

VILLAGE OF SARANAC
REGULAR MEETING MINUTES
March 11, 2019

The Saranac Village Council Regular Meeting was called to order by President Darby at 7:00 p.m. at the Saranac Village Office, 27 N Bridge Street.

The meeting was opened with the Pledge of Allegiance.

Present: President Darby, Straubel, DPW Simmons; Trustees – Doll, Klutman, Mulnix, Simmons, Whorley

Absent: None

Guests: Spence Riggs – Ionia County Economic Alliance (ICEA)

Motion was made by Doll, supported by Simmons, to approve the Regular Agenda. All yeas.

Public Comments

Spence Riggs introduced himself as the new Business Development Coordinator for ICEA. Riggs provided council members with ICEA's most recent Annual Report, which highlights their accomplishments for 2018.

Riggs noted that the ICEA has been in partnership with The Right Place for over 7 years. Their partnership has generated over 700 new and retained jobs in Ionia County.

Riggs touched on several of the topics covered in the Annual Report, including but not limited to; "Discover Manufacturing", an initiative that allowed over 140 students from 4 area schools to explore modern manufacturing career paths, first-hand. ICEA collaborated with 9 local manufacturing companies on this initiative.

Riggs noted that the Village of Saranac is 1 of ICEA's 32 current investment partners. ICEA is a public-private partnership, receiving financial support from both communities and businesses. This support is needed to allow ICEA to bring continued economic development resources to Ionia County.

Darby inquired about ICEA's progress in the area of broadband internet services. Riggs ensured council, that ICEA is working diligently on this matter.

Law Enforcement Report

Council received Ionia County Sheriff Office stats for Village of Saranac patrol for the month of February 2019.

Motion was made by Simmons, supported by Klutman, to accept the minutes of the February 11, 2019 Regular Meeting. All yeas.

Motion was made by Doll, supported by Mulnix, to accept the Treasurer's Report of February 28, 2019. All yeas.

Various Accounts Payable items were reviewed and questions answered.

Motion was made by Doll, supported by Simmons, to approve the Accounts Payable of March 11, 2019, in the amount of \$171,876.50.

Roll call vote: yeas – Doll, Klutman, Mulnix, Simmons, Whorley, Darby; nays – none; absent – none.

Council reviewed the financial results for fiscal year ending 2/28/19, as well as the proposed budget amendments presented by Straubel.

Straubel provided a summary of the reports provided.

Motion was made by Whorley, supported by Simmons, to accept the budget amendments for fiscal year ending 2/28/19, as presented.

Roll call vote: yeas – Doll, Klutman, Mulnix, Simmons, Whorley, Darby; nays – none; absent – none.

The Zoning Administrators Report for February 2019 was reviewed.

Klutman reported on the March 6th joint training session led by Tim Johnson of MainStreet Planning. Planning Commission and Zoning Board of Appeals members received a 68-page training book and Johnson presented a slide-show synopsis of topics covered in the book.

Johnson is tentatively planning to attend the April 3rd Planning Commission meeting, to guide members through the process of updating the Village of Saranac Master Plan.

Council reviewed 2 proposed Resolutions in reference to street funding that has recently become available through the State of Michigan's Transportation Economic Development Fund (TEDF) Category B Program. Grant applications for funding assistance are due by April 5, 2019 for 2019 and 2020 projects.

Council recently approved the 2019/2020 Village budget which includes \$290,000 for resurfacing Parsonage Street from Summit Street to the south Village limit. Resolution #031119A requests funds in the amount of \$125,000 (50% of Parsonage Street Project – roadwork only) through the TEDF Program. Resolution #031119B requests funds in the amount of \$250,000 (50% of Center Street Project – roadwork only) through the TEDF Program. If the Village is successful in obtaining grant funds totaling \$375,000, both of these projects will be financially feasible sooner than anticipated; Parsonage Street in 2019, Center Street in 2020.

Motion was made by Whorley, supported by Doll, to approve Resolution #031119A, a Resolution to Establish a Request for Funding, Designate an Agent, Attest to the Existence of Funds and Commit to Implementing a Maintenance Program for Resurfacing of Parsonage Street in 2019, Funded by the Transportation Economic Development Fund Category B Program, in the amount of \$125,000.

Roll call vote: yeas – Doll, Klutman, Mulnix, Simmons, Whorley, Darby; nays – none; absent – none.

