

Newberry Village Council  
Regular Meeting Minutes  
March 18, 2019  
302 East McMillan Ave.  
6:00 p.m.

**Present:** President Stokes, Trustees: Dishaw, Freese, Hardenbrook, Hendrickson.

**Absent:** Brown, Hitts.

**Also Present:** Assistant Village Manager – Buck Vallad, Superintendent WWTP – Blakely, Clerk – Schummer, Fire Chief – John Wendt, Ken Stokes, Sterling McGinn, Kirby Wendt, Scott Ouellette, Kip Cameron, Don Jones, Eric Buckler, Mike Schnorr, Don Ratliff.

**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 Hardenbrook, **CARRIED**, to approve the agenda with the following changes: Under New Business: delete #5 – 41 Lumber Building Update – covered in Managers report. Under Petitions and Communications: #3 Letter from Michael P. Schnorr – Add - Mr. Schnorr to address Council. Under Reports of Boards – add 1b) Per Ordinance A Section 1:9, discuss report that is due by 4<sup>th</sup> Monday in March and add 2b) Planning Commission vacancy advertising. Under Reports of Committees: Management Committee - Add 1a & 1b) Council action needed on two issues and 1c) Discuss Fire Advisory Committee and setting up meeting with Townships. Ayes: All. Absent: Brown, Hitts.

**Minutes:** Moved by Freese, support by Dishaw, **CARRIED**, to approve the March 18, 2019, regular session minutes as written. Ayes: All. Absent: Brown, Hitts. Abstain: Hardenbrook.

**Village President's Announcements:** Stokes nominated Kirby Wendt for the W&L Board. Moved by Dishaw, support by Freese, **CARRIED**, to appoint Kirby Wendt to the vacancy on the W&L Board. Discussion followed. Ayes: Dishaw, Freese, Hardenbrook, Stokes. Nays: Hendrickson. Absent: Brown, Hitts.

**Public Comments on Agenda Items:** Eric Buckler, Scott Ouellette, Don Ratliff.

**Submission of Bills and Financial Updates:**

- 1.) Village of Newberry – Monthly Bills. Moved by Dishaw, support by Hardenbrook, **CARRIED**, to approve the February 2019 bills as presented, in the amount of \$27,751.61 with the exception of the Hitts CPS invoices. Discussion followed. Ayes: All. Absent: Brown, Hitts.
- 2.) Water & Light monthly bills for February 2019: Moved by Hendrickson, support by Freese, **CARRIED**, to accept the recommendation of the W&L Board to pay the February Electric and Water Funds in the total amount of \$108,964.96, with the exception of the Hitts CPS invoices. Discussion followed. Ayes: All. Absent: Brown, Hitts.
- 3.) Christmas Lights Fund – as of 02/28/2019 - \$14,527.82.
- 4.) Treasurer's Report – January 2019 – The Council accepted the report as presented.
- 5.) Request for Disbursement of Funds – Stormwater/Asset Management/Wastewater (SAW) Grant Program, pay when paid. Moved by Hendrickson, support by Hardenbrook, **CARRIED**, to approve payment of Request #10, January 1, 2019 – February 28, 2019, C2AE Invoice #67527: \$3,200.76, C2AE Invoice #67528: \$1,020.60, C2AE Invoice #67680: \$2,307.50, C2AE Invoice #67681: \$839.70, for a total of \$7,368.56. Ayes: All. Absent: Brown, Hitts.

**Petitions and Communications:**

- 1.) Letter from Waste Management. Discussed.
- 2.) Letter from GEI Consultants. Vallad discussed the 41-Lumber Building collapse. Council Action: Form an Ad-hoc - 41 Lumber Building Committee, with Dishaw as Chairman and members being – Hardenbrook, Freese and Stokes as alternate.
- 3.) Letter from Michael P. Schnorr: Michael Schnorr and Eric Buckler addressed the Council regarding the letter.
- 4.) Letter from Kirby Wendt.
- 5.) Letter from Matt Perry.

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

- 1.) Performance Resolution for Governmental Agencies – Michigan Department of Transportation. Council Action: Moved by Dishaw, support by Hardenbrook, **CARRIED**, to adopt the Performance Resolution for Governmental Agencies. Ayes: All. Absent: Brown, Hitts.
- 2.) Ordinance A – Review Draft Version. Council Action: The Ordinance Committee will take this issue up.

