

**VILLAGE OF ARMADA  
REGULAR COUNCIL MEETING  
MONDAY, AUGUST 14, 2023  
7:00 PM**

President Coenen called the meeting to order at 7:00 p.m. All rose for Pledge of Allegiance. Present at roll call: Clark, Ballard, Sledz, Boelke, Shall, Coenen, Adair. Also present: Clerk Poulos, Treasurer Porter, Jeffrey Bahorski, Kevin Grand, Robert Richter, Chris Krotche, Melissa Krotche, Amy Barzyk, James Barzyk, Kevin Grand, Jason Scott, Monica Job, Becky Henderson, and Stacy Sobatka.

**AGENDA, APPROVAL OF**

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

All Ayes

**CARRIED**

**CITIZEN COMMENT**

Amy Barzyk asked Council to take the next step in repairing Torrey Street.

Jason Scott asked the Council to consider yard waste pickup in the Village as no garbage companies will do so.

Bob Richter also asked Council to repair the roads in the Village as they are in bad shape. He is interested in the plan and timeline and asked if that would be available to the public, which it will be.

**PRESENTATIONS**

The Village Council presented Chris Krotche with a Certificate of Appreciation for his service to the Village as Fire Chief.

**ADMINISTRATIVE REPORTS**

- The Code Enforcer submitted his July, 2023, Report.
- The Treasurer submitted her July, 2023, Treasurer's Report.
- Police Commissioner Adair read aloud the Police Action Report for July, 2023.
- Sewer Commissioner Clark stated that the Sewer Plant is preparing for the Fair and that the door issue has been fixed except for the glass replacement.
- Water Commissioner Boelke updated Council on several items:
  1. He stated that the ZBA board approve Larry's Service for a variance for a side yard setback.
  2. The water tower is on track for maintenance and cleaning the week of November 6 – 10, 2023.
  3. He stated that he had a discussion with Nancy Moegle who found an error in the Capital Improvement Plan, which he will address and correct.

**1. CONSENT AGENDA**

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

**A. Approval of RCM Minutes of 7/24/23** approved as presented.

**B. Payment of Bills** totaling **\$124,221.37** approved for payment as follows:

- |                 |              |
|-----------------|--------------|
| 1. General Fund | \$ 14,935.68 |
| 2. Police STI   | \$ 4,288.18  |

3. Water Fund	\$ 15,888.61
3. Sewer Plant Fund	\$ 33,111.08
4. Sewer System Fund	\$ 1,726.09
5. Major Street Fund	\$ 2,953.97
6. Local Street Fund	\$ 47,407.52
7. Municipal Street Fund	\$ 3,910.24
Total	\$124,221.37

**C. Special Event Permit Application – Criminal (Production Company filming in the Village)** approved the Special Event Permit Application from Criminal on 8/22/23 between 1:00 pm and 5:00 pm for filming of a commercial.

All Ayes

**CARRIED**

**2. OLD BUSINESS**

None.

**3. NEW BUSINESS**

**A. METRO ACT PERMIT**

The Village received an agreement from AT&T to extend their current Metro Act Right of Way Permit until December 31, 2028.

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

All Ayes

**CARRIED**

**B. SEWER RATE RESOLUTION AMENDMENT**

An amended Sewer Rate Resolution was presented to Council for consideration. The proposed Resolution breaks down the costs for sewer between Commodity Charges and Debt Service Charge (SRF) to split out the debt service fees from the overall sewer charges for clarity.

**MOTION** by Clark, seconded by Ballard, to adopt the attached sewer resolution as amended.

Ayes: Clark, Ballard, Shall, Boelke, Sledz, Coenen, Adair

Nays: None

**CARRIED**

**C. TO CONSIDER APPROVAL OF A REQUEST TO INSTALL A HANDRAIL WITHIN THE PUBLIC RIGHT OF WAY ADJACENT TO 23084 EAST MAIN STREET (ARMADA BAR AND GRILLE)**

The Clerk received a request from business owner Mark Albrecht for the Village to install a handrail on Village property in front of his business. Most of the businesses on the south side of the street only own their buildings and Village property begins on the sidewalk and includes this step into his building. Attorney Bahorski stated that he would suggest the Village send a letter to Mr. Albrecht stating that Village is not agreeable to paying for the proposed handrails as it only benefits his business, it would grant the property owner a license to place the handrail installation within the public right of way at the property owner’s cost.

**MOTION** by Ballard, seconded by Boelke, to authorize the Village Clerk to respond to the request for a handrail system at 23084 East Main Street by informing the property owner that the Village will allow for the requested installation paid for by the property owner and subject to the terms and conditions of a License granted by the Village and reimbursement for the fees associated with preparation of the License by the Village Attorney.

All Ayes

**CARRIED**

**D. LATHROP STREET RECONSTRUCTION PROJECT AWARD**

The Village received four bids for the Lathrop Street Reconstruction Project on August 3, 2023, which were opened and tabulated by Rowe Professional Services. The low bidder was Diamond Excavating.

**MOTION** by Sledz, seconded by Ballard, to accept the bid for the Lathrop Street reconstruction project from Diamond Excavating, LLC for the not to exceed amount of \$271,825.25.

Ayes: Sledz, Ballard, Boelke, Coenen, Adair, Clark, Shall

Nays: None

**CARRIED**

**E. VENDOR QUOTES TO PERFORM PRELIMINARY DESIGN ENGINEERING FOR STREET, WATER, SEWER INFRASTRUCTURE IMPROVEMENTS**

Water Commissioner Boelke presented two quotes for Preliminary Design Engineering to facilitate the Capital Improvement Plan (CIP) for streets and infrastructure. He recommends awarding to Rowe Professional Services, Inc.

**MOTION** by Boelke, seconded by Sledz, that Rowe Professional Service, Inc. be selected to conduct Preliminary Design Engineering for Street, Water, Sewer Infrastructure Improvements at a quoted cost of \$21,500.00.

Ayes: Boelke, Sledz, Shall, Clark, Coenen, Adair, Ballard

Nays: None

**CARRIED**

**F. LICENSING AGREEMENT BETWEEN THE VILLAGE OF ARMADA AND FOSTER BLUE WATER OIL**

DPW Supervisor Wagner requested that the Village approve the leasing of an above ground gas tank through Foster Blue Water Oil. The monthly fee for rental is \$60.00 and the insurance rider amount is unknown at this time. Boelke stated that this proposal was presented to him as an emergency fuel source and he questions whether it is better to buy a fuel tank rather than rent one. Treasurer Porter also pointed out that this rental was not budgeted for and the \$.02/gallon discount would realistically only amount to less than \$10.00. Council decided to table this until the insurance costs are known and more investigation into buying or renting is completed.

**MOTION** by Shall, seconded by Boelke, to postpone this item until a future meeting.

All Ayes

**CARRIED**

**UPCOMING AGENDA ITEMS**

A. DPW garage door replacement

**CITIZENS COMMENTS**

Bob Richter asked if the information in the Capital Improvement Plan information on how the Village will proceed would be available to the public. President Coenen stated that it will definitely be available to the public as are all public documents in the Village.

**COUNCIL COMMENTS/COMMUNITY EVENTS**

Concerts in the Park series has ended for the season.  
The Armada Agricultural Fair is this week.

No further business.

**MOTION** by Ballard, seconded by Clark, to adjourn the meeting at 7:47 pm.

All Ayes

**CARRIED**

Minutes submitted by:

Michelle Poulos, MiPMC, CMMC  
Armada Village Clerk