

**VILLAGE OF ARMADA
BUDGET WORKSHOP
MONDAY, FEBRUARY 26, 2024
5:30 PM**

President Coenen called the workshop to order at 5:37 p.m.

Present: Coenen, Boelke, Clark, Adair. Absent: Sledz, Shall and Vacant Trustee Seat.
Also present: Clerk Poulos, Treasurer Porter.

Discussed Village Street Funds.

Meeting adjourned at 6:12 p.m.

**VILLAGE OF ARMADA
REGULAR COUNCIL MEETING
MONDAY, FEBRUARY 26, 2024
7:00PM**

President Coenen called the meeting to order at 7:00 p.m. All rose for Pledge of Allegiance. Present at roll call: Boelke, Coenen, Adair, Sledz and Clark. Absent: Shall, Vacant Trustee Seat. Also present: Clerk Poulos, Treasurer Porter, Kevin Grand, and Paul O'Meara.

AGENDA, APPROVAL OF

MOTION by Clark, seconded by Boelke, to approve agenda as presented.

All Ayes

CARRIED

CITIZEN COMMENT

None.

PRESENTATIONS

Street Administrator Sledz and Paul O'Meara from Rowe, PSC, briefly discussed the Capital Improvement Plan, which Rowe prepared, with Council. The committee will meet and discuss the priority order of the street projects and options for funding. The committee chair will report back to Council at a later date. The plan is on file.

ADMINISTRATIVE REPORTS

- The DPW Report for January, 2024, was submitted.
- F & V Operations Report for January, 2024, was submitted.
- The Planning Commission submitted their 2023 Year in Review.
- The Planning Commission submitted their 2024 Agenda.
- The Planning Commission submitted their Meeting Minutes of January 15, 2024.
- Water Commissioner Boelke discussed several items with Council:
 1. He has submitted a grant to EGLE to help with the costs for the lead service line replacements that are required by EGLE. He has not received a response yet and will inform Council when he knows. He stated that the original time to replace these lines was 20 years but has now been lowered to 10 years.

2. He has been researching DTE cost comparisons for off-peak hours and feels the Village could save approximately \$3,500.00/year by cycling in the off-peak hours. He is still looking at the numbers and will report back to Council at the next RCM.
 3. He stated that the Consumer Confidence Report for the Village should be out to the public in the next two months. He stated that the Village water is great even though some residents may not like the taste, the water is safe.
 4. There was an assessment of the Water Tower and it shows a potential issue with the external paint. In April the tower will receive a chemical cleaning.
- Sewer Commissioner Clark stated that F & V has hired a new Supervisor at the Plant and he is very happy with him so far. He stated that the plant dealt with record high water levels due to rain and melting snow. One day it treated one million gallons of water, which is three times the normal amount.
 - Water Commissioner Boelke stated that due to a recent issue with a former employee asking to be paid for services he provided to the DPW, he provided Council with the three examples of consultant agreements provided from Attorney Bahorski. He feels this is necessary as this issue could come up again and the Village needs to protect itself for insurance purposes. He will continue working on this to prepare one for the Village and he will bring back to Council for their blessing.

GENERAL BUSINESS

1. CONSENT AGENDA

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

A. Approval of RCM Minutes of 02/12/24 approved as presented.

B. Payment of Bills totaling **\$479,718.20** approved for payment as follows:

1. General Fund	\$ 4,619.16
2. Police STI	\$ 246.55
3. Water Fund	\$ 212,979.93
4. Sewer Plant Fund	\$ 251,166.41
5. Sewer System Fund	\$ 471.80
6. Major Street Fund	\$ 725.79
7. Local Street Fund	\$ 732.54
8. Municipal Street	<u>\$ 8,776.02</u>
Total	\$ 479,718.20

All Ayes

CARRIED

2. OLD BUSINESS

None.

3. NEW BUSINESS

A. MML PROPERTY POOL AND LIABILITY INSURANCE RENEWAL

The Clerk received the MML Property Pool and Liability Insurance Renewal Invoice which includes an increase of \$4,550.00, due to the recent property appraisals.

MOTION by Sledz, seconded by Clark, to approve the MML Liability and Property Pool renewal for the 2024-2025 term for a cost not to exceed \$49,968.00.

Ayes: Sledz, Clark, Boelke, Coenen, Adair

Nays: None

Absent: Shall, Vacant Trustee Seat

CARRIED

B. AUTHORIZE ADVERTISEMENT OF OPEN VILLAGE COUNCIL SEAT

With the recent passing of Lyle Ballard, the Council has a vacancy in a Trustee seat. The Council must advertise this vacancy. The Clerk provided a notice for the paper and is seeking Council approval to post.

MOTION by Boelke, seconded by Clark, to authorize the Village Clerk to advertise in the Record for letters of interest from Village electors interested in being considered for the vacancy in the elected office of Village Trustee through March 20, 2024, with interviews to be conducted at a later date to be set by Council.

All Ayes:

CARRIED

C. SET PUBLIC HEARING DATE/TIME TO CONSIDER AN ORDINANCE AMENDING TITLE 1, CHAPTER 8, SECTION 8-1 OF THE VILLAGE CODE TO CHANGE THE COMPENSATION FOR THE VILLAGE PRESIDENT AND TRUSTEES

President Coenen asked Council to consider an ordinance to increase the pay of the Trustees and President. He feels this is warranted as Council also acts as Commissioners for the Village.

MOTION by Sledz, seconded by Clark, to set a public hearing on the proposed ordinance amending Title 1, Chapter 8, Section 8-1 of the Village Code of Ordinances to change the compensation for the Village President and Trustees for Monday, March 25, 2024, at 7:00 p.m. and authorize the Armada Clerk to publish notice of the public hearing in the Record.

All Ayes

CARRIED

D. UPDATE OF VILLAGE ENGINEERING STANDARDS FOR WATER, SEWER AND STORM SEWER

Water Commissioner Boelke asked Council to approve a quote from Rowe, PSC, to update the Village's Engineering Standards as they are out dated. The last update is from 2004.

MOTION by Boelke, seconded by Clark, to accept the February 9, 2024, quote from Rowe, PC to update our Water and Sewer Engineering Detail Sheets (aka Engineering Standards) at a cost of \$2,750.00 and to allow the Water Commissioner to sign the quote for the Village.

Ayes: Boelke, Clark, Sledz, Adair, Coenen

Nays: None

Absent: Shall, Vacant Council Seat

CARRIED

E. BUDGET AMENDMENTS

Treasurer Porter provided Council with two budget amendments for the Street Department.

MOTION by Adair, seconded by Sledz, to approve the attached budget amendments as presented which brings the total estimated fund balances for the Local Street Fund from \$6,424.60 to \$3,084.60 and the Municipal Street Fund from \$100,001.60 to \$80,001.60.

All Ayes

CARRIED

UPCOMING AGENDA ITEMS

- A. DTE
- B. PA 33 Public Hearing

CITIZENS COMMENTS

None.

COUNCIL COMMENTS/COMMUNITY EVENTS

None.

No further business.

MOTION by Adair, seconded by Boelke, to adjourn the meeting at 8:04 pm.

All Ayes

CARRIED

Minutes submitted by:

Michelle Poulos, MiPMC, CMMC
Armada Village Clerk