**Reports of Boards:**

- 1.) Water & Light Board Meeting from Tuesday, March 12, 2019: Dishaw gave the report.
  - a.) Per Ordinance A Section 1:9, discuss report that is due by 4<sup>th</sup> Monday in March.
- 2.) Planning Commission Meeting:
  - a.) Planning Commission – Vacancy.
  - b.) Advertise Vacancy – Council Action: Moved by Hendrickson, support by Freese, **CARRIED**, to change advertisement for the Planning Commission vacancy to follow the Planning Commission Ordinance, and have letters of interest sent to the Village President who then will share them with the Planning Commission Chair. Ayes: All. Absent: Brown, Hitts.

**Reports of Village Officers and Management:**

- A.) Fire Chief: Fire Chief John Wendt gave the report. Council Action: Moved by Hardenbrook, support by Dishaw, **CARRIED**, to approve the Newberry Fire Department closing off East Truman from Newberry Avenue to Handy Street, on July 4<sup>th</sup> for the purpose of a community celebration. Ayes: All. Absent: Brown, Hitts.
- B.) Ordinance Enforcement Officer: None.
- C.) Director of Human Resources & Community Engagement: Watkins submitted a written report.
  - a. FOIA Status Report – No updates.
- D.) Superintendent of Wastewater Treatment Plant: Blakely gave a verbal as well as a written report.
- E.) Superintendent of Water & Light: Joe Lively – Working Foreman, submitted a written report.
- F.) Assistant Village Manager: Vallad gave his report and discussed the Budget Amendments. Council action: Moved by Dishaw, support by Hendrickson. **CARRIED**, to approve the Budget amendments – General Fund 2018. Discussion followed. Ayes: All. Absent: Brown, Hitts. Stokes stated that she would try to set-up a meeting of the Fire Advisory Committee with all the entities involved.
- G.) Superintendent of Parks and Recreation: James-Mesloh submitted a written report.
- H.) Village Manager: James-Mesloh submitted a written report.

**Committee Reports:**

- 1.) Management Committee: Stokes gave the report. Minutes for the March 7 and March 14, 2019 meetings presented and attached to minutes.
  - a.) Council action: Moved by Hardenbrook, support by Freese, **CARRIED**, that direction be given to the Village Manager or her designees to have available for pick up at the Administration Building, paper copies of the agenda and packet information by 4:00 p.m. on the Friday before the regularly scheduled meeting. Discussion followed. Ayes: All. Absent: Brown, Hitts.
  - b.) Discussion was held as to how Council would like to structure and conduct the annual evaluation of the Village Manager.
  - c.) Hendrickson requested to have discussion on the Village Rules of Procedure #5.

**Unfinished Business:**

- 1.) Update on Special Session: December 21, 2018; Attorney Investigation. Hitts absent – no update.
- 2.) Update on Pentland Township Delinquent Bills and Mediation. – Nothing new.
- 3.) Update on Audit Directives: Material Weaknesses.

**New Business:**

- 1.) W&L Board Vacancy – Appointment – Done prior, during President’s Announcements.

- 2.) Request Submission of 2018 Delinquent Utility Accounts to Collections. Council action: Moved by Hardenbrook, support by Hendrickson, **CARRIED**, that the sixty-one, 2018 delinquent W&L accounts, totaling \$28,365.76, be submitted to Northern Credit Bureau for collection. Ayes: All. Absent: Brown, Hitts.
- 3.) Budget Amendments – General Fund – 2018 – Voted on during Assistant Managers Report.
- 4.) Employee Insubordination. Not discussed.
- 5.) 41 Lumber Building Update – Done during Assistant Manager report.

**Public Comment:** Comment heard from: Scott Ouellette, Kip Cameron, Michael Schnorr, Don Jones, Terese Schummer.

**Comments by Council Members:** Comment heard from Hendrickson and Freese.

**Adjourn Meeting:** Moved by Dishaw, support by Hardenbrook, **CARRIED**, to adjourn the meeting at 9:01 p.m. Ayes: All. Absent: Brown, Hitts.

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