Motion was made by Mulnix, supported by Simmons, to approve Resolution #031119B, a Resolution to Establish a Request for Funding, Designate an Agent, Attest to the Existence of Funds and Commit to Implementing a Maintenance Program for Reconstruction of Center Street in 2020, Funded by the Transportation Economic Development Fund Category B Program, in the amount of \$250,000.

Roll call vote: yeas – Doll, Klutman, Mulnix, Simmons, Whorley, Darby; nays – none; absent – none.

Committee Reports

Parks & Recreation

Darby informed council members of Saranac Community Association's (SCA) intent to purchase an electric sign. They would like to place the sign on Bridge Street, in close proximity to the Trailhead property. The sign they have chosen is one-sided and would be placed so it could be read by traffic coming into town from the north. Council discussed sign placement as it relates to Village owned property, and other aspects to be considered such as zoning regulations for signage. Darby will relay council's questions/comments to Ryan Hesche, SCA President and advise that he contact Jeanne Vandersloot, Zoning Administrator.

Straubel reported that Saranac School's softball coach inquired about use of Scheid Park ballfields. Straubel referred him to Dave Bollone of the Saranac Youth Baseball League, as he coordinates use of the fields.

Streets

DPW Simmons reported that the DPW crew has been diligently patching pot-holes, although patches may not hold due to wet conditions. Per Simmons, he would rather patch them twice than leave them as is. Council members concurred.

Buildings & Grounds – No report.

Water & Sewer

DPW Simmons reported that the DPW crew continues the task of inspecting all residential pipes, per DEQ directive. They are delivering approximately 20 inspection notices per week, but resident response rate is spotty. Simmons suspects that other communities are having the same difficulties. Darby suggested that Simmons keep very thorough records, documenting the efforts he and his staff have made and continue to make.

Public Safety

DPW Simmons reported that per number of calls to date, the Saranac Fire Department is on pace for 690 calls in 2019, compared to 445 in 2018.

Budget – No report.

Personnel

Council members reviewed a Short-Term Disability Policy, prepared and proposed by the Personnel Committee. Darby provide a summary of the policy for council members, and addressed questions arising from discussions. The policy allows for up to 13 weeks in benefits, paid at 50%. Terms and eligibility requirements apply and are addressed in the proposed policy.

Motion was made by Klutman, supported by Simmons, to approve the Short-Term Disability Benefit Policy as prepared and proposed by the Personnel Committee.

Roll call vote: yeas – Doll, Klutman, Mulnix, Simmons, Whorley, Darby; nays – none; absent – none.

Darby reported that DPW Simmons completed annual performance evaluations of 3 DPW employees, and shared his report/findings with Personnel Committee members. Darby met with Straubel and DPW Simmons separately for their annual performance evaluation.

Personnel Committee members commented on the weekly activity reports provided to them by Straubel and DPW Simmons. The reports assist committee members in evaluating Simmons and Straubel's performance and provide them with a better understanding of the day-to-day inner-workings of the Village.

Darby provided council members with the Personnel Committee's recommendation for employee wage increases.

Motion was made by Doll, supported by Klutman, to accept the Personnel Committee's recommendation for employee wage increases, effective with pay period beginning 3/3/19, to be paid 3/15/19.

Roll call vote: yeas – Doll, Klutman, Mulnix, Whorley, Darby; nays – none; absent – none; abstain – Simmons.

Public Comments – None.

Additional Business

Darby met with Marilyn Cahoon of the Boston/Saranac Historical Society (BSHS) to discuss plans for the Village of Saranac's 150-year anniversary (Sesquicentennial).

Cahoon inquired if the Village would be willing to purchase a plaque for the milestone anniversary, costing approximately \$700. Council members agreed to the purchase, adding that they would like to see the plaque placed on the Village Office exterior after anniversary events.

Cahoon also inquired if the Village would look into obtaining a Proclamation for the event, written/signed by a State Government Official.

The BSHS will have commemorative t-shirts and books for sale and the SCA will have 100-year and 150-year anniversary plates for sale.

Straubel forwarded an email message to council members regarding the 2nd Annual Dirty 30 Bike Race which is scheduled for March 30th. The email included a link to the event's website, where council members can sign up to volunteer for the event.

Meeting adjourned at 8:11 p.m.



Becky A Straubel, Treasurer/Deputy Clerk