

**VILLAGE OF ARMADA  
REGULAR COUNCIL MEETING  
MONDAY, AUGUST 28, 2023  
7:00PM**

President Pro Tem Ballard called the meeting to order at 7:05 p.m. All rose for Pledge of Allegiance. Present at roll call: Clark, Sledz, Boelke, Ballard, Adair, Shall. Absent: Coenen. Also present: Clerk Poulos, Treasurer Porter, Stacy Sobotka, James Sharp, Ben Delecke, MaryAnn Sharp, Julie Stohlman, Justin Stohlman, Joanna Galonis, Jamie Stohlman, Ron and Linda Kruger, Clifton Morgan, Walter Tripp, Danny Hall, Jack and Marcy Ventimiglia, Esther English, Kenneth Richardson, Robert Velasco, Mike Patrick, David Pulliam, Bonnie McInerney, Howard Smith, Julie Kersten, Becky Henderson, and Chief Richard Maierle.

**AGENDA, APPROVAL OF**

**MOTION** by Sledz, seconded by Clark, to approve agenda as presented.

All Ayes

**CARRIED**

**CITIZEN COMMENT**

None.

**PRESENTATIONS**

The Village Council presented James Sharp with a Certificate of Appreciation for his 18 years of service to the Village as a Police Officer and Detective Sergeant and acknowledged his over 50 years in public service. Several members of the public/Council spoke in honor of Sharp and wishing him many years of happy retirement.

**ADMINISTRATIVE REPORTS**

- F & V submitted the Monthly Operating Report for July, 2023.
- DPW Superintendent Wagner submitted the DPW Report for August, 2023.
- The Planning Commission Meeting Minutes were received for July 17, 2023.
- Sewer Commissioner Clark informed Council that they continue to investigate the CBOD concentration to find where it is and that he has met the new F & V Regional Manager Dan Beaulieu.
- Water Commissioner Boelke stated that the Village is on track to complete the EGLE mandated sampling program.
- Street Administrator Sledz informed Council that the bid has been awarded for the Lathrop Street Reconstruction and the contractor is getting their bonds in order so the project can begin this fall.
- Planning Commission Liaison Shall stated that the most recent Planning Commission meeting minutes are in the packet.
- The Clerk stated that the letter sent to Mark Albrecht owner of Armada Bar and Grille regarding the request for a handrail is in the packet.

**GENERAL BUSINESS**

**1. CONSENT AGENDA**

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

- A. **Approval of RCM Minutes of 8/14/23** approved as presented.
- B. **Payment of Bills** totaling **\$75,508.23** approved for payment as follows:

1. General Fund	\$ 12,964.91
2. Police STI	\$ 229.70
3. Water Fund	\$ 5,522.26
4. Sewer Plant	\$ 46,142.88
5. Sewer System Fund	\$ 1,692.60
6. Major Street Fund	\$ 1,886.44
7. Local Street Fund	\$ 7,069.44
8. Municipal Street Fund	<u>\$ 0</u>
Total	\$ 75,508.23

- C. **Special Event Permit Application – Armada Area Schools-Homecoming Parade** approved the Special Event Permit Application from the Armada Area Schools on September 29, 2023, between 4:00 pm and 5:00 pm to hold a parade.

All Ayes

**CARRIED**

**OLD BUSINESS**

None

**2. NEW BUSINESS**

**A. MUNICIPAL AND COMMUNITY CREDITS/SMART FUND DISTRIBUTION**

The Clerk explained that the Community and Municipal Credits are yearly turned over to Richmond Lenox EMS for the SMART bus system. It is the same contract every year, which the Clerk provided for Council’s approval.

**MOTION** by Boelke, seconded by Sledz, to allow the Clerk to sign the Municipal Credit and Community Credit Contract to distribute the FY 2024 Municipal Credit Funds totaling \$1,557.00 and the Community Credit Funds totaling \$4,578.00 directly to Richmond/Lenox EMS and to authorize the Village President and Clerk to sign on behalf of the Village.

