REGARDING MAILBOX IN THE VILLAGE RIGHT OF WAY

Removed from Agenda.

G. OFFICE COMPUTER PURCHASE

The Council approved \$1,000.00 for the purchase of a new office computer in the 2018/2019 approved budget. A quote was received and presented to Council from Dell in the amount of \$958.66.

MOTION by Shall, seconded by Clark, to allow the purchase of a computer from Dell Inc. for a not to exceed amount of \$1,000.00 as allowed for in the approved 2018/2019 budget.

Ayes: Shall, Clark, Coelke, Coenen, Wolak, Ballard
Nays: None

CARRIED

H. POLICE DEPARTMENT EXPENDITURE TO OUTFIT NEW POLICE CAR

Chief Patrick presented his recommendation to Council to allow Cruisers to outfit the new police vehicle. He explained that some, but not all, of the equipment can be transferred from the Charger to the new Ford Explorer. He received three bids (on file) for this but his recommendation is to accept the bid from Cruisers as they outfitted the truck and the cost is very similar to the cost of outfitting the truck.

MOTION by Shall, seconded by Ballard, to allow Cruisers to outfit the new police car for a cost not to exceed \$11,000.00 using Salvage Title Funds.

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

CARRIED

I. POLICE DEPARTMENT EXPENDITURE FOR VESTS

Police Chief Patrick explained that the Police Department received a grant from the Bureau of Justice Assistance of 50% towards the purchase of vests for the department. He stated that he received three bids and On Duty Gear's bid came in at \$7,000.00, which would make the Village's portion \$3,500.00. The Police Department is required to replace vests every five (5) years.

MOTION by Shall, seconded by Ballard, to authorize Chief Patrick to proceed with the purchase of 10 vests from On Duty Gear at a cost of \$675.00 per Officer for the Police Department as approved in the 2018/2019 Budget.

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

CARRIED

UPCOMING AGENDA ITEMS

None.

CITIZENS COMMENTS

None.

COUNCIL COMMENTS/COMMUNITY EVENTS

Trustee Shall stated that the Lions Club Christmas Tree is leaning and asked if it could be looked at.

A Regular Council meeting is set for next Monday (December 17, 2019), due to Christmas Eve.

No further business.

MOTION by Ballard, seconded by Clark, to adjourn the meeting at 7:41 pm.

All Ayes

CARRIED

Minutes submitted by:

Michelle Poulos, CMMC
Armada Village Clerk