

**VILLAGE OF ARMADA
REGULAR COUNCIL MEETING
MONDAY, MARCH 28, 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: Shall, Clark, Coenen, Wolak, Ballard, Cooper, and Boelke. Also present: Clerk Poulos, Treasurer Adair, Darren Krause, John Gillooly, and Ben Delecke. Dennis LeMieux arrives at 7:20, Chris Munson arrives at 7:25, and Chris Cryderman and Dick Tharp arrived at 7:30.

AGENDA, APPROVAL OF

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

1. Moved **Executive Session** to the beginning of the meeting.

All Ayes

CARRIED

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 7:05 after a 2 minute recess.

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

CARRIED

MOTION by Cooper, seconded by Coenen, to return to regular meeting at 7:24 pm.

All Ayes

CARRIED

CITIZEN COMMENT

Darren Krause informed Council of his intention to build a new Veterinary Clinic behind the existing one. He stated that he has spoken to the Building Inspector and the Planning Commission Chairman already and wanted to inform Council of his plan. He was told to continue following up with the Building Inspector and the Planning Commission Chairman throughout the process.

PRESENTATIONS

Fire Chief Dan Reynolds was supposed to attend the Council meeting to introduce himself but due to the Executive Session being moved to the beginning of the meeting, he will attend the next meeting.

ADMINISTRATIVE REPORTS

- Treasurer Adair presented Council with the February, 2016 Treasurer's Report.
- F & V presented Council with the February, 2016, monthly operating report. Chris Munson briefly discussed the report with Council.
- Planning Commission liaison Coenen informed Council that the Planning Commission zoned the newly annexed property as industrial and building should begin in the Spring. They also adopted the DDA Budget for 2016/2017.

- The Planning Commission submitted their meeting minutes of January 4 and March 7, 2016.

GENERAL BUSINESS

1. CONSENT AGENDA

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

- A. Approval of RCM Minutes of 3/14/16** approved as presented.
- B. Payment of Bills** totaling **\$265,669.59** approved for payment as follows:

1. General Fund	\$ 38,822.10
2. Water Fund	\$ 207,935.60
3. Sewer Plant Fund	\$ 14,775.45
4. Sewer System Fund	\$ 708.07
5. Major Street Fund	\$ 708.07
6. Local Street Fund	\$ 2,720.30
7. Municipal Street Fund	<u>\$ 0</u>
Total	\$ 265,669.59

- C. List of Depositories for FY 2016/2017** approved the following banking/depository facilities: Fifth Third Bank, Capac State Bank and Bank of New York Mellon for Village of Armada deposits, drafts, transfers, wires and/or investments
- D. Investment Policy** approved to accept the Village President's submittal of the Treasurer's annual Investment Policy for Fiscal Year 2016/2017.
- E. To Set the Administrative Fees for Village Accounts** to set the Administration Fees for the Village accounts as follows: Local Street Fund \$2,600.00, Major Street Fund \$2,600.00, Water Fund \$12,500.00, Sewer Fund \$12,500.00.

All Ayes

CARRIED

2. OLD BUSINESS

None.

3. NEW BUSINESS

A. CAPITAL CHARGES FOR WATER AND SEWER

The Clerk presented Council with the annual proposed water and sewer rate resolutions (on file) reflecting an increase of 4%, on the water and sewer commodity charges. The water DWRF bond cost has also been raised 4% as required by the bond which requires at least a 3% increase.

MOTION by Shall, seconded by Clark, to adopt the attached resolutions approving the new water and sewer rates.

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

CARRIED

B. SET PROPOSED MILLAGE RATES

Treasurer Adair explained that the Council needs to set the proposed millage rates for fiscal year 2016/2017. The millage will not be set until we receive the Headlee Rollback amount from the County.

MOTION by Boelke, seconded by Ballard, to accept the recommendations by Treasurer Adair to propose the 2016 Tax Millage rate at the maximum allowable levy as permanently reduced by MCL211.34d and authorized under Truth in Taxation, MCL.21124e, with full understanding that these requested tax levy rates will be reduced, if necessary, to comply with the state constitutional (Article 9 Section 31) MCL Sections 211.34 and 211.24e. The following rates shall be proposed:

General Fund	9.4560 mills
Municipal Streets Fund	<u>3.7822 mills</u>
Total Proposed Millage Rate	13.2382 mills

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

CARRIED

C. 2016-2017 WAGE ALLOCATIONS

The Clerk and Treasurer wages need to be approved every budget year by Council resolution.

