

VILLAGE OF SARANAC  
REGULAR MEETING & PUBLIC HEARING MINUTES  
September 8, 2025

The Saranac Village Council Regular Meeting/Public Hearing 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 Koster; Trustees – Day, Klutman, Mulnix, Talcott,  
Absent: Doll, Whorley  
Guests: Deputy Alec Stewart, Angela Stephens, Saranac Housing Commission Director

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

Public Comments – None

Law Enforcement Report

Council members reviewed Ionia County Sheriff Office stats for Village of Saranac patrol for the month of August 2025.

Deputy Alec Stewart was in attendance to provide council members with an update on village law enforcement items of interest and answer various questions from council members.

Public Hearing

Motion was made by Mulnix, supported by Talcott, to open the Public Hearing regarding a CDBG Grant Application for Homeowner Rehabilitation. All yeas.

Council members reviewed and discussed a handout with bullet points explaining the Homeowner Rehabilitation Grant Program. The handout (attached to these minutes) answers questions such as; who is eligible, what are the grant amounts, what repairs qualify, and what are the program rules?

There are no out-of-pocket costs for eligible repairs up to \$40,000.

Straubel has been working on the grant application process with assistance from Stephens and Revitalize LLC. The application is due by September 17, 2025.

There was no public present, however, Straubel and Stephens fielded council member's questions about the program.

Motion was made by Day, supported by Talcott, to close the Public Hearing. All yeas.

Council members reviewed proposed Resolution #090825 regarding a CDBG Grant Application for Homeowner Rehabilitation.

Motion was made by Mulnix, supported by Klutman, to approve Resolution #090825, a resolution to authorize the submittal of a CDBG Grant Application for Homeowner Rehabilitation.

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

Motion was made by Talcott, supported by Klutman, to accept the minutes of the August 11, 2025 Regular Meeting. All yeas.

Motion was made by Day, supported by Mulnix, to accept the Treasurer's Report of August 31, 2025. All yeas.

Various Accounts Payable items were reviewed and questions answered.

Motion was made by Mulnix, supported by Klutman, to approve the Accounts Payable of September 8, 2025, in the amount of \$90,367.54.

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

The Zoning Administrator's Report of Services for August 2025 was reviewed.

Council members reviewed minutes from the Planning Commission's Rescheduled Regular Meeting/Public Hearing of August 13, 2025. Day reported that the Special Use Permit Application to convert the church building at 146 Church Street into a 3-family dwelling was approved, with conditions regarding fencing and parking.

#### Committee Reports

##### Budget

Darby inquired about Straubel's research on new utility billing software. Per Straubel, she has an online demo next week with a 2<sup>nd</sup> provider.

Personnel – No report

Public Safety – No report

##### Parks & Recreation

Council members discussed proposed signage at the parks, offered by Ionia County Hope and Recovery. Council concurred to decline the offer, as the village does not have the manpower to enforce the signage rules.

Streets – No report

Buildings & Grounds – No report

##### Water & Sewer

The Water & Sewer Committee met to discuss Peerless Midwest's recommendation to clean/repair well #4 this year, as opposed to next. The expense (\$20,000 - \$25,000) wasn't budgeted for this year, however, the sewer replacement project at the school came in under budget by \$56,700. Council concurred that it would be in the best interest of the village to proactively sustain the life of well #4 by following the recommendation of Peerless Midwest. The Water and Sewer budgets will be adjusted accordingly, to allow for this expense.

The committee also discussed updating the Scada system next year, which will be a costly project. Koster is working on obtaining bids. The analog controls of the system need to be replaced with digital. The controls will be removed from the shop and the system will be cloud based so DPW employees can access information from a laptop or tablet.

Public Comments – None

Additional Business

Day suggested that a refresher course on “Roberts Rules” might be a good idea for all Village Council and Planning Commission members.

Meeting adjourned at 7:58 p.m.



Becky Straubel,  
Village Treasurer/Deputy Clerk

# Village of Saranac

## Homeowner Rehabilitation Grant Program

Public Hearing – September 8, 2025

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### Who is Eligible?

- Families earning **80% or less of Area Median Income (AMI)** in Ionia County.
  - Example: Family of 4 → up to **\$66,640 gross income**.
  - **First-complete, first-served** applications.
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### Grant Amounts

- **Up to \$40,000** for eligible home repairs.
  - **Under \$10,000** → grant is **immediately forgiven**.
  - **\$10,000 – \$40,000** → requires a **5-year lien** on your home.
  - Lien is **forgiven after 5 years**.
  - If you **sell before 5 years**, you must **repay the grant in full**.
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### What Repairs Qualify?

- Health, safety, code, and energy-related repairs:
    - Roof
    - Furnace
    - Electrical, plumbing, or mechanical systems
    - Chipping/peeling paint
  - **Code-required items must be fixed.**
  - Example: If both roof & furnace are failing, both must be included.
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### Program Rules

- **Lead-based paint testing & abatement required.**
  - **Home inspection** done before repairs are approved.
  - All work must be done by a **licensed, insured contractor**.
  - Contractors bid through a **Request for Proposals (RFP)**.
  - Homeowner works with program administrator to choose the most responsible bid.
  - **DIY/self-performed work not allowed.**
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### Homeowner Costs

- **No out-of-pocket funds** required for repairs up to \$40,000.
- You may add your own funds if repair costs exceed \$40,000.

**More information will be provided in the application packet**