

**VILLAGE OF ARMADA  
REGULAR COUNCIL MEETING  
MONDAY, SEPTEMBER 11, 2017  
7:00PM**

President Woyak called the meeting to order at 7:00 p.m. All rose for Pledge of Allegiance. Present at roll call: Shall, Clark, Coenan, Wolak, Ballard, Cooper, and Boelke. Also present: Clerk Poulos, Treasurer Adair, Jeff Bahorski, Dennis LeMieux, Curtis McBride, Amy Delia, Nancy Moegle, Donald DePalma, Lawrence Sobczak, Arthur Simpson, and Bonnie Simpson.

**AGENDA, APPROVAL OF**

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

All Ayes

**CARRIED**

**CITIZEN COMMENT**

None.

**PRESENTATIONS**

None.

**ADMINISTRATIVE REPORTS**

- Received the August, 2017 Building Report.
- Planning Commission Liaison Coenen informed Council that the Planning Commission will be holding a Public Hearing to discuss a land split at Krause Veterinary Clinic on October 2, 2017.

**1. CONSENT AGENDA**

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

**A. Approval of RCM Minutes of 8/28/17** approved as presented.

**B. Payment of Bills** totaling **\$34,517.73** approved for payment as follows:

1. General Fund	\$ 3,989.05
2. Police STI	\$ 303.82
3. Tax	\$ 840.09
4. Water Fund	\$ 5,708.03
5. Sewer Plant Fund	\$16,675.63
6. Sewer System Fund	\$ 417.00
7. Major Street Fund	\$ 1,049.20
8. Local Street Fund	\$ 2,050.50
9. Municipal Street Fund	<u>\$ 3,484.41</u>
Total	<b>\$34,517.73</b>

**C. Special Event Permit – Armada High School – Homecoming Parade -**  
approve the application from the Armada High School for a Special Event Permit on September 29, 2017, for the Homecoming Parade.

All Ayes

**CARRIED**

## **2. OLD BUSINESS**

None.

## **3. NEW BUSINESS**

### **A. AUDITOR'S REPORT**

Curtis McBride and Amy Delia presented the FY 2016/17 Audit to Council. The Audit indicates that all funds are within, most beyond, recommended balances. The complete Audit is on file.

**MOTION** by Cooper, seconded by Ballard, to accept the Audit for Fiscal Year ending March 31, 2017 and to place on file.

Ayes

**CARRIED**

### **B. APPOINTMENTS TO THE ZBA/PLANNING COMMISSION**

President Wolak stated that interviews had been held with the two interested parties for the Zoning Board of Appeals and that the party that had sent a letter of interest for the open Planning Commission seat did not return two phone calls from the Village to set up an interview. The committee that met with the two applicants are recommending their appointments to President Wolak.

**MOTION** by Ballard, seconded by Shall, to comply with the President's recommendation to appoint Mike St. John to the Zoning Board of Appeals to a term ending December 31, 2019, subject to the appointee meeting the qualifications set forth in Chapter II of the Village Charter.

All Ayes

**CARRIED**

**MOTION** by Ballard, seconded by Clark, to comply with the President's recommendation to appoint Don DePalma to the Zoning Board of Appeals to a term ending December 31, 2019, subject to the appointee meeting the qualifications set forth in Chapter II of the Village Charter.

All Ayes

**CARRIED**

### **C. CREDIT CARD POLICY AMENDMENTS**

Treasurer Adair provided an updated Purchase/Credit Card Guidelines policy for Council to approve. She stated the only amendment is to the Bank name as Capac State Bank is now Lakestone Bank.

**MOTION** by Ballard, seconded by Shall, to accept the amendments to the Purchase/Credit Card Guidelines policy.

All Ayes

**CARRIED**

### **D. WASTEWATER TREATMENT PLANT GRIT BUILDING HVAC SYSTEM IMPROVEMENTS BID AWARD**

Sewer Commissioner Clark explained that four bids had been received for this work and had been opened and accepted by Doug Skylis at Rowe. Clark could not be present for this but has spoken to Skylis who is recommending Watson Brothers Service Company

who is the lowest bidder. Clark stated that this bid not only includes the make-up air unit and ventilation issues but also the heating issues. He stated that there will be an amendment to the finish date as there is a 10 week wait for the make-up air unit so the date will be amended from November 10, 2017, to December 15, 2017. Trustee Shall stated that he has had some experience with Watson Brothers and finds them an excellent company to deal with. The work should begin in October and the Notice to Proceed will be sent to the DEQ by September 30 to comply with their timeline for S-2 completion.

**MOTION** by Clark, seconded by Shall, to accept the bid from Watson Brothers Service Company in the not to exceed amount of \$78,000.00 for the HVAC Improvements to the Grit Building at the Waste Water Treatment Plant.

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

**CARRIED**

**E. CHANGING OF THE PAPER OF RECORD FOR VILLAGE PUBLIC NOTICES**

The Clerk explained to Council that the Voice Newspaper, the Village's paper of record, sent the Village a subscription invoice. The Village has never paid a subscription fee and when the Clerk called and questioned this, she was told this was new and they would not waive the fee. The Clerk was asked to investigate cost comparisons and coverage of The Record and the Voice at a previous RCM and, at that time, she could not really get a good answer as to distribution, as they do not differentiate between the Village and Township of Armada. After the recent discussion with Larry Sobczak at the Record, the Clerk was provided a cost comparable to what the Village is currently paying. After a brief discussion with Mr. Sobczak and members of Council, the Council agreed to change the paper of choice.

**MOTION** by Ballard, seconded by Cooper, to confirm the President's designation of The Record as the official newspaper for publications of official notices for a term expiring on November 21, 2018.

All Ayes

**CARRIED**

**UPCOMING AGENDA ITEMS**

A. Lakestone Bank

**CITIZENS COMMENTS**

None.

**COUNCIL COMMENTS/COMMUNITY EVENTS**

Homecoming Parade is September 29, 2017, at 5:00 pm.  
Armada Geddon is October 7, 2017

No further business.

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

All Ayes

**CARRIED**

Minutes submitted by:  
Michelle Poulos, CMMC, Armada Village Clerk