

Newberry Village Council  
Regular Meeting Minutes  
May 21, 2018  
302 East McMillan Ave.  
6:00 p.m.

**Present:** President DeWitt, Trustees: Brown, Hardenbrook, Hendrickson, Hitts, Medelis.

**Absent:** None.

**Also Present:** Village Manager - James-Mesloh, Clerk - Schummer, Superintendent WWTP - Blakely, Director of Human Resources & Community Engagement - Watkins, Superintendent of Water & Light – Perry, Superintendent of Wastewater Treatment Plant – Blakely, Treasurer – Kisro, Ordinance Enforcement Officer – Fossitt, Fire Chief – Wendt, Jim Diem, Steve Stiffler, Bruce Lane, Lori Stokes, Deb Singleton, Casey Cook, Robert Stevens, Sterling McGinn, Scott Ouellette, John Bergman, Don Jones, Mike Schnorr, Rebecca Handa.

**Call to Order:** President DeWitt 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 Hardenbrook, support by Hendrickson, **CARRIED**, to approve the agenda. Ayes: All.

**Minutes:** Moved by Hitts, support by Hardenbrook, **CARRIED**, to approve the April 18, 2018, regular session minutes as written. Ayes: All. Moved by Hardenbrook, support by Hitts, **CARRIED**, to approve the May 7, 2018, special session minutes as written. Ayes: DeWitt, Hardenbrook, Hendrickson, Hitts, Medelis. Abstain: Brown.

**Village President’s Announcements:** DeWitt stated that there was a resignation from the Planning Commission, Sharon Brown, and A.J. Downey from the Village Council. Dewitt also stated that the update on TORC would not be presented at this meeting due to illnesses.

**Public Comments on Agenda Items:** Comments heard from: Mike Schnorr – 306 E. Truman, Lori Stokes – 301 W. John St., Scott Ouellette – 418 ½ W. John St.

**Submission of Bills and Financial Updates:**

- 1.) Village of Newberry – Monthly Bills. Moved by Brown, support by Hitts, **CARRIED**, to approve the April 2018 bills as presented, in the amount of \$112,998.29. Discussion followed. Ayes: All.
- 2.) Village of Newberry - Cash Balance – March 2018. Reviewed.
- 3.) Water & Light monthly bills for April 2018. Moved by Medelis, support by Brown, **CARRIED**, to pay the April Water & Light monthly bills in the amount of \$150,192.49. Ayes: All.
- 4.) Water & Light – Cash Balance – March 2018 - Reviewed.
- 5.) Treasurer’s Report - Accepted by Council as presented. A Truth in Taxation Public Hearing was held at 5:00 p.m. May 21, just prior to this regular council meeting.  
Moved by Medelis, support by Hendrickson, **CARRIED**, that the Village Council authorizes the Village Treasurer to spread the 2018 Tax Roll based on the Assessed Taxable Value of \$17,475,481.00 as designated by the McMillan Township assessor. Such tax to be levied with 11.2262 mills for general operation purposes and 4.4903 mills for streets and alleys and 1.3928 mills for trash (disposal/collection) and 2.0000 mills for residential fire protection for a total of 19.1093. Ayes: DeWitt, Brown, Hendrickson, Hitts, Medelis. Abstain: Hardenbrook.

Moved by Medelis, support by Hitts, **CARRIED**, that Village Council authorizes the addition of a 1% administrative fee, \$1 Minimum plus 3% penalty (minimum \$2.00) if paid after September 15, 2018. In addition, a 1% per month interest charge will be added starting September 15, 2018 and will continue until tax is paid. The Village Council authorizes collection of taxes for 2018 beginning July 1, 2018 and continuing through February 28, 2019. Ayes: DeWitt, Brown, Hendrickson, Hitts, Medelis. Abstain: Hardenbrook.

- 6.) Request for Disbursement of Funds: Moved by Hitts, support by Brown, **CARRIED**, to pay request #2 of the Stormwater/Asset Management/Wastewater (SAW) Grant program, in the amount of \$10,917.20, pay when paid. Discussion followed. Ayes: All.

### **Petitions and Communications:**

Legal Memos: concerning Uniform Budgeting & Accounting Act Requirements, Legal Memo Procedure for Planning Commission Ordinance Approval.

Requests: Use of Atlas Park for Block Party on August 25, 2018. **Council action:** Moved by Hendrickson, support by Hardenbrook, **CARRIED**, to allow Christian Fellowship SBC, the use of Atlas Park for their Block Party on August 25, 2018, contingent upon them providing proof of insurance. Ayes: All. The Council also stated that the group is allowed to play non-electronic music, in any Village Park, at the appropriate time of the day, any day they wish to.

**Council Action:** Moved by Brown, support by Hitts, **CARRIED**, to approve the request from the Helen Newberry Joy Hospital Wellness Center and the Newberry Parkinson's Support Group for a Biking for Parkinson's: Grey Ribbon Ride on June 23<sup>rd</sup> from 9-11 a.m., contingent upon the group contacting law enforcement as well. Ayes: All.

