

**VILLAGE OF ARMADA
REGULAR COUNCIL MEETING
MONDAY, MAY 9, 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, Shall, and Boelke. Also present: Clerk Poulos, Treasurer Adair, Jeff Bahorski, and Dennis LeMieux.

AGENDA, APPROVAL OF

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

1. Added **Office Copier Replacement** as New Business Agenda Item E.

All Ayes

CARRIED

CITIZEN COMMENT

None.

PRESENTATIONS

None.

ADMINISTRATIVE REPORTS

- The Building Department submitted its April, 2016, Building Report.
- Trustee Clark stated that the testing machine has been delivered to the Sewer Plant and has been installed and used.
- Planning Commission Liaison Coenen stated that there are still only four members on the Planning Commission and they are in need of five. The Clerk was directed to post this opening on the website and in the office window. Treasurer Adair will post it on Channel 6.
- Police Commissioner Cooper stated that the new Police car, which was purchased through the Salvage Title Program, is at the outfitters.
- Street Administrator Ballard informed Council that the Solicitation signs have been ordered and will cost between \$300.00 and \$400.00. He stated that the sidewalks have been surveyed by himself and DPW Supervisor Serwatowski for the upcoming CDBG project and they also surveyed the trees that need to be removed, approximately 13.
- President Wolak stated that the Office Phone system broke down and needed to be replaced, as it was \$2,841.00 to repair and \$2,542.00 to replace. He authorized the emergency purchase which is reflected on the schedule of bills in the consent agenda.

GENERAL BUSINESS

1. CONSENT AGENDA

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

- A. Approval of RCM Minutes of 4/25/16 approved as presented.**

B. Payment of Bills totaling **\$40,240.47** approved for payment as follows:

1. General Fund	\$ 11,836.14
2. Water Fund	\$ 2,616.05
3. Sewer Plant Fund	\$ 19,069.81
4. Sewer System Fund	\$ 201.97
5. Major Street Fund	\$ 2,729.86
6. Local Street Fund	\$ 875.86
7. Municipal Street Fund	<u>\$ 2,910.78</u>
Total	\$ 40,240.47

All Ayes

CARRIED

2. OLD BUSINESS

A. EAST MAIN STREET PROJECT

Street Administrator Ballard informed Council that there has been no change since the last meeting. He spoke to Bob DeFrain at HRC and the project has been extended to the end of May to complete a few issues, including the issues with the grass.

3. NEW BUSINESS

A. GUARDRAIL ON TIETZ STREET

Street Administrator Ballard brought this item back to this RCM after asking Council at the last RCM to go to the Tietz Street Culvert and look at what the issue is with Mr. Moegle's gate access. He provided, and read aloud, an e-mail (on file) from Casey Collings from Great Lakes Engineering, who did the design engineering on this project, which read in part, "Taking into consideration the design speed, geometric constraints, achievable speed in the intersection, and sight distance, there is no standard railing setup that will meet all the MDOT or AASHTO requirements at this location and therefore engineering judgement must be used.....given that is no standard configuration that can be constructed at this location, both the existing configuration and the proposed modification both meet the intent of making the situation as good as possible." Given this response, Ballard asked Council to allow a modification which will take out some of the existing guardrail and will put in a bent rail to allow a better option and that this will cost approximately \$500.00. A lengthy discussion followed with the Attorney stating that his concerns include whether this will appease the resident as the other options presented earlier were costs upwards of \$26,000.00 and that this guardrail was designed to keep cars from going off the road and the Council needs to consider the safety of the residents. President Wolak stated that he sees no reason for any further expense to the Village which several Council members agreed with. Wolak invited Ballard to make a motion as the Council has spent quite a lot of time on this issue.

MOTION by Ballard, seconded by Cooper, to change the guardrail on the Tietz Street Culvert to install a bent rail to clear the visibility for Mr. Moegle's driveway for a cost not to exceed \$500.00.

Ayes: Ballard

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

CARRIED

The Clerk was directed to send Mr. Moegle a letter informing him of Council's decision.

B. FAIR AGREEMENT – SEWER SERVICES

Sewer Commissioner Clark provided Council with the Agreement between the Village and the Armada Agricultural Society, which has been reviewed by the Attorney, and asked permission to approach the Fair Board to have it signed in time for this year’s Fair.

MOTION by Clark, seconded by Ballard, to approve the Agreement between the Village of Armada and the Armada Agricultural Society to regulate discharges to the publicly owned sanitary sewer system.

All Ayes

CARRIED

C. QUICK BOOKS UPGRADE

As allowed for in the approved budget, QuickBooks needs to be updated as they will no longer support the 2013 version after May 31, 2016.

MOTION by Coenen, seconded by Ballard, to approve the upgrade to QuickBooks Pro 3 for a cost not to exceed \$559.95.

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

CARRIED

D. BS & A BUILDING AND BS & A UTILITY APPLICATION UPGRADES TO .NET

As allowed for in the approved budget, the Building and Utility systems are being upgraded to .net and will no longer support the pervasive versions which the Village currently has.

MOTION by Cooper, seconded by Clark, to approve the application upgrade to Utility Billing .net for a cost not to exceed \$750.00 and the application upgrade to Building Department .net for a cost not to exceed \$2,755.00.

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

CARRIED

E. OFFICE COPIER REPLACEMENT

The Clerk discussed the need for a new copier in the Village Office. The current copier has had issues for years and had completely stopped working on Friday, although it did work a little today. Council directed the Clerk to contact MITN and the County to see if they have cooperative bids for copiers. She will bring this item back to the next RCM.

UPCOMING AGENDA ITEMS

- A. Construction Board of Appeals
- B. Executive Session on Employee Agreement
- C. Sidewalk Program/Tree Removal Program
- D. Copier

CITIZENS COMMENTS

None.

COUNCIL COMMENTS/COMMUNITY EVENTS

Concerts in the Park (Armada Jams) begins June 15, 2016.
Memorial Day Parade on May 30, 2016 at 10:00 am.

No further business.

MOTION by Cooper, seconded by Ballard, to adjourn the meeting at 7:46 pm.

All Ayes

CARRIED

Minutes submitted by:

Michelle Poulos
Armada Village Clerk