

VILLAGE OF SARANAC
REGULAR MEETING MINUTES
November 9, 2020

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, Hooper, Klutman, Mulnix, Simmons, Whorley

Absent: None

Guests: Deputy Rachel Ervin, Jason Ricket

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

Public Comments – None

Law Enforcement Report

Council reviewed Ionia County Sheriff Office stats for Village of Saranac patrol for the month of October 2020.

Deputy Rachel Ervin was present to update council members on ICSO items of interest and answer any questions council might have.

Ervin emphasized that Village residents should report incidents such as vehicles being damaged and/or broken into, etc., no matter how insignificant. The only way law enforcement can resolve these types of issues is to gather information.

Hooper asked Ervin questions pertaining to the Village's newly adopted ORV Ordinance. Ervin was not aware that the Village had adopted an ORV Ordinance. Straubel will forward a copy to her, for distribution to ICSO road patrol.

Council reviewed a letter of request from the Saranac/Clarksville District Library, to close off a section of the Village owned parking lot on Erv Taylor Avenue on Thursdays from 8 a.m. to noon, June 10 – August 19, for their Summer Reading Program.

Council members voiced concern over limiting parking spaces for patrons of downtown businesses. DPW Simmons stated that the area they are requesting to close off, typically has 15-20 cars parked there during the time frame they are requesting.

Council members concurred that it would not be in the best interest of the Village as a whole, to block off public parking spaces that are routinely used, and suggested using Scheid Park or the trailhead location instead. Council members agreed that the library could use these locations free of charge.

Council reviewed a letter from the Saranac Housing Commission regarding the reappointment of Mrs. Donna Smit to the Saranac Housing Commission Board and the Saranac Non-Profit Housing Corporation Board.

Motion was made by Mulnix, supported by Doll, to reappoint Mrs. Donna Smit as Vice President of the Saranac Housing Commission Board and as a Director of the Saranac Non-Profit Housing Corporation Board, with a 5-year term retroactive to May 1, 2020 and expiring May 1, 2025.

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

Council reviewed the MERS Defined Contribution Plan Adoption Agreement Addendum. Darby explained that the Addendum is a restatement of the terms and conditions of the original Defined Contribution Plan Adoption Agreement.

Motion was made by Mulnix, supported by Hooper, to approve the MERS Addendum, effective January 1, 2021, as presented and signed by Sharon Darby, Village President.

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

Motion was made by Doll, supported by Simmons, to accept the minutes of the October 12, 2020 Regular Meeting. All yeas.

Motion was made by Klutman, supported by Simmons, to accept the Treasurer's Report of October 31, 2020. All yeas.

Various Accounts Payable items were reviewed and questions answered.

Council members briefly discussed that the Center Street project went beyond the end date stated in the contract. Per DPW Simmons, that was due to the cement subcontractor, not CL Trucking & Excavating. DPW Simmons will discuss the topic with Todd Richter, Fleis & VandenBrink Engineer for the project.

Mulnix inquired why the sidewalk on the east side of Center Street (south of Mill) doesn't run the full length of the street. DPW Simmons stated that was before his time and he doesn't have an answer to that question.

Motion was made by Doll, supported by Mulnix, to approve the Accounts Payable of November 9, 2020, in the amount of \$276,912.76.

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

Zoning Administrator Report

The Zoning Administrator's Report of Services for October 2020 was reviewed.

Darby informed council that the Saranac Community Association (SCA) is very close to raising the funds needed to purchase an electronic sign. Darby, as a member of the SCA, has had conversations with Jeanne Vandersloot, Zoning Administrator, about sign regulations.

Ervin requested that the ICSO be provided with after-hours contact information once the sign is in operation, in case of vandalism or a security breach of the computer program that runs the message on the sign.

Planning Commission Report

Klutman reported that the Planning Commission did not hold their regularly scheduled meeting for October, as there was no old business to address or pending new business.

Committee Reports

Budget

Budget numbers are due to Straubel by December 1st.

Public Safety

Darby reminded Chief Simmons to submit Fire Department budget numbers to Straubel, as the annual Fire Board meeting is typically held in the month of January.

Parks & Recreation

Council members commented that the grass at the trailhead property is looking nice.

DPW Simmons reported that Scheid Park restrooms are now closed and drinking fountains at Scheid Park and the Trailhead are winterized.

Streets

Klutman reported that the committee needs to schedule a meeting with Todd Richter to discuss next year's budget numbers.

Mulnix inquired about the logic behind the different driveway surfaces that were used for the Center Street project. DPW Simmons stated that the driveway surfaces were replaced with the type of surface they had prior to the project.

Mulnix inquired about the noticeable bump at the intersection of Mill and Center Streets. DPW Simmons concurred that there is a bump there. He will address the issue when going through the project punch list with Richter.

Buildings & Grounds – No report.

Water & Sewer

DPW Simmons shared PFAS results with council and was pleased to report that PFAS was not detected in any of the samples taken.

DPW Simmons reported that eleven large meters stopped working at the same time. The cost to purchase replacement meters is approximately \$1,000 each. As a less expensive alternative, \$460 versus \$1,000 per meter, the DPW will learn how to replace the register (an internal part) of the meter.

There is a 6-week lead time on the register, so meter reads for these eleven meters will have to be estimated for the December 31, 2020 billing period. Straubel confirmed that estimated readings are noted as such on the water/sewer bill.

Personnel

Due to the fact that Covid-19 cases have increased dramatically in Ionia County, DPW Simmons inquired whether he should be staggering DPW employee's hours, and under what circumstances should he send an employee home.

Council members concurred that DPW Simmons should monitor individual situations, keep employees apart as much as possible, and take action as he sees fit.

Darby encouraged DPW Simmons to err on the side of caution, and if an employee thinks they have been exposed, send them home and/or to get tested.

Darby also stated that she is available to confer with DPW Simmons if he is unclear on what action to take.

DPW Simmons stated that he would like to meet with the Personnel Committee. A meeting was scheduled via Zoom at noon this Thursday.

Public Comments – None.

Additional Business

Council discussed recent election results. Sharon Darby was reelected as Village President and Trustee incumbents Brandon Mulnix and Chris Simmons were reelected. Newly elected Trustee Jason Ricket's term will begin November 20, 2020. Ricket and those who were reelected will take the Oath of Office at the December 14, 2020 Village Council meeting. Trustee Hooper's term expires at the end of this meeting. Hooper was appointed in November 2019 to fill a vacant Trustee position until the November 2020 election, at which time he would have to run for a 2-year term expiring in 2022. Hooper did not file necessary paperwork to be on the 2020 ballot for the 2-year term, so council can appoint someone to fill the vacant Trustee position, at December's Council Meeting.

Meeting adjourned at 8:00 p.m.



Becky A. Straubel, Treasurer/Deputy Clerk