

**VILLAGE OF ARMADA  
BUDGET WORKSHOP  
MONDAY, MARCH 14, 2016  
5:30 PM**

President Wolak called the meeting to order at 5:38 p.m. Present at roll call: Clark, Coenen, Cooper, and Boelke. Ballard arrives at 5:53 pm, Wolak arrives at 6:30 pm, and Shall arrives at 6:50 pm. Also present: Clerk Poulos, Treasurer Adair, Chief Howard Smith, and Sargent Michael Patrick.

Discussed the General Fund and Municipal, Local, and Major Streets Budgets.

**MOTION** by Coenen, seconded by Cooper, to adjourn the meeting at 7:00 pm.

All Ayes

**CARRIED**

**VILLAGE OF ARMADA  
BUDGET WORKSHOP  
MONDAY, MARCH 21, 2016  
5:30 PM**

President Wolak called the meeting to order at 5:33 p.m. Present at roll call: Wolak, Coenen, Shall, Clark, Ballard, Treasurer Adair, and Clerk Poulos. Absent: Cooper and Boelke.

Discussed the General Fund, Municipal, Local, and Major Streets, Water and Sewer Budgets.

**MOTION** by Ballard, seconded by Coenen, to adjourn the meeting at 6:24 pm.

All Ayes

**CARRIED**

**VILLAGE OF ARMADA  
REGULAR COUNCIL MEETING  
MONDAY, MARCH 14, 2016  
7:00PM**

President Wolak called the meeting to order at 7:09 p.m. All rose for Pledge of Allegiance. Present at roll call: Clark, Coenen, Wolak, Ballard, Cooper, Shall, and Boelke. Also present: Clerk Poulos, Treasurer Adair, and Jeff Bahorski.

**AGENDA, APPROVAL OF**

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

1. Added **MML Property Pool and Liability Insurance Renewal** as New Business Agenda Item D.

All Ayes

**CARRIED**

**CITIZEN COMMENT**

None.

**PRESENTATIONS**

None.

**ADMINISTRATIVE REPORTS**

- The Building Department submitted its February, 2016, Building Report.
- Planning Commission Liaison Coenen announced a Public Hearing scheduled for the Planning Commission on March 23, 2016, at 7:30 pm to re-zone the recently annexed property to light industrial.
- Trustee Clark stated that the new compressor was delivered to the Sewer Plant and will be installed later this week. He thanked Larry Swartz from Larry's Automotive for helping to remove the compressor from the truck with the use of his hi-lo.
- President Wolak informed Council of an issue with the DPW's front loader on the tractor which was brought to him by DPW Supervisor Serwatowski. He stated that the injectors failed and need repair, which Serwatowski received two bids for ranging between \$3,000.00 and \$3,700.00. Wolak told Serwatowski to take the tractor to Larry's Automotive to be repaired.

**GENERAL BUSINESS**

**1. CONSENT AGENDA**

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

**A. Approval of RCM Minutes of 2/22/16** approved as presented.

**B. Payment of Bills** totaling **\$77,079.13** approved for payment as follows:

|                          |                    |
|--------------------------|--------------------|
| 1. General Fund          | \$ 35,845.37       |
| 2. Water Fund            | \$ 7,190.64        |
| 3. Sewer Plant Fund      | \$ 22,981.29       |
| 4. Sewer System Fund     | \$ 1,458.90        |
| 5. Major Street Fund     | \$ 3,190.20        |
| 6. Local Street Fund     | \$ 3,538.41        |
| 7. Municipal Street Fund | <u>\$ 2,874.32</u> |
| Total                    | \$ 77,079.13       |

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 a later date but asked for this item to remain on future Agendas as he anticipates the completion to happen next month.

**B. EAST MAIN STREET PROJECT**

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

### **3. NEW BUSINESS**

#### **A. CONFLICT OF INTEREST POLICY – CDBG REQUIREMENT**

The Clerk presented Council with a Conflict of Interest Policy (on file) prepared by the Attorney and herself to comply with CDBG requirements that recipients have one on file. This applies only to CDBG monies.

**MOTION** by Cooper, seconded by Ballard, to adopt the CDBG Conflict of Interest Requirements and Certification policy as presented.

All Ayes

**CARRIED**

#### **B. DDA BUDGET APPROVAL**

The prepared DDA budget was presented to Council for approval.

**MOTION** by Coenen, seconded by Cooper, to approve the proposed fiscal year 2016/2017 budget for the Downtown Development Authority Fund.

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

**CARRIED**

#### **C. BIDS FOR SOIL BORING OF WEST MAIN STREET**

Street Administrator Ballard presented Council with three bids obtained by Rowe Professional Services to perform soil borings on West Main Street. The bids were from:

|   |            |
|---|------------|
| 1. Construction Testing Services        | \$1,890.00 |
| 2. G 2 Consulting Group (goes to 40')   | \$4,000.00 |
| 3. PSI Engineering, Consulting, Testing | \$2,920.00 |

**MOTION** by Ballard, seconded by Clark, to accept the proposal from Construction Testing Services in the not to exceed amount of \$1,890.00 to perform soil borings on West Main Street.

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

**CARRIED**

#### **D. MML PROPERTY POOL AND LIABILITY INSURANCE RENEWAL**

The Clerk received the MML Property Pool and Liability Insurance Renewal Invoice and asked Council to approve it tonight so she can get the breakdowns from the MML for the budget.

**MOTION** by Ballard, seconded by Cooper, to approve the MML Liability and Property Pool renewal for the 2016-2017 term for a cost not to exceed \$38,819.00.

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

**CARRIED**

#### **UPCOMING AGENDA ITEMS**

None.

#### **CITIZENS COMMENTS**

None.

**COUNCIL COMMENTS/COMMUNITY EVENTS**

Clerk announced the Budget Public Hearing is set for Monday, March 28, 2016.  
Council will meet for a Budget Workshop on Monday, March 21, 2016, at 5:30 pm.  
The ABA will host an Easter Egg Hunt at the Fairgrounds on Saturday, March 19, 2016,  
at 11:00 am.

**EXECUTIVE SESSION FOR STRATEGY AND NEGOTIATION SESSION  
CONNECTED WITH THE NEGOTIATION OF A COLLECTIVE BARGAINING  
AGREEMENT IF EITHER NEGOTIATING PARTY REQUESTS A CLOSED SESSION**

**MOTION** by Cooper, seconded by Ballard, to enter into Executive Session at 7:25.

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

**MOTION** by Ballard, seconded by Coenen, to return to regular meeting at 7:33 pm.

All Ayes **CARRIED**

**MOTION** by Cooper, seconded by Ballard, to approve the employment contract between the Village of Armada and James Sharp effective April 1, 2016, and ending March 31, 2018.

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

**MOTION** by Cooper, seconded by Ballard, to approve the employment contract between the Village of Armada and Howard Smith effective April 1, 2016, and ending March 31, 2017.

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

**MOTION** by Cooper, seconded by Ballard, to approve the employment contract between the Village of Armada and Rebecca Henderson effective April 1, 2016, and ending March 31, 2019.

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

No further business.

**MOTION** by Cooper, seconded by Ballard, to adjourn the meeting at 7:38 pm.

All Ayes **CARRIED**

Minutes submitted by:

Michelle Poulos  
Armada Village Clerk