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

Nays: None

Absent: Coenen

**CARRIED**

**B. DPW GARAGE DOOR**

DPW Superintendent Wagner provided Council with a quote from FJF Door Sales Company for a new garage door at the DPW Garage. At the last RCM, President Coenen asked all members of Council to go to the garage and look at the door to see if they feel it needs replacement or can wait for the next budget year. This purchase is not in this year’s budget, as pointed out by Treasurer Porter. President Pro-Tem Ballard stated that he met with Wagner and agrees it needs replacement this year as does Clark. Trustee Adair stated that the salt has corroded this door and until the salt is taken out of the garage, this will do the same to a new door. Ballard stated that the DPW should be washing off the vehicles before they are placed in the building so the salt is washed off. Trustee Boelke stated the he would advise Wagner to do a better job during the budget process so these types of purchases are budgeted for.

**MOTION** by Sledz, seconded by Clark, to approve the purchase of a 16' x 12' insulated ribbed steel sectional garage door with an electric heavy duty garage door opener at a cost not to exceed \$5,720.00 from FJF Door Sales Company and to allow the Clerk to sign the proposal on behalf of the Village.

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

**CARRIED**

**C. DPW GAS AND DIESEL TANKS**

The Clerk informed Council that the paperwork for the diesel tank has been sent to the insurance company and is not back yet to show how much the rider will cost the Village. She informed Council that there will now be a \$60.00/month charge for the diesel tank that the Village has had since 2020. Wagner informed the Clerk that he will fill out paperwork for a gas tank once the rider amount is known as he feels it is more important to keep the diesel tank at this time.

**MOTION** by Boelke, seconded by Sledz, to postpone consideration of the Licensing Agreement between the Village and Foster Blue Water Oil Co., LLC for one diesel fuel tank to the September 11, 2023 regular meeting.

All Ayes

**CARRIED**

**D. SET CAPITAL IMPROVEMENT PLAN COMMITTEE**

As the Village moves forward with a Capital Improvement Plan, a committee needs to be formed to outline how the Village will proceed with projects and paying for such projects. President Coenen has spoken with members of Council and some residents and received commitments from all.

**MOTION** by Boelke, seconded by Shall, to appoint Anne Porter, Steve Clark, Chris Sledz, Amy Barzyk, and Mike St. John to the Capital Improvement Committee with Anne Porter as the point contact for the Engineers and the committee.

All Ayes

**CARRIED**

**E. CONSTRUCTION ENGINEERING RELATED SERVICES PROPOSAL FROM ROWE PROFESSIONAL SERVICES COMPANY**

Street Administrator Sledz provided Council with a quote from Rowe Professional Services Company for construction engineering related services for the Lathrop Street Project. Treasurer Porter explained that this amount was not budgeted for in this years budget and will now put this project \$67,000.00 over budget. Discussion followed with Council deciding that this is a necessary expense.

**MOTION** by Sledz, seconded by Clark, to approve the Proposal from Rowe Professional Services Company for construction engineering related services for the not to exceed amount of \$31,500.00 and to allow Street Administrator Sledz to sign on behalf of the Village. This amount will require an amendment to the budget.

Ayes: Ballard, Shall, Clark, Boelke, Sledz, Adair  
Nays: None  
Absent: Coenen

**CARRIED**

**UPCOMING AGENDA ITEMS**

- A. Diesel Tank Agreement
- B. Semcog Briefing on October 9, 2023, at 6:00 pm.

**CITIZENS COMMENTS**

None.

**COUNCIL COMMENTS/COMMUNITY EVENTS**

Homecoming Parade is on September 29, 2023.

No further business.

**MOTION** by Adair, seconded by Clark, to adjourn the meeting at 7:58 pm.

All Ayes

**CARRIED**

Minutes submitted by:

Michelle Poulos, MiPMC, CMMC  
Armada Village Clerk