

Newberry Village Council  
Regular Meeting Minutes  
January 21, 2019  
302 East McMillan Ave.  
6:00 p.m.

**Present:** President Lori Stokes, Trustees: Harold Dishaw, Catherine Freese, Daniel Hardenbrook, Dennis Hendrickson, Lewis Hitts.

**Absent:** Sharon Brown.

**Also Present:** Assistant Village Manager – Buck Vallad, Superintendent WWTP – George Blakely, Ordinance Enforcement Officer – Clifford Fossitt, Director of Human Resources & Community Engagement - Allison Watkins, Clerk – Terese Schummer, Treasurer – Charles Medelis, Steve Fossitt – Fire Department, Sterling McGinn, Scott Ouellette, Tina Pipes, Chuck Pipes, Robert Stevens, Kip Cameron, Steve Stiffler.

**Call to Order:** President Stokes called the meeting to order at 6:00 p.m. at the Village of Newberry Administration Building. The Pledge of Allegiance was recited.

**Approval of Agenda:** Moved by Hendrickson, support by Dishaw, **CARRIED**, to approve the agenda with the following additions: Add to New Business - #8 – Choose President Pro-tem and under Unfinished Business #2 – Rules of Procedure. Ayes: All. Absent: Brown.

**Minutes:** Moved by Hardenbrook, support by Dishaw, **CARRIED**, to approve the December 17, 2018, regular session minutes with the following corrections: Under Trustee Appointment: Read – Ayes: Stokes, Brown, Dishaw, Hardenbrook, Hendrickson. Nays: Hitts. Now reads – Ayes: Stokes, Brown, Dishaw, Hardenbrook, Hitts. Nays: Hendrickson. Under Minutes – line 4, residence now reads residents. Ayes: All. Absent: Brown.

Moved by Dishaw, support by Hendrickson, **CARRIED**, to approve the December 17, 2018, Public Hearing minutes, with the following correction: Under Also Present: line 4, word 5, read Catherin, now reads Catherine. Ayes: All. Absent: Brown.

Moved by Hendrickson, support by Hitts, **CARRIED**, to approve the December 21, 2018, Special Session meeting minutes as written. Ayes: All. Absent: Brown.

**Village President’s Announcements:** President Stokes stated that at the December meeting an error was made in regard to Catherine Freese being appointed to the Council. At that meeting the appointment was not on the agenda or added to the agenda at the beginning of the meeting, as a result the appointment was added to this meeting (1/21/19), and will be voted on again. The Village Attorney advised that Freese would not have to be administered the oath of office again and that she could participate in voting during the meeting. President Stokes stated that the table the Council uses during meetings had been moved back to its old position and asked for public opinion as to where they would prefer it to be located. Stokes stated she would bring the table position issue to a Management Committee meeting.

**Public Comments on Agenda Items:** Kip Cameron – Newberry, Scott Ouellette – Newberry, Terese Schummer – Newberry, Chuck Pipes – Newberry, Charles Medelis – E. McMillan.

**Submission of Bills and Financial Updates:**

- 1.) Village of Newberry – Monthly Bills. Moved by Hendrickson, support by Hitts, **CARRIED**, to approve the December 2018 bills as presented, in the amount of \$58,461.95. Discussion followed. Ayes: All. Absent: Brown. A question arose as to whether the Village can legally be a member of the Chamber of Commerce. Stokes asked for a legal opinion as to what the Village can legally spend money on with regard to retirements gifts, candy for parades, Chamber dues, to name a few examples. A question regarding payment for the upgrading of the bathroom at the fire hall was also discussed. Hardenbrook asked that a list of telephones the Village pays for, and who they are issued to, be drawn-up for the next meeting.

