

**VILLAGE OF ARMADA  
BUDGET WORKSHOP  
MONDAY, MARCH 8, 2021  
5:30 PM**

Meeting began at 5:37 p.m.

Present: Ballard, Clark, Sledz, and Boelke. Wolak arrives at 5:43 p.m. Absent: Shall and Coenen. Also present: Treasurer Adair, Clerk Poulos.

Discussed Village General Funds and Street Funds.

**MOTION** by Ballard, seconded by Boelke, to adjourn the meeting at 6:46 pm.

All Ayes

**CARRIED**

**VILLAGE OF ARMADA  
BUDGET WORKSHOP  
MONDAY, MARCH 15, 2021  
5:30 PM**

Meeting began at 5:39 p.m.

Present: Ballard, Clark, and Boelke. Absent: Shall, Wolak, Sledz, and Coenen. Also present: Treasurer Adair, Clerk Poulos.

Discussed Village Water and Sewer Funds.

Meeting ended at 7:07 p.m.

**VILLAGE OF ARMADA  
REGULAR COUNCIL MEETING  
MONDAY, MARCH 8, 2021  
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, Wolak, Ballard, Sledz, and Boelke. Absent: Shall and Coenen. Also present: Clerk Poulos, Treasurer Adair, Kevin Grand, Fred Keelin, Helen Keelin, and Carol Przyhocki.

**AGENDA, APPROVAL OF**

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

All Ayes

**CARRIED**

**CITIZEN COMMENT**

None.

**PRESENTATIONS**

None.

## **ADMINISTRATIVE REPORTS**

- The Planning Commission submitted their meeting minutes of 2/1/21.

## **1. CONSENT AGENDA**

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

**A. Approval of RCM Minutes of 2/22/21** approved as presented.

**B. Payment of Bills** totaling **\$79,101.11** approved for payment as follows:

1. General Fund	\$ 45,527.58
2. Police STI	\$ 9,799.41
3. Water Fund	\$ 9,201.56
3. Sewer Plant Fund	\$ 5,681.91
4. Sewer System Fund	\$ 1,063.70
5. Major Street Fund	\$ 2,225.83
6. Local Street Fund	\$ 2,230.92
7. Municipal Street Fund	<u>\$ 3,370.20</u>
Total	\$ 79,101.11

All Ayes

**CARRIED**

## **2. OLD BUSINESS**

### **A. SEWER PLANT UPDATE**

Sewer Commissioner Clark stated that he attended the monthly F & V meeting on Wednesday. He stated that the new boiler has been approved, the first SBR tank has been drained, patching will be done prior to lining. The new Grit building has had the new, improved equipment installed and they are also continuing work on the pipe gallery and electric lines.

### **B. WATER COMMISSIONER REPORT**

Water Commissioner Boelke updated Council on several items:

- Short Term Water Works Contract – He reminded Council that this is the current agreement with F & V and will expire on March 31, 2021. The transition is going well between Ed Serwatowski and Chris Munson and the Water Works paperwork is being moved to the Sewer Plant where F & V will be working from. He stated that Munson has worked fourteen hours in the last two weeks at a cost of \$1,200.00 which is well below what was allowed for in the agreement.
- Long Term Water Works Contract – Negotiations are continuing regarding the scope of work. The DPW will stop doing the weekend well checks as this will be included in the F & V agreement.
- Cross Connections – The sample cross connections began today for municipal buildings. Seven were completed including the Village Office, Township Office, and Library. The industrial district will begin on April 1, 2021.
- Water Asset Management Plan – EGLE approved the draft which will help the Village in grant requests. Boelke is working on several grant opportunities.
- Capital Improvement Plan Report – Boelke is working on Phase 2 which requires input from the Street and Sewer Commissioners. Once the plan is completed, it will be brought back to Council for approval.

- Water/Sewer Bills – Boelke explained that the Village Office has received several phone calls regarding Water/Sewer Bills. He stated that Becky Henderson will first receive these calls and, if needed, will have Boelke contact the resident. One phone call in particular was regarding when a resident received their water bill because it was past the due date. Boelke explained that the Village sends the water bills out on a specific date and cannot explain what happens with the Postal Service’s delivery. He stated that the Village cannot vary from the due date because the Post Office did not deliver the mail in a timely manner. He stated that residents need to take mail time into consideration if they are mailing in their payments. He suggested that residents use the payment box outside of the Village Office or come in person to pay. He will work with Henderson on notifying residents of the billing cycle.

