

**VILLAGE OF ARMADA
REGULAR COUNCIL MEETING
MONDAY, SEPTEMBER 12, 2016
7:00PM**

President Wolak called the meeting to order at 7:00 p.m. All rose for Pledge of Allegiance. Present at roll call: Shall, Clark, Coenen, Wolak, Boelke, Cooper, and Ballard. Also present: Clerk Poulos, Treasurer Adair, Jeff Bahorski, Dennis LeMieux, Police Chief Mike Patrick, Jennifer Millsap, Karyn Risch, and Jean Persely.

AGENDA, APPROVAL OF

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

All Ayes

CARRIED

CITIZEN COMMENT

None.

PRESENTATIONS

None.

ADMINISTRATIVE REPORTS

- The Building Department submitted its August, 2016 report. LeMieux also informed Council that the footings will be set at Duncan's new building tomorrow.
- Sewer Commissioner Clark informed Council that the air conditioning unit has been installed and is working at the Sewer Plant and that the alarm system is going to be installed in the next couple of weeks.
- Street Administrator Ballard informed Council that the biannual bridge inspections have been turned over to Rowe Incorporation to be completed by December 31, 2016.
- The Clerk and Attorney informed Council of an opinion from Attorney General Bill Schuette addressing civic and charitable organizations that solicit contributions in public right of ways. Bahorski explained the opinion which now prohibits the Village from issuing Four Corner permits. Police Chief Patrick will inform the organizations that have historically pulled these permits.
- The Clerk informed the Council that as of this time, the Village website is not being updated. She stated that the new website is underway and Council and the public will be notified when it is up and running. She also stated that the Village e-mails are again working.
- Planning Commission liaison Coenen stated that the Planning Commission meeting was cancelled this month due to lack of business.

GENERAL BUSINESS

1. CONSENT AGENDA

MOTION by Ballard, seconded by Coenen, to approve the consent agenda as presented.

A. Approval of RCM Minutes of 8/22/16 approved as presented.

B. Payment of Bills totaling **\$101,033.88** approved for payment as follows:

1. General Fund	\$ 28,019.93
2. Water Fund	\$ 25,819.13
3. Sewer Plant Fund	\$ 34,945.29
4. Sewer System Fund	\$ 1,112.29
5. Major Street Fund	\$ 5,580.36
6. Local Street Fund	\$ 2,293.78
7. Municipal Street Fund	<u>\$ 3,263.10</u>
Total	\$101,033.88

C. Special Event Permit – Armada High School – Homecoming Parade - approve the application from the Armada High School for a Special Event Permit on September 23, 2016, for the Homecoming Parade.

D. Employee Rules of Conduct Amendment – to approve the amended Employee Rules of Conduct.

All Ayes

CARRIED

2. OLD BUSINESS

A. EAST MAIN STREET PROJECT

Street Administrator Ballard informed Council that the work at Crull and Main has been completed and he is waiting for a good rain to see how it drains.

B. TIETZ STREET CULVERT

Street Administrator Ballard stated that he is still waiting for a response from MDOT.

3. NEW BUSINESS

A. WATER TAP-IN

Water Commissioner Shall addressed members of the April Millsap Memorial Garden who were in attendance to request to tap in to the Village water system for an irrigation system to water the garden. He thanked them for attending and stated that the garden is a good addition to the community. He referenced their letter (on file) that requested an amendment to the tap fee since they have “highly qualified and well known contractors in place to help this process be completed with little or no cost to the Village of Armada” as people are donating time and supplies. Discussion followed with Attorney Bahorski stating that the only fees Council could consider waiving are the tap in fees of \$500.00 but the connection fees would stand and that the DPW Supervisor would need to be contacted by the Water Commissioner to discuss any reduction of costs. Shall will contact Serwatowski to discuss and contact the Garden members when a decision is made.

B. POLICE CAR DISPOSAL

Police Chief Patrick explained to Council that he has two police cars and two Trek mountain bikes that he would like to dispose of via an online auction site which has been used previously by the Police Department. He explained, in detail, the issues with the vehicles and the bikes which will be disclosed on the auction site.

MOTION by Cooper, seconded by Coenen, to approve the sale of the 2011 Dodge Charger VIN # 2B3CL1CT1BH599099, the 2008 Dodge Charger VIN # 2B3KA43G08H199811, and two black Trek Mountain Bikes through advertisement and bid solicitation on an on-line auction site, authorize the Police Chief to accept

the highest qualified bid received and authorize the Village Clerk to execute all documents required to transfer title to the vehicles.

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

CARRIED

C. AUDITOR'S ENGAGEMENT LETTER

Treasurer Adair explained that this letter is standard procedure, with the exception that it is a three year contract rather than a one year, for the intent to audit from McBride, Manley & Company. It was discussed that the cost is the same as last year, will continue to be the same for the next three years, and the office is very pleased with the services it receives from them.

MOTION by Ballard, seconded by Cooper, to approve the proposal from McBride-Manley Company P.C. for Audit Services for the fiscal years ending March 31, 2017, March 31, 2018, and March 31, 2019 in the amount of \$21,900.00 per year and to allow the Treasurer to sign on the Village's behalf.

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

CARRIED

D. ACCEPT/DECLINE NON-CDBG SIDWALK BID(S)

Street Administrator Ballard received one bid for the non-CDBG sidewalk project from GM & Sons, Inc. in the amount of \$142,630.00 which is over our budget for this project.

MOTION by Ballard, seconded by Coenen, to decline the bid from GM & Sons, Inc. in the amount of \$142,630.00 for the non-CDBG sidewalk program and to allow the Street Administrator to rebid the project at a later date.

All Ayes

CARRIED

E. ACCEPT/DECLINE CRACK SEALING BIDS

Street Administrator Ballard received and opened the following two bids (on file) for crack sealing of Village streets:

- | | |
|---------------------------|------------|
| 1. Fresh Look Sealcoating | \$7,500.00 |
| 2. Superior Seal Coating | \$9,000.00 |

MOTION by Ballard, seconded by Cooper, to accept the bid from Fresh Look Sealcoating for crack sealing of Village Streets at unit prices bid.

All Ayes

CARRIED

UPCOMING AGENDA ITEMS

- A. Tietz Street Culvert
- B. East Main Street Project

CITIZENS COMMENTS

None.

COUNCIL COMMENTS/COMMUNITY EVENTS

The Homecoming Parade is September 23, 2016, at 5:00 p.m.

No further business.

MOTION by Ballard, seconded by Clark, to adjourn the meeting at 7:46 pm.

All Ayes

CARRIED

Minutes submitted by:

Michelle Poulos, CMMC
Armada Village Clerk