

**VILLAGE OF ARMADA
BUDGET WORKSHOP
MONDAY, FEBRUARY 8, 2016
5:30 PM**

President Wolak called the meeting to order at 5:45 p.m. Present at roll call: Clark, Coenen, Wolak, Ballard, Cooper, and Boelke. Absent: Shall. Also present: Clerk Poulos and Treasurer Adair.

Discussed the Municipal, Local, and Major Streets Budgets.

MOTION by Cooper, seconded by Coenen, to adjourn the meeting at 6:25 pm.

All Ayes

CARRIED

**VILLAGE OF ARMADA
REGULAR COUNCIL MEETING
MONDAY, FEBRUARY 8, 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, Cooper, and Boelke. Absent: Shall. Also present: Clerk Poulos, Treasurer Adair, Jeff Bahorski, Cheryl Murray, Scott Kline, Sue Nieman, Gary Neiman, and John Gillooly.

AGENDA, APPROVAL OF

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

1. Added **Alternate to the Planning Commission** as Consent Agenda Item E.

All Ayes

CARRIED

CITIZEN COMMENT

Armada School Board President Scott Klein read from a prepared statement (on file) regarding their July through September water bill, account number 1002.

PRESENTATIONS

None.

ADMINISTRATIVE REPORTS

- The Building Department did not submit a report for January, 2016.
- Police Commissioner Cooper commended the Armada Police Department, the Macomb County Sheriff's Department, the Michigan State Police, and the FBI for a job well done as a guilty verdict was handed down to James Vancallis in the April Millsap murder trial today.
- President Wolak also commented on the verdict and commended our Village Police Department and the Task Force that worked on the case.
- Planning Commission Liaison Coenen expressed to Council the need to reduce the number of members on the Planning Commission. He explained that there

are currently four members on the board and that all need to attend to meet a quorum. The last meeting needed to be cancelled as one member could not attend.

GENERAL BUSINESS

1. CONSENT AGENDA

MOTION by Ballard, seconded by Cooper, to approve the consent agenda as presented.

A. Approval of RCM Minutes of 1/25/16 approved as presented.

B. Payment of Bills totaling **\$33,386.27** approved for payment as follows:

1. General Fund	\$	4,250.18
2. Water Fund	\$	2,015.09
3. Sewer Plant Fund	\$	21,188.37
4. Sewer System Fund	\$	610.10
5. Major Street Fund	\$	1,716.12
6. Local Street Fund	\$	1,022.04
7. Municipal Street Fund	\$	<u>2,584.37</u>
Total	\$	33,386.27

All Ayes

CARRIED

2. OLD BUSINESS

A. TIETZ/PROSPECT BRIDGE PROJECT

Street Administrator Ballard informed Council that he does not anticipate having any updates until spring but asked for this item to remain on future Agendas.

B. EAST MAIN STREET PROJECT

Street Administrator Ballard informed Council that he does not anticipate having any updates until spring but asked for this item to remain on future Agendas.

3. NEW BUSINESS

A. POLICE DEPARTMENT FILE CABINETS

Police Commissioner Cooper stated that the Salvage Title Program is generating a substantial amount of paperwork and the Police files cannot support this increase. She asked Council to approve the purchase of two file cabinets for the Salvage Title Program to be paid for out of those funds.

MOTION by Cooper, seconded by Ballard, to approve the purchase of two file cabinets for a not to exceed total amount of \$1,100.00 utilizing salvage title funds.

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

Absent: Shall

CARRIED

B. SET PUBLIC HEARING FOR REDUCING PLANNING COMMISSION MEMBERS

As discussed previously, the Planning Commission needs to reduce their members to five in order to conduct meetings. A Public Hearing needs to be set for this ordinance change.

MOTION by Coenen, seconded by Clark, to set a Public Hearing date of February 22, 2016, at 7:00 p.m., to amend the Village Code of Ordinances and the Village Zoning Ordinance to reduce the size of the Planning Commission from seven members to five members and to authorize the Village Clerk to publish the Public Hearing in the North Macomb Voice newspaper.

All Ayes
Absent: Shall

CARRIED

C. COMPUTER DONATION TO A NON-PROFIT

Treasurer Adair asked council to consider allowing her to donate her old Village computer to Calvary Baptist Church. She stated that although the computer is old, it is still useful, and she hates to see it destroyed when a non-profit could use it. Clerk Poulos stated that it is the Village's practice to destroy the hard drives in all Village computers before recycling the hardware, as recommended by the Village's IT person and the Village Auditor, and she is concerned that allowing the computer to be donated anywhere could allow Village business information to be obtained outside of the Village offices. She stated that she also believes that computer, at one point in time, served as the Villages server which would mean that all Village information, including payroll and quickbooks, would still be on that hard drive. Treasurer Adair does not believe that computer ever served as the server. Council agreed to allow the Clerk to confirm what is actually contained on the hard drive and to bring this item back to the next RCM.

MOTION by Ballard, seconded by Cooper, to postpone for two weeks allowing Treasurer Adair to donate a used Village computer to a non-profit.

All Ayes
Absent: Shall

CARRIED

D. BUDGET AMENDMENTS

Treasurer Adair provided Council with two budget amendments for their consideration.

MOTION by Clark, seconded by Boelke, to increase revenues of account #000-675, Department Sewer Fund, line item Capital Contribution, by \$1,942.50, bringing the total adjusted prior year funds from \$82,956.00 to \$84,898.50.

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

CARRIED

MOTION by Ballard, seconded by Cooper, to increase revenues of account #453-956, Department Major Streets, line item Miscellaneous Expense, by \$700.00, bringing the total adjusted prior year funds from \$155,701.00 to \$155,001.00.

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

CARRIED

E. ALTERNATE TO THE PLANNING COMMISSION

Treasurer Adair submitted a letter to Council asking to be appointed to the Planning Commission as an alternate due to their lack of members. Attorney Bahorski stated that he does not believe that, under the Planning Enabling Act, Adair qualifies as she already serves on two boards. He also stated that the Planning Enabling Act allows for outside

residents, who own local businesses, to serve and that the Council could be pursuing that avenue for potential members.

UPCOMING AGENDA ITEMS

None.

CITIZENS COMMENTS

None.

COUNCIL COMMENTS/COMMUNITY EVENTS

Trustee Cooper announced mid-winter break for the schools Friday February 12 through Monday February 18.

EXECUTIVE SESSION TO CONSULT WITH ATTORNEY REGARDING TRIAL OR SETTLEMENT STRATEGY IN CONNECTION WITH SPECIFIC PENDING LITIGATION

MOTION by Cooper, seconded by Ballard, to enter into Executive Session at 7:24 p.m. after a five (5) minute recess.

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

Nays: None

Absent: Shall

CARRIED

MOTION by Cooper, seconded by Ballard, to return to regular meeting at 8:01 pm.

All Ayes

CARRIED

No further business.

MOTION by Cooper, seconded by Ballard, to adjourn the meeting at 8:02 pm.

All Ayes

CARRIED

Minutes submitted by:

Michelle Poulos
Armada Village Clerk