

**VILLAGE OF ARMADA
REGULAR COUNCIL MEETING
MONDAY, JULY 12, 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, Shall, Coenen, and Boelke. Also present: Clerk Poulos, Treasurer Adair, Jeffrey Bahorski, and Joe Wordon.

AGENDA, APPROVAL OF

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

All Ayes

CARRIED

CITIZEN COMMENT

Joe Wordon introduced himself. He was representing the Romeo/Washington Chamber of Commerce who are attending local meetings to keep up on what's happening locally. He stated that he or other members will be attending meetings periodically.

PRESENTATIONS

None.

ADMINISTRATIVE REPORTS

- The Planning Commission submitted their meeting minutes of June 2, 2021.
- The June, 2021, Code Enforcement Report was submitted.
- Trustee Boelke noted the last paragraph in the Code Enforcement Report as it has been repeated on the last several reports. The paragraph states that he is looking into options regarding notification to residents/business owners regarding ordinance violations. He asked the Attorney if 2 – 3 registered/certified letters are sufficient notice before a ticket is issued, Bahorski stated that would be sufficient. Boelke suggested speaking to the Code Enforcer regarding this subject.
- Street Administrator Sledz updated Council on a few items:
 1. The street sweeper will be arriving Wednesday along with training for the DPW.
 2. The No Parking signs requested by DPW Supervisor Wagner have been discussed with Chief Patrick who suggested Sledz speak with Fire Chief Krotche regarding this.
 3. Updated Council on the status of the new trash cans for downtown, which will cost \$1,600.00.

1. CONSENT AGENDA

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

A. Approval of RCM Minutes of 6/28/21 approved as presented.

B. Payment of Bills totaling **\$43,683.58** approved for payment as follows:

1. General Fund	\$ 7,537.35
2. Police STI	\$ 802.48

3. Water Fund	\$ 10,242.76
3. Sewer Plant Fund	\$ 17,683.72
4. Sewer System Fund	\$ 2,571.82
5. Major Street Fund	\$ 566.44
6. Local Street Fund	\$ 882.56
7. Municipal Street Fund	\$ 3,396.45
Total	\$ 43,683.58

All Ayes (Wolak and Shall Abstain from Minutes)

CARRIED

2. OLD BUSINESS

A. SEWER PLANT UPDATE

Sewer Commissioner Clark stated that work is continuing at the Sewer Plant on the SBR Tank, the Pipe Gallery, and the wiring. SBR Tank 1 is running and SBR Tank 2 is drained and the equipment has been removed. This repair should be quicker than Tank 1. The Air Conditioning is up and running. The plant is still using the old generator as the new generator parts are still on back order. The UIS old logic has been updated on SBR Tank 3 and it should now have no issues with communicating with SBR Tank 1 when it is updated. Attorney Bahorski urged Clark to explain the issues the Sewer Plant is plagued with during the Fair. Clark stated they are aware, but he will discuss further with them.

B. WATER COMMISSIONER REPORT

Water Commissioner Boelke updated Council on several items:

1. He stated that he is continuing talks with McIntyre and EGLE regarding required permits for the upcoming project and the permit process takes time. As the Village is the first of roughly 30 to 40 municipalities to update the media, EGLE is still investigating the best way to move forward.
2. He informed Council that Steve Clark, Chris Sledz, Dave Wagner and himself have a meeting scheduled for Friday, July 23, 2021 at 9:00 am and invited Mike Shall to attend. The Clerk pointed out that would make a quorum and strongly advises that only three Council members attend, not four. These meetings will be held monthly.

3. NEW BUSINESS

A. RECORD RETENTION POLICY

The Clerk presented Council with a resolution for adoption to establish a retention policy for Village records. The Clerk and Attorney Bahorski explained to Council that the State has approved several general schedules for municipalities to adopt, all of which do not apply to the Village, so only the schedules pertinent to the Village are suggested for adoption.

MOTION by Boelke, seconded by Shall, to adopt the resolution approving general retention and disposal schedules 1, 8, 11, 24, 26, 28, 30, 31, and 31 as approved by the State of Michigan, for administering the retention and disposal of the Village's public records.

All Ayes

CARRIED

B. SIDEWALK REPLACEMENT PROGRAM

Street Administrator Sledz brought a new proposal from D & E Landscaping & Grading, Inc. for the sidewalk replacement program established last year. It was explained that the Village received a quote from Darwin at D & E last year for \$5.97/square foot. Unfortunately, Darwin is no longer with D & E and they could not hold that proposed cost. The new cost is \$10.00/square foot. A discussion followed on whether the Village should proceed with getting more quotes or whether the proposal from D & E should be accepted. It was discussed that procuring quotes would be timely and some members of Council felt this was a standard price for concrete at this time. The Clerk explained that letters need to be sent to the residents that the project impacts as they are responsible for half of the cost and with letters sent out last year stating \$5.97/square foot, the residents must be notified of this price increase. Residents do have the option of hiring their own contractor to replace the sidewalks.

MOTION by Ballard, seconded by Coenen, to accept the proposal from D & E Landscaping and Grading, Inc. Estimate number 6347 dated 6-25-21 for a total amount of \$78,930.00 subject to completion by 10-15-21.

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

CARRIED

C. QUOTE FOR VILLAGE OFFICE JANITORIAL SERVICES

The Clerk presented Council with a quote from P. Osten Janitorial Services, Inc. for cleaning services for the Village Office.

MOTION by Ballard, seconded by Coenen, to accept the quote from P. Osten Janitorial Services, Inc. for bi-weekly janitorial services for the Village Office, Conference Room and Police Department at a cost of \$205.00/month.

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

CARRIED

UPCOMING AGENDA ITEMS

- A. Set Public Hearing for Text Amendments
- B. Update on Water Issues
- C. Police Report

CITIZENS COMMENTS

None.

COUNCIL COMMENTS/COMMUNITY EVENTS

Sewer Commissioner Clark again reminded the public to not flush wipes down the toilet. He explained that it clogs the system and costs everyone money to fix. Park Commissioner Shall stated that Armada Jams Concert season is beginning this Wednesday at 7:00 p.m. in Memorial Park. Killer Vibe will perform this week and Wayward Wind is next week.

No further business.

MOTION by Ballard, seconded by Boelke, to adjourn the meeting at 7:57 pm.

All Ayes

CARRIED

Minutes submitted by:

Michelle Poulos, CMMC
Armada Village Clerk