

**VILLAGE OF ARMADA  
BUDGET WORKSHOP  
MONDAY, FEBRUARY 11, 2019  
5:30 PM**

The meeting was called to order at 5:38 p.m. Present at roll call: Ballard, Coenen, Sledz, Wolak, and Boelke. Absent: Shall. Also present: Treasurer Adair and Clerk Poulos.

Discussed Village Water Funds.

**MOTION** by Ballard, seconded by Coenen, to adjourn the meeting at 6:30 pm.

All Ayes

**CARRIED**

**VILLAGE OF ARMADA  
BUDGET WORKSHOP  
MONDAY, FEBRUARY 18, 2019  
5:30 PM**

The meeting was called to order at 5:40 p.m. Present at roll call: Coenen, Sledz, Wolak, and Boelke. Absent: Shall and Ballard. Also present: Treasurer Adair and Clerk Poulos.

Street Funds were on the Agenda for discussion but Street Administrator Ballard was absent so these funds will be discussed at the next Budget Workshop on 2/25/29.

Discussed Village Police Funds.

**MOTION** by Coenen, seconded by Sledz, to adjourn the meeting at 5:57 pm.

All Ayes

**CARRIED**

**VILLAGE OF ARMADA  
REGULAR COUNCIL MEETING  
MONDAY, FEBRUARY 11, 2019  
7:00 PM**

President Wolak called the meeting to order at 7:00 p.m. All rose for Pledge of Allegiance. Present at roll call: Clark, Sledz, Wolak, Ballard, Coenen, and Boelke. Absent: Shall. Also present: Clerk Poulos, Jeff Bahorski, Doug Skylis, and Kevin Grand.

**AGENDA, APPROVAL OF**

**MOTION** by Ballard, seconded by Clark, to approve agenda as presented

All Ayes

**CARRIED**

**CITIZEN COMMENT**

Kevin Grand thanked whoever was responsible for correcting the website issues he brought forward at a previous meeting. He also asked about the possibility of putting the entire Council packet on the website. President Wolak stated that the Clerk handles the website as she is the Village record keeper and stated she does a good job with the website.

**PRESENTATIONS**

None.

**ADMINISTRATIVE REPORTS**

- F & V presented Council with the January, 2019, monthly operating report. Scott Reece gave a brief synopsis of the report, which is on file.
- The Building Department submitted the January, 2019, Building Department Report, on file.
- The Planning Commission submitted their meeting minutes of 12-3-18.
- The Planning Commission submitted their 2018 Year in Review.
- The Planning Commission submitted their 2019 Agenda.
- The Treasurer submitted correspondence from Comcast outlining financial changes to the new upcoming Franchise Agreements for review and discussion at a future meeting.

**1. CONSENT AGENDA**

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

- A. Approval of RCM Minutes of 1/28/19** approved as presented.
- B. Payment of Bills** totaling **\$46,364.23** approved for payment as follows:

1. General Fund	\$ 4,624.68
2. Police STI	\$ 21.47
3. Water Fund	\$ 3,147.51
3. Sewer Plant Fund	\$ 24,731.48
4. Sewer System Fund	\$ 558.89
5. Major Street Fund	\$ 9,212.52
6. Local Street Fund	\$ 1,284.12
7. Municipal Street Fund	<u>\$ 2,783.56</u>
Total	\$ 46,364.23

All Ayes (Coenen abstains from minutes)

**CARRIED**

**2. OLD BUSINESS**

None.

**3. NEW BUSINESS**

**A. TO APPROVE THE FISCAL YEAR 2019/2020 CDBG PROGRAM**

Due to a publishing error, the Council had to reschedule the CDBG Public Hearing to meet the requirements of HUD. The Clerk explained to Council that she immediately informed President Wolak, Michael Boetcher at Macomb County, and the Attorney of the error and was advised to publish the meeting for this date. She also spoke to a representative from

Care House and Sandy Hoxie from PAL, as they were the only non-profits represented at the Public Hearing on January 14, 2019, to explain that the funds must be redistributed.

The Village of Armada's entitlement for fiscal year 2019/2020 under the CDBG Program is approximately \$10,000.00. Of this amount, up to \$2,200.00, after \$300.00 is allocated to Macomb County (per Macomb County) may be allocated to program services. The balance may be allocated to capital projects and bricks and mortar projects.

The Village received requests from the following:

MCREST in the amount of \$792.00  
Samaritan House in the amount of \$1,000.00  
Armada PAL in the amount of \$1,625.00  
Care House in the amount of \$600.00  
Helping Hand Gifts in the amount of \$500.00

Capital Project Requests were received from:

Village of Armada Senior Minor Home Repair Program in the amount of \$7,500.00

The Clerk encouraged Council to keep the distribution the same as the January 14, 2019, meeting.

**MOTION** by Ballard, seconded by Clark, to enter into the public hearing at 7:09 p.m.

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

**CARRIED**

No Public Comment was received.

**MOTION** by Clark, seconded by Ballard, to exit Public Hearing at 7:10 p.m.

All Ayes

**CARRIED**

**MOTION** by Ballard, seconded by Clark, to approve the Fiscal Year 2019/2020 CDBG Program based upon an entitlement of \$10,000.00 and allocated as follows:

- Capital Projects:
    1. Armada Senior Minor Home Repair Program \$ 7,500.00
  - Program Services:
    1. MCREST \$ 200.00
    2. Armada PAL \$ 1,400.00
    3. Samaritan House \$ 200.00
    4. Care House \$ 400.00
    5. CHORE Program \$ 300.00
- Total \$10,000.00

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

**CARRIED**

**B. DDA BUDGET APPROVAL**

The prepared DDA budget was presented to Council for approval.

**MOTION** by Ballard, seconded by Clark, to approve the proposed fiscal year 2019/2020 budget for the Downtown Development Authority Fund.

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

**CARRIED**

**C. DESIGN SERVICES PROPOSAL FOR WASTEWATER TREATMENT PLANT IMPROVEMENTS**

Sewer Commissioner Clark reminded Council that the Village allocated \$30,000.00 to Rowe Professional Services for the Design Services of the Wastewater Treatment Plant which allowed them to begin the process. Rowe submitted another proposal for all of the Wastewater Treatment Plant Improvements as required by the DEQ in the amount of \$175,150.00, which includes the previously approved amount of \$30,000.00. Clark stated that this should be reimbursable through the SRF Loan when it is completed. Clark and Doug Skylis explained that this proposal includes surveying, design and preparation of bidding documents for the General Contractors for the many areas of the Treatment Plant that need improvements. They also explained that Northern Electric has completed their testing of the electrical system and found that it appears to be a problem with DTE. Attorney Bahorski will provide Clark with a contact at DTE.

**MOTION** by Clark, seconded by Ballard, to approve the Design Services proposal from Rowe Professional Services Inc. for the Wastewater Treatment Plant Improvements for a cost not to exceed \$175,150.00 which includes the \$30,000.00 previously authorized at the Regular Council Meeting of October 22, 2018.

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

**CARRIED**

**UPCOMING AGENDA ITEMS**

A. Sewer Plant under Old Business

**CITIZENS COMMENTS**

None.

**COUNCIL COMMENTS/COMMUNITY EVENTS**

Budget Workshop Monday, February 18, 2019.

Ballard thanked the residents for their timely cleaning of sidewalks after the recent snowfall.

No further business.

**MOTION** by Ballard, seconded by Boelke, to adjourn the meeting at 7:23 pm.

All Ayes

**CARRIED**

Minutes submitted by:  
Michelle Poulos, CMMC, Armada Village Clerk