

**VILLAGE OF ARMADA  
REGULAR COUNCIL MEETING  
MONDAY, MAY 20, 2019  
7:00PM**

President Wolak called the meeting to order at 7:05 p.m. All rose for Pledge of Allegiance. Present at roll call: Ballard, Clark, Shall, Sledz, Boelke and Wolak. Absent: Coenen. Also present: Clerk Poulos, Kevin Grand, Scott Reece, Ed Serwatowski, and Kristie Paterson.

**AGENDA, APPROVAL OF**

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

All Ayes

**CARRIED**

**CITIZEN COMMENT**

None.

**PRESENTATIONS**

None.

**ADMINISTRATIVE REPORTS**

- F & V presented Council with the April, 2019, monthly operating report. Scott Reece gave a brief synopsis of the report, which is on file.
- Received the Treasurer's Report for April, 2019.
- Business Liaison Boelke informed Council that he has prepared letters to be sent out to the nonprofits, business owners, Historical Society, Fair Board, etc. informing them of a meeting on June 12, 2019, to discuss ideas for the upcoming Sesquicentennial Celebration.
- Water Commissioner Boelke stated that he is in receipt of the paperwork from ABG North Construction required by the Invitation to Bid. He will review and, if all requirements are met, he will have them start on the Well House #6 siding replacement. He also stated that the Water Reliability Study has begun with the DPW marking the North East section of the Village water boxes so Rowe can begin GPS mapping the Villages water system. Boelke also stated that the media upgrade received good news. The company that previously made the media will continue to do so. The cost will be approximately \$250,000.00 as quoted previously, not up to \$500,000.00 as recently quoted by the newer upgraded media. This will allow the Village to move forward with Rowe's study of the arsenic containment project required by the DEQ.

**GENERAL BUSINESS**

**1. CONSENT AGENDA**

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

- A. Approval of RCM Minutes of 5/13/19** approved as presented.
- B. Payment of Bills** totaling **\$18,158.11** approved for payment as follows:

1. General Fund	\$ 1,909.79
2. STI	\$ 292.89
3. Water Fund	\$ 59.00
4. Sewer Plant Fund	\$ 3,544.96
5. Sewer System Fund	\$ 0
6. Major Street Fund	\$ 12,351.47
8. Local Street Fund	\$ 0
9. Municipal Street Fund	\$ 0
Total	\$ 18,158.11

All Ayes

**CARRIED**

## **2. OLD BUSINESS**

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

Sewer Commissioner Clark informed the Clerk that F & V has reviewed the Fair Contract and has nothing to add to it. The Clerk will prepare a new agreement for Clark to present to the Fair Board. He also updated Council on the Colonial Street Lift Station. He stated that he spoke to Darwin at D & E Landscaping and received a quote of \$850.00 to remove and replace the sidewalk at the site.

### **B. WEST MAIN STREET UPDATE**

Street Administrator Ballard informed Council that the culvert has been set and a Drain Commission Inspector was on site to witness. He stated that the milling of West Main is beginning shortly and one side will be done at a time as to not interfere with residents using the road. He also stated that a Progress Meeting is scheduled for tomorrow (5-21-19) at 1:00 pm in the Village Council Room.

## **3. NEW BUSINESS**

### **A. APPROVAL OF PAYMENT OF PERFORMERS FOR ARMADA JAMS**

The Board has, in previous years, approved payment for the Armada Jams Performers at one time so the checks can be presented the nights of the concerts.

**MOTION** by Shall, seconded by Ballard, to approve creating the checks for all performances at Armada Jams for the 2019 concert season and to allow disbursement to the performers on the day of their performance.

Ayes: Shall, Ballard, Sledz, Boelke, Clark, Wolak

Nays: None

Absent: Coenen

**CARRIED**

### **B. DPW EMPLOYEE AGREEMENT**

Three amendments were made to the agreement presented to Council. On page 3, first sentence, "1. Class S-3 Water Treatment License" was changed to "1. Class S-3 Water System License". On page 3, second sentence, "2. Class D-3 Water Treatment License" was changed to, "2. Class D-3 *Limited Chemical* License". On page 3, paragraph 2, second sentence reads, "...D-3 are suspended. Employee..." changed to "...D-3 are suspended, Employee..."

**MOTION** by Boelke, seconded by Ballard, to approve the contract agreement for the new DPW employee.

All Ayes

**CARRIED**

**C. NEW DPW EMPLOYEE**

DPW Supervisor Serwatowski and Trustees Clark and Ballard interviewed several candidates for the open DPW position and have decided to offer the position to Victor Curtis. Serwatowski stated that although he does not have his CDL license yet, he has scheduled his road test and should have it within 30 days.

**MOTION** by Ballard, seconded by Boelke, to authorize the Superintendent of Public Works to extend an offer of employment to Victor Curtis 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 and dental after 90 days of employment and vacation, personal and sick time, and holiday pay upon successful completion of the probationary period. The offer of employment is subject to Curtis passing background and medical examinations and Curtis obtaining his CDL license within 30 days. Continued employment is contingent upon Curtis completing a six month probationary period and securing Class S-3 and Class D-3 Water Licenses within three years of hire.

All Ayes

**CARRIED**

**D. CODE ENFORCER POSITION**

The Clerk informed Council that she contacted Tom Urban to inform him that he was appointed to the Code Enforcer Position at the 5-13-19 meeting and to inform him that the retainer pay for that position had been lowered to \$200.00/month from \$250.00/month. Mr. Urban is not interested in the position unless the pay remains at \$250.00/month. The Clerk provided Council with a summary of what other municipalities pay their Code Enforcement and \$250.00/month is lower than most. Some communities use their Police Departments, which Ballard asked Council to consider as one of the part time Police Officers has expressed an interest in the position. The Clerk stated that the Council would need to talk to the Police Chief prior to even considering this and President Wolak and Trustee Clark stated that they are not at all interested in the Police Department having the duties of Code Enforcement. Wolak also stated that he does not like being told what the pay should be by employees.

**MOTION** by Clark, seconded by Shall, to set the monthly retainer fee for the Code Enforcement position at \$250.00/month.

Ayes: Clark, Shall, Boelke, Sledz

Nays: Wolak, Ballard

Absent: Coenen

**CARRIED**

**UPCOMING AGENDA ITEMS**

A. Part-Time DPW Worker

**CITIZENS COMMENTS**

DPW Supervisor Serwatowski informed Council that D & E Landscaping has completed the curb work on Hollweg and did a great job. Seeding will begin when weather permits.

**COUNCIL COMMENTS/COMMUNITY EVENTS**

President Wolak announced the Memorial Day Parade hosted by the Am Vets on Memorial Day at 10:00 am. He encouraged the public to come and pay tribute to our heroes and he stated that they do a wonderful job and thanked them for their service.

No further business.

**MOTION** by Ballard, seconded by Shall, to adjourn the meeting at 7:45 pm.

All Ayes

**CARRIED**

Minutes submitted by:

Michelle Poulos, CMMC  
Armada Village Clerk