Complaints and Suggestions: Regarding trash cans and lack of toilet facilities in Atlas Park. Trash cans have now been placed in the park. Moved by Medelis, support by Brown, **CARRIED**, that the Village provide an ADA compliant Port-a-John at Atlas Park for this year. Discussion followed. Ayes: All.

Letters: Letter received from MDEC stated the Block Grant for the West Victory Street Repair Project has been officially closed-out.

FOIA Requests: Eric Buckler -1 request, Kenneth Stokes -6 requests.

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

1. Trustee Declaring Vacancy Resolution: A.J. Downey has resigned from the Village Council, the Council expressed appreciation of his service to the Village. Moved by Hendrickson, support by Brown, **CARRIED**, to declare the seat held by A.J. Downey vacant. Ayes: All.

2. Paying of Invoices: Moved by Hitts, support by Hendrickson, **CARRIED**, to approve the Village of Newberry Resolution, Authorizing Village Manager invoice payment. Discussion followed. Ayes: All.

### **Reports of Boards:**

- 1.) Water & Light Board Meeting from Monday, May 7, 2018: Medelis gave the report.
- 2.) Planning Commission Meeting: Next meeting is scheduled for Monday, June 25, 2018.

### **Reports of Village Officers and Management:**

- A.) Fire Chief: Wendt gave his report. He stated that there had been an accident the department had responded to.
- B.) Ordinance Enforcement Officer: Fossitt gave his report. He has started writing letters, wrote 2 tickets, he has been going door to door to talk to offenders. He stated dumpsters will be available again the first 2-weeks of June for residents to get rid of large refuse. Fossitt also requested tags that he can place on cars that need to be moved.
- C.) Director of Human Resources & Community Engagement: Watkins gave a verbal as well as written report.
- D.) Superintendent of Wastewater Treatment Plant: Blakely gave a verbal as well as written report.
- E.) Superintendent of Water & Light: Perry gave a written as well as a verbal report.

- F.) Superintendent of Parks and Recreation: James-Mesloh gave verbal report. The trash cans and picnic tables have been placed. Signage needs to be ordered for TORC so it can be opened-up. Need to do a few things, such as putting up fencing and adding playground equipment, to finish-up the grant.
- G.) Assistant Village Manager: Vallad absent due to death in the family. Written report and charts presented.
- H.) Village Manager: James-Mesloh gave a written as well as a verbal report.

**Committee Reports:**

- 1.) Project Rising Tide: Next meeting is Monday, June 25, 2018.
- 2.) Save the Bells: Next meeting is yet to be determined. All profits from the Circus being held in Newberry on July 2, 2018 is going to Save the Bells. A clown will be visiting Newberry on June 21<sup>st</sup> to help advertise the circus.

**Unfinished Business:**

- 1.) Draft Council Rules: Council members asked for more time to review the rules and get back to President DeWitt with changes they would like to have made.

**New Business:**

- 1. Website Design: The Village Manager presented 3 quotes for website design for the Village. After a lengthy discussion it was decided to wait until the next meeting to make a decision.
- 2. Consolidation of Banking Accounts: The Village Manager presented a proposal from Plante & Moran, PLLC to consolidate the 27 bank accounts the Village has down to possibly 5 or less. Council Action: Moved by Brown, support by Hitts, **CARRIED**, to accept the recommendation to engage Plante & Moran in the scope of services, as described, to consolidate the Villages 27 different bank accounts. Ayes: All.
- 3. Spring Clean-up: The Village Manager presented proposals from 3 different companies for collection services during the Village Spring Clean-up. Council Action: Moved by Brown, support by Hardenbrook, **CARRIED**, to engage Smith Sanitation for Spring Clean-up. Discussion followed. Council would like to see the clean-up run from June 1 – 17. Ayes: All.
- 4. Information Technologies (IT) Service Contract: Village Manager James-Mesloh presented the proposal from I.T. Right. Council action: Moved by Brown, support by Hardenbrook, **CARRIED**, to accept the agreement from I.T. Right services as presented. Discussion followed. Ayes: All.
- 5. Planning Commission Appointment: There was one person that requested to be placed on the Commission. Moved by Hardenbrook, support by Medelis, **CARRIED**, to appoint Kevin Vanatta to the Planning Commission. Ayes: All.

**Public Comment:** Comments were heard from: Don Jones – 514 E. Ave. B, Jim Diem – The Newberry News, Scott Ouellette – 418 ½ W. John Street, Lori Stokes – 301 W. John.

**Comments by Council Members:** Comment heard from: Medelis, Hendrickson.

**Adjourn Meeting:** Moved by Hardenbrook, support by Hitts, **CARRIED**, to adjourn the meeting at 8:00 p.m. Ayes: All.

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

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Terese Schummer, Clerk

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John DeWitt, Village President