- 2.) Water & Light monthly bills for December 2018: Moved by Dishaw, support by Hitts, **CARRIED**, to accept the recommendation of the W&L Board to pay the December Electric and Water Funds in the total amount of \$198,263.26. Discussion followed. Ayes: All. Absent: Brown.
- 3.) Christmas Lights Fund – as of 11/30/18 - \$14,516.08. Stokes requested a breakdown financial report for the Bells account. Dishaw stated that A&L Iron & Metal had placed a dumpster, free to the Village, on the 2<sup>nd</sup> block of East Helen, to be used by anyone in the area. He said that any money collected from the scrap metal deposited in the dumpster would be donated to the Save the Bells project.
- 4.) Treasurer’s Report – December 2018 – Treasurer Medelis gave the report. The Council accepted the report as presented.
- 5.) Request for Disbursement of Funds – Drinking Water Revolving Fund and Clean Water State Revolving Funds.
  - a.) Moved by Dishaw, support by Hardenbrook, **CARRIED**, to approve payment of request #9, December 1, 2018 – December 31, 2018, C2AE Invoice #67386, in the amount of \$2,234.82 and C2AE Invoice #67387 in the amount of \$191.20, totaling \$2,426.02. Discussion followed. Ayes: All. Absent: Brown.
  - b.) Moved by Hitts, support by Freese, **CARRIED**, to accept the bid, as recommended by C2AE, from Great Lakes TV Seal, in the amount of \$56,105 for sanitary sewer TV inspection. Ayes: Stokes, Freese, Hardenbrook, Hendrickson, Hitts. Nays: Dishaw. Absent: Brown.

**Petitions and Communications:**

- 1.) Letter from Rebecca Handa
- 2.) Letter from Department of Treasury

**Introduction and Adoption of Ordinances and Resolutions:**

- 1.) Resolution Declaring Vacancy on Water & Light Board. Moved by Dishaw, support by Hardenbrook, **CARRIED**, to adopt the Resolution declaring a vacancy on the W&L Board, because of Feldhusen moving and resigning his position. Ayes: All. Absent: Brown.

**Reports of Boards:**

- 1.) Water & Light Board Meeting from Tuesday, December 11, 2018: Medelis gave the report.
- 2.) Planning Commission Meeting: Cancelled.

**Reports of Village Officers and Management:**

- A.) Fire Chief: Steve Fossitt representing the fire department, stated there was nothing to report and answered questions from the Council.
- B.) Ordinance Enforcement Officer: Fossitt gave a written as well as a verbal report.
- C.) Director of Human Resources & Community Engagement: Watkins gave a verbal as well as a written report. FOIA update report presented.
- D.) Superintendent of Wastewater Treatment Plant: Blakely gave a verbal as well as a written report.
- E.) Superintendent of Water & Light: Joe Lively – Working Foremen, submitted a written report. Vallad gave a verbal report. Moved by Dishaw, support by Hitts, **CARRIED**, to approve the amount of up to \$25,000.00 to pay Aerial Hydraulic Repair Inc., to repair the boom on the large bucket-truck. Discussion followed. Ayes: All. Absent: Brown.
- F.) Assistant Village Manager: Vallad gave a verbal report and presented charts. Moved by Dishaw, support by Hitts, **CARRIED**, to approve the 2019 Energy Adjustment Rate of \$0.016061. Ayes: All. Absent: Brown. Moved by Hardenbrook, support by Hendrickson, **CARRIED**, to accept the 2018 Electric and Water Budget Amendments. Discussion followed. Ayes: All. Absent: Brown. Vallad stated that because it’s been so cold, lines in homes are freezing so they should probably run their water to help alleviate the problem. He advised running one spout with a flow about the size if a pencil lead would probably work.
- G.) Superintendent of Parks and Recreation: James-Mesloh submitted a written report.
- H.) Village Manager: James-Mesloh submitted a written report.

**Committee Reports:**

- 1.) DPW/WWTP Committee: Dishaw gave the report.

a.) Recommendation Regarding Septage Rate.