### **3. NEW BUSINESS**

#### **A. TO CONSIDER ADOPTION OF RESOLUTION CALLING ANNUAL PUBLIC HEARING ON SPECIAL ASSESSMENT ROLL FOR ARMADA VILLAGE POLICE SPECIAL ASSESSMENT DISTRICT**

**MOTION** by Ballard, seconded by Boelke, to enter into Public Hearing to consider adoption of a Resolution confirming annual Special Assessment Roll for the armada Village Police Special Assessment District at 7:17 p.m.

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

**CARRIED**

Fred Keelin inquired as to whether the millage would be dropping as it has in the previous years. He was told that Council intends to propose a 2.25 millage which is a .25 mill decrease from last year. Council has decreased this millage every year by .25 mills.

**MOTION** by Boelke, seconded by Clark, to exit Public Hearing at 7:20 p.m.

All Ayes

**CARRIED**

Treasurer Adair explained that she will prepare a special assessment roll to include only the PA 33 amounts and will bring this back to Council for approval at the April 12, 2021, Regular Meeting of Council. The Council can then approve the Resolution confirming the Special Assessment Roll. She has spoken to Bond Counsel Pat McGow and was informed that Council tonight should only approve the taxable value roll of \$43,220,246.00 and the millage amount of 2.25 mills and to approve the Resolution at a later date.

**MOTION** by Ballard, seconded by Sledz, to accept the taxable value roll of \$43,220,246 and set the millage rate to 2.25 mills and to postpone the adoption of the Resolution confirming the Special Assessment Roll for the purpose of defraying Police Protection Costs in the Armada Village Police Special Assessment District and directing further proceeding for the collection and distribution of the Special Assessment levy on the taxable value of all lands and premises in the District until the Regular Council Meeting of April 12, 2021.

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

**CARRIED**

**B. BUDGET AMENDMENTS**

Treasure Adair submitted Budget Amendments for Council's approval.

**MOTION** by Boelke, seconded by Ballard, to decrease General Fund Expenditures of Account Number 999-999, Line-Item Transfer to Other Funds, by \$25,000.00, bringing the total Estimated Fund Balance to \$424,778.10.

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

**CARRIED**

**MOTION** by Boelke, seconded by Clark, to approve the Budget Amendments for Fiscal Year 20/21 as follows: Revenue as listen on Budget Amendment in the adjusted amount of \$2,517,774.00 increasing the Fund Revenue from \$787,215.16 to \$3,304,990.16 and to further adjust the expenditures as listed on the Budget Amendment from \$2,477,774.00 to \$3,247,474.90 giving a total adjusted estimated fund balance of \$116,435.26.

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

**CARRIED**

**C. NEW DPW EMPLOYEE**

President Wolak informed Council that he, Ballard and Serwatowski interviewed Aaron Woolman for the open DPW position and is recommending that Council extend an offer of employment to him with a start date of March 15, 2021.

**MOTION** by Ballard, seconded by Clark, to authorize the Superintendent of Public Works to extend an offer of employment to Aaron Woolman at the base hourly rate of \$18.00 per hour, with overtime, comp time, clothing allowance, workers comp and liability insurance benefits comparable to those provided to current full time DPW employees. Eligible for medical, dental, disability and life insurance after 90 days of employment, personal and sick time, and holiday pay upon successful completion of the probationary period. The offer of employment is subject to Woolman passing background and medical examinations and continued employment is contingent upon Woolman completing a six-month probationary period and obtaining a CDL license, after which an employment agreement may be offered.

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

**CARRIED**

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

The Clerk received the MML Property Pool and Liability Insurance Renewal Invoice which includes a decrease of \$99.00.

**MOTION** by Ballard, seconded by Boelke, to approve the MML Liability and Property Pool renewal for the 2021/2022 term for a cost not to exceed \$43,835.00.

Ayes: Ballard, Boelke, Sledz, Clark, Wolak

Nays: None

Absent: Shall, Coenen

**CARRIED**

**UPCOMING AGENDA ITEMS**

A. Long Term Waterworks Contract

B. Employment Agreements

C. Budget Public Hearing

D. Ed Serwatowski Retirement Presentation

**CITIZENS COMMENTS**

None.

**COUNCIL COMMENTS/COMMUNITY EVENTS**

None.

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

**MOTION** by Ballard, seconded by Clark, to enter into Executive Session at 7:39 p.m. after a five (5) minute recess.

Ayes: Ballard, Clark, Sledz, Boelke, Wolak

Nays: None

Absent: Shall, Coenen

**CARRIED**

No further business.

**MOTION** by Ballard, seconded by Sledz, to adjourn the meeting at 7:53 pm.

All Ayes

**CARRIED**

Minutes submitted by:

Michelle Poulos, CMMC

Armada Village Clerk