MOTION by Ballard, seconded by Cooper, to establish the compensation for the Clerk of the Village of Armada in the amount of \$25,236.00 annually effective April 1, 2016.

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

CARRIED

MOTION by Cooper, seconded by Ballard, to establish the compensation for the Treasurer of the Village of Armada in the amount of \$36,219.00 annually effective April 1, 2016.

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

CARRIED

D. PUBLIC HEARING TO ADOPT FISCAL YEAR 2016-2017 BUDGET

MOTION by Cooper, seconded by Ballard, to enter into Public Hearing for the F/Y 2016/2017 Budget at 7:40 pm.

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

CARRIED

The Village of Armada's fiscal year 2016/2017 begins April 1, 2016. The Village is required to adopt budgets for its various funds prior to this date. After several workshops conducted by the Village Council, a budget was prepared and submitted for this public hearing and Council vote. No public comments were received.

MOTION by Cooper, seconded by Ballard, to exit Public Hearing at 7:41 pm.

All Ayes

CARRIED

MOTION by Cooper, seconded by Ballard, to adopt the fiscal year 2016/2017 budgets for the following funds as presented: General Fund as presented with a projected fund balance of \$372,884.67, Municipal Street Fund as presented with a projected Fund Balance at year-end of \$109,074.75, Major Street Fund as presented with a projected Fund Balance at year-end of \$43,357.00, the Local Street Fund as presented with a projected Fund Balance at year-end of \$24,920.12, Water Fund as presented with a projected Fund Balance at year-end of \$118,610.00, and the Sewer Fund as presented with a projected Fund Balance at year-end of \$275,981.64.

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

CARRIED

E. TO AUTHORIZE THE VILLAGE TREASURER TO OPEN CREDIT CARDS IN THE VILLAGE'S NAME AT CAPAC STATE BANK

The Village has closed the credit cards which were set up through 5/3 Bank. Treasurer Adair prepared a resolution to allow her to set up credit card accounts in the names of Ed Serwatowski for \$2,000.00, Howard Smith for \$2,000.00, and herself for \$5,000.00. These cards will be used for classes and purchases that require a credit card. President Wolak asked if the cards could be put into the Village of Armada's name but Treasurer Adair stated that they cannot.

MOTION by Ballard, seconded by Cooper, to adopt the Bank Resolution authorizing the Village Treasurer to set up credit cards for the Village of Armada General Fund.

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

CARRIED

F. EMPLOYEE SICK/COMP TIME PAY OUT

Employee Edward Serwatowski requested, as allowed for in his contract, to be paid out his 40 hours of sick time hours totaling \$1,236.00.

MOTION by Cooper, seconded by Clark, to grant the request made by employee Edward Serwatowski pursuant to Article IV of the employee agreement for payment of personal/sick time in the amount of \$1,236.00.

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

CARRIED

G. KOZY CORNER REQUEST

Chris Cryderman and Dick Tharp asked Council's permission, on behalf of the Kozy Korner Saloon, to allow brick pavers to be placed at the east entrance of the building as a memorial to Ray Drummond who recently passed away and who owned this building/business for over 40 years. He explained that his son owns Picture Perfect Paving and will do the work. A flag of the Village's sidewalk will be removed for this project.

MOTION by Ballard, seconded by Clark, to grant the request made by Picture Perfect Paving to allow brick pavers to be placed on Village property adjacent to the Kozy Korner Saloon building, east side, subject to receipt of certificate of liability insurance and applicable permits.

All Ayes

CARRIED

UPCOMING AGENDA ITEMS

- A. Fire Chief Introduction
- B. Website Presentation

CITIZENS COMMENTS

None.

COUNCIL COMMENTS/COMMUNITY EVENTS

None

No further business.

MOTION by Cooper, seconded by Coenen, to adjourn the meeting at 7:56 pm.

All Ayes

CARRIED

Minutes submitted by:

Michelle Poulos
Armada Village Clerk