

VILLAGE OF SARANAC
REGULAR MEETING MINUTES
October 13, 2025

The Saranac Village Council Regular Meeting was called to order by President Darby at 7:05 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, Talcott
Absent: Doll, Mulnix, Whorley
Guests: Deputy Alec Stewart, Meghan Chipman

Motion was made by Day, supported by Talcott, 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 September 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.

Meghan Chipman was in attendance to provide council members with her idea of placing a food truck in the village. Chipman has researched the idea of opening a coffee shop, but has found that expenses would be too prohibitive. Alternatively, she has purchased a coffee cart, and would potentially like to place it on Village property at Lake Creek Park (west end of Dollar General parking lot). Her intent is to sell items from Des Cakes as well as Sozo's coffee.

The current Food Truck Ordinance states that hours of operation shall be between the hours of 9:00 a.m. and 11:30 p.m. Chipman is requesting that council consider amending the ordinance with hours of operation beginning at 6:00 a.m., as the majority of Chipman's offerings (breakfast items and coffee) would target early morning customers.

Other potential locations were discussed amongst Chipman and council members. Darby mentioned that the Village WIFI doesn't reach Lake Creek Park. Chipman stated that she would be using a Verizon hot spot, but she will check her signal from that location to verify that it works adequately.

Council members discussed the pros/cons of granting Chipman an exception for hours of operation versus amending the Food Truck Ordinance. The consensus was to amend the ordinance, to maintain consistency with future applicants.

Motion was made by Day, supported by Talcott, to amend Ordinance No. 112, An Ordinance to Regulate the Operation of Food Trucks and the Issuance of Permits, Licenses or Approvals for Food Trucks, Section 8.A.1., to read as follows: Mobile Food Providers may conduct business only between the hours of 6:00 a.m. and 11:30 p.m. Mobile Food Providers shall not conduct business at any other time.

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

Council members discussed the 2024 Ionia County Hazard Mitigation Plan and proposed corresponding resolution to adopt said plan.

Motion was made by Klutman, supported by Day, to adopt Resolution No. 101325, a Resolution to Adopt the 2024 Ionia County Hazard Mitigation Plan, as presented.

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

Council members discussed a proposed Procurement Policy and Procedure prepared by Straubel and reviewed/amended by Jim Doezema, Village attorney. The Policy is required by MSHDA for the CDBG Homeowner Rehabilitation Grant.

Motion was made by Klutman, supported by Talcott, to adopt the Procurement Policy and Procedure as presented.

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

Motion was made by Day, supported by Klutman, to accept minutes of the September 8, 2025 Regular Meeting & Public Hearing. All yeas.

Motion was made by Klutman, supported by Talcott, to accept the Treasurer's Report of September 30, 2025. All yeas.

Various Accounts Payable items were reviewed and questions answered.

Motion was made by Klutman, supported by Day, to approve the Accounts Payable of October 13, 2025, in the amount of \$78,255.76.

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

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

The Planning Commission did not meet in October.

Committee Reports

Budget

Straubel requested that the Budget Committee meet to review the quotes she has obtained for new utility billing software. Committee members concurred to meet. Straubel will email committee members to schedule a date/time.

Personnel

Darby reported that the Personnel Committee met to discuss renewal of the Village healthcare plan. Darby informed council members that the renewal premium for the current Priority Health plan will be increasing by approximately 19%. The committee reviewed several other options provided by our HUB Account Manager. However, most options were comparable in cost to Priority Health, but had fewer benefits. The Personnel Committee is recommending to council that the Village renew the current Priority Health Plan.

Motion was made by Klutman, support by Talcott, to renew the Village healthcare plan with Priority Health.

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

Public Safety – No Report

Parks & Recreation

Koster reported that Pat Raimer has been replacing informational signs along village trails. Also, Beth Kelly repainted the teeter-totter animals at Scheid Park. Council members expressed their appreciation for Raimer and Kelly's public service.

Straubel reported that she and Koster will be meeting with Kayla from Fleis & VandenBrink, to discuss a grant application for improvements to Scheid Park, including the addition of pickle ball courts.

Streets

Koster reported that road salt has been delivered in preparation for winter months.

Koster also reported that he is in the process of obtaining a quote from Strain Electric, to repair or replace stop sign cubes.

Buildings & Grounds

Koster reported that Snyder Asphalt has completed chip-seal improvements to the Erv Taylor Avenue parking lot, which cost \$18,000.00. The budget for this item was \$23,000 - \$26,000.

Water & Sewer

Koster reported that well 4 has been cleaned, samples have passed, and it is now back on-line.

Koster also reported that he will be obtaining a 2nd quote for upgrades to the SCADA system, from Peerless Midwest.

Public Comments – None

Additional Business – None

Meeting adjourned at 8:01 p.m.



Becky Straubel,
Village Treasurer/Deputy Clerk