

**VILLAGE OF ARMADA
REGULAR COUNCIL MEETING
MONDAY, AUGUST 13, 2018
7:00PM**

President Wolak called the meeting to order at 6:00 p.m. All rose for Pledge of Allegiance. Present at roll call: Clark, Coenen, Wolak, Ballard, Shall, Cooper, and Boelke. Also present: Treasurer Adair, Clerk Poulos, Jeff Bahorski, Edward Serwatowski, Jason Burden, and Doug Skyllis.

AGENDA, APPROVAL OF

MOTION by Cooper, seconded by Boelke, to approve agenda as presented.

All Ayes

CARRIED

CITIZEN COMMENT

None.

PRESENTATIONS

None.

ADMINISTRATIVE REPORTS

- The Building Department submitted the July, 2018, Building Department Report.
- The Planning Commission submitted their Regular Meeting Minutes of July 10, 2018.

1. CONSENT AGENDA

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

A. Approval of RCM Minutes of 7/23/18 approved as presented.

B. Payment of Bills totaling **\$46,707.68** approved for payment as follows:

1. General Fund	\$ 8,822.79
2. Police STI	\$ 2,682.98
3. Water Fund	\$ 1,751.37
3. Sewer Plant Fund	\$ 26,183.83
4. Sewer System Fund	\$ 398.24
5. Major Street Fund	\$ 2,977.77
6. Local Street Fund	\$ 998.31
7. Municipal Street Fund	\$ <u>2,892.39</u>
Total	\$ 46,707.68

All Ayes

CARRIED

2. OLD BUSINESS

A. SEWER PLANT UPDATE

Sewer Commissioner Clark informed Council that the refrigerator unit has been picked up and is in the process of being installed.

B. WEST MAIN STREET

Street Administrator Ballard informed Council that he was notified by Rowe that Superior Contracting has been awarded the bid for the West Main Street Reconstruction. Doug Skylis stated that Rowe has done a couple of projects with them but not a road project. They are located out of Almont.

3. NEW BUSINESS

A. NEW DPW EMPLOYEE

DPW Supervisor Serwatowski interviewed five perspective individuals for the open Department of Public Works laborer position. He recommends the Council extend an offer of employment to Jason Burden. President Wolak stated that he recommends Burden for this position. Burden has passed the background check and will need to pass a physical examination. He will also be required to obtain his Class S-3 and Class D-3 Water licenses within three years. Serwatowski recommends up to 4 years and will come back to Council if that is necessary.

MOTION by Ballard, seconded by Clark, to authorize the Superintendent of Public Works to extend an offer of employment to Jason D. Burden at the base hourly rate of \$18.00, with overtime, comp time, clothing allowance, hospital and medical, workers comp and liability benefits comparable to those provided to current full time DPW employees. The offer of employment is subject to Burden passing background and medical examinations. Continued employment is contingent upon Burden completing a six month probationary period and securing Class S-3 and Class D-3 Water Licenses within three years of hire.

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

CARRIED

B. POLICE CAR PURCHASE – SALVAGE TITLE FUNDS

Police Commissioner Cooper stated that Chief Patrick has obtained a quote for a new police vehicle from a cooperative bid process. This vehicle will be acquired using Salvage Title Funds.

MOTION by Cooper, seconded by Ballard, allow the Police Chief to purchase a new patrol vehicle from Signature Ford using Salvage Title Funds for a not to exceed amount of \$27,783.00.

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

CARRIED

C. POLICE EQUIPMENT PURCHASE

Police Commissioner Cooper stated that the Police Department completed firearm training and the Department’s ammunition needs to be replaced. This expense is allowed for in the 2018/2019 approved budget.

MOTION by Cooper, seconded by Ballard, to allow the Police Chief to purchase supplies and ammunition at a cost of \$634.03 as allowed for in the 2018/2019 Approved Budget.

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

CARRIED

D. RECOMMENDATION TO CONTRACT WITH ENGINEERS FOR THE SEWER PLANT IMPROVEMENTS

Sewer Commissioner Clark reminded Council that a Request for Qualifications bid was sent to Hubbell, Roth, and Clark, Rowe Professional Services, TetraTech, and Tri-County in June. He stated that all companies, with the exception of Hubbell, Roth, and Clark, submitted qualification based packages for review. Clark stated that the Committee toured the Sewer Plant then opened the packets and all of the firms were qualified and have worked on similar projects. After careful consideration, the Committee recommends Rowe Professional Services.

MOTION by Clark, seconded by Boelke, to accept the recommendation of the Sewer Commissioner and Committee to retain Rowe Professional Services to facilitate Sewer Plant improvements identified in the S-2 project manual and to authorize the President and Clerk to sign all documents subject to Village Attorney approval.

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

CARRIED

E. SIDEWALK REPLACEMENT

Street Administrator Ballard informed Council that he intends to replace sidewalks this year as required by ACT 51. There is \$10,000.00 in ACT 51 funds that must be spent this budget year. Attorney Bahorski reminded Council that if the sidewalks are replaced in front of a residence, the resident is required to pay half and will require letters to be sent prior to the sidewalk replacement.

MOTION by Ballard, seconded by Coenen, to authorize the Street Administrator to proceed with sidewalk replacement in accordance with Chapter 7 of the Village Code, using ACT 51 funds.

All Ayes

CARRIED

F. WOOD CHIPPER - QUOTES

President Wolak stated that he has been talking to DPW Supervisor Serwatowski regarding the wood chipper which has needed several repairs which were approved by Wolak. He is now recommending that Serwatowski be allowed to obtain quotes for a new wood chipper.

MOTION by Coenen, seconded by Shall, to authorize DPW Supervisor Serwatowski to obtain quotes for a new Wood Chipper.

All Ayes

CARRIED

G. METRO ACT PERMIT APPLICATION – AT & T

This Village received a Metro Act Permit extension request from AT&T.

MOTION by Coenen, seconded by Ballard, to approve and authorize the President to sign the Metro Act Right of Way Permit extension on behalf of the Village.

All Ayes

CARRIED

H. APPROVAL FOR PAYMENT OF SUB-CONTRACTED FAIR WORKERS

This is requested yearly to allow for the prompt payment of sub-contracted Fair workers.

MOTION by Ballard, seconded by Cooper, to allow for the payment to sub-contracted Fair workers on August 23, 2018.

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

Nays: None

CARRIED

UPCOMING AGENDA ITEMS

A. Backhoe Lease – Trustee Ballard informed Council that he has spoken to AIS regarding the leasing of a backhoe which would include all maintenance, on site repairs, and a replacement if equipment is down. He will obtain pricing from New Holland for the same and bring back to the next RCM. He agreed that this would be for next year's budgeting purposes.

CITIZENS COMMENTS

None.

COUNCIL COMMENTS/COMMUNITY EVENTS

Trustee Clark announced that his wife's quilt took first place at the Armada Fair. Park Commissioner Boelke stated that the reason the Business Association was not at the last Armada Jams was due to the organizer having a death in her family. She also thanked everyone for their support of this year's Armada Jams.

No further business.

MOTION by Cooper, seconded by Ballard, to adjourn the meeting at 6:41 pm.

All Ayes

CARRIED

Minutes submitted by:

Michelle Poulos, CMMC
Armada Village Clerk