1. Moved by Dishaw, support by Hardenbrook, **CARRIED**, to approve the purchase of a new grinder from Crane Engineering for \$12,500.00 prior to January 30, 2019. Discussion followed. Ayes: All. Absent: Brown.
  2. Moved by Hitts, support by Hardenbrook, **CARRIED**, to approve the purchase of a new RAS pump from, Crane Engineering, for \$20,330.00 (including installation) prior to February 1, 2019. Discussion followed. Ayes: All. Absent: Brown.
  3. Moved by Hitts, support by Hardenbrook, **CARRIED**, to raise Domestic Waste rate from \$0.05 to \$0.10 per gallon. Discussion followed. Ayes: All. Absent: Brown.
  4. Moved by Hardenbrook, support by Hendrickson, **CARRIED**, to raise the Vector Waste rate from \$100.00 to \$150.00 per cubic yard. Discussion followed. Ayes: All. Absent: Brown.
  5. Moved by Hardenbrook, support by Hitts, **CARRIED**, to allow a one-year trial period (2019) of running water samples for Tahquamenon Falls State Park at \$20.00 per test. Discussion followed. Ayes: All. Absent: Brown.
- 2.) Ordinance Committee: Dishaw gave the report. Discussed proposed changes to Ordinance #18 regarding snowmobiles.
- 1.) No action taken regarding Ordinance #36 at this time.
  - 2.) Moved by Hendrickson, support by Hitts, **CARRIED**, to approve the Ordinance Committee proposal: Ordinance 18 Attachment – For current 2019 season – Add alley access on the West side from Robinson to Renze Ford using the alley between Truman & John. There is currently alley access on the East side from Handy to S&J Sports. Discussion followed: Ayes: All. Absent: Brown.
  - 3.) Moved by Hendrickson, support by Freese, **CARRIED**, to approve the Ordinance Committee proposal: Ordinance 18: For a trial period for the 2020 season - to close Handy Street and Alley Trail at the same time the Petro gas station closes (which is currently midnight). Keep the trail to Charles St. and Charles St. Trail to Victory Way open until 1:00 a.m. Ayes: All. Absent: Brown.

**Unfinished Business:**

- 1.) Appointment to Council vacancy. Moved by Dishaw, support by Hardenbrook, **CARRIED**, to appoint Catherine Freese to the Village Council. Ayes: Stokes, Dishaw, Hardenbrook, Hitts. Nays: Hendrickson. Abstain: Freese. Absent: Brown.
- 2.) Choose President Pro-tem. Moved by Hendrickson, support by Hitts, **CARRIED**, to keep the present President Pro-tem, Sharon Brown. Ayes: All. Absent: Brown.

**New Business:**

- 1.) Authorized Credit Card Users. Moved by Dishaw, support by Hardenbrook, **CARRIED**, That the Village Manager, Assistant Manager, Treasurer, Finance, Water & Light Clerk, Adm. Asst. of Supt., WWTP Superintendent, Village Mechanic, (2) DPW Drivers, (3) WWTP Operators, (4) Lineman, and Director of Human Resource and Community Engagement, be authorized to sign for purchases made with the Village of Newberry Credit Card. Discussion followed. Ayes: All. Absent: Brown.
- 2.) BSA Tax Module Treasurer. Moved by Hardenbrook, support by Hitts, **CARRIED**, to authorize purchase of the BSA Tax Module for the Village Treasurer. Ayes: All. Absent: Brown.
- 3.) Department of Treasury Audit Contract. Moved by Hardenbrook, support by Hitts, **CARRIED**, to approve the Department of Treasury 3-year contract 2018-2020. Discussion followed. Ayes: All. Absent: Brown.
- 4.) Committee Appointments. Appointments made. One change Dishaw will replace Stokes on the DPW/WWTP Committee.
- 5.) Council Member Appointment to Planning Commission. Hardenbrook will remain the Council member on the Planning Commission.
- 6.) Energy Adjustment Rate – voted on during Assistant Village Managers report.

- 7.) 2018 Budget Amendments – Moved by Hitts, support by Dishaw, **CARRIED**, to approve the Sewer, Major Streets and Local Streets, 2018 Budget Amendments. Discussion followed. Ayes: All. Absent: Brown.
- 8.) Rules of Procedure: This item will be put on the February agenda under “Unfinished Business”.

**Public Comment:** Comment heard from: Chuck Pipes –Newberry.

**Comments by Council Members:** Comment heard from the following Trustee: Dishaw stated his concerns regarding paving the road from Deer Park to Grand Marais, a discussion followed.

**Adjourn Meeting:** Moved by Hendrickson, support by Hardenbrook, **CARRIED**, to adjourn the meeting at 9:07 p.m. Ayes: All. Absent: Brown.

These minutes are unofficial until voted on at the next meeting.

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Terese Schummer, Clerk

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Lori A. Stokes, Village President