

Newberry Village Council
Regular Meeting Minutes
January 18, 2016

Present: President Anderson, Trustees: Brown, DeWitt, Hendrickson, Medelis, Olson, Village Manager Cleaver and Clerk Schummer.

Absent: Zimmerman.

Also Present: Superintendent Vallad, Fire Chief Wendt, Treasurer Kisro, Chuck Lawson (C2AE), Larry Vincent.

Call to Order: President Anderson called the meeting to order at 6:00 p.m. at the Water & Light Office followed by the Pledge of Allegiance.

President's Minute: Moved to end of the meeting.

Minutes: Moved by Olson, support by Hendrickson, CARRIED, to approve the December 21, 2015 regular meeting minutes as corrected: page 4, Committee Reports: Line 3, change - The Village match is \$15,000 to the Village match is \$17,000. Ayes: All. Absent: Zimmerman. Moved by Brown, support by DeWitt, CARRIED, to approve December 21, 2015 Public Hearing minutes as written. Ayes: All. Absent: Zimmerman.

Bills: Moved by Hendrickson, support by Brown, CARRIED, to approve the December 2015 bills as presented. Ayes: All. Absent: Zimmerman. Discussion followed.

Guest Comment: None.

Management Reports: (item C. Superintendent report moved to beginning of reports to accommodate Superintendent's schedule)

- C. **Superintendent:** Vallad gave a verbal as well as written report which included:
- Street plowing.
 - Snowblower.
 - The Foreman Mechanic has turned in his 2-week notice.
 - Cleaning snow from fire hydrants.
 - On-line bill paying is in the works. Credit card payments will only be available on-line for the time being.
 - Looking at purchasing a credit card machine for the office.
 - Working to keep safe-routes-to-school clear of snow.
 - Vallad gave board quotes for attachments for the Tool Cat. Discussion followed. The board supports the purchase of a bucket for \$1,200 and new forks for \$900, for the Tool Cat.

New Business: (agenda items moved to accommodate out of town guests)

- A.) **WWTP Improvement:** Chuck Lawson gave an update and answered questions regarding the punch list and the hot water heater. Lawson will get a quote for a commercial water

heater that would meet code. The one year warranty on the project started on December 18, 2015

Moved by Olson, support by Brown, CARRIED, to approve Village Manager Cleaver to sign the Certificate of Substantial Completion, subject to contractor approval. Ayes: All. Absent: Zimmerman.

Management Reports (continued):

A.) Treasurer Report: Treasurer Kisro answered questions. Report was accepted as read.

B.) Fire Chief: Chief Wendt stated that all was quiet, no fires or accidents. They are installing the water softener.

C.) Superintendent: Done earlier in the meeting.

D.) Village Manager:

- Manager Cleaver stated that a fire millage is up for renewal and he will try to get it on the August election ballot.
- IRS mileage has been lowered from .57½ to .55.
- He is working on the Master Plan.
- Project Rising Tide – Through Project Rising Tide, he is looking at a new website design. Discussed what will be on the site. There is going to be a 90 second ad for Pure Michigan of Newberry. Discussion followed regarding what to highlight in the ad.

Committee Reports:

A.) DPW/WWTP Committee: Covered during the Superintendent's report.

B.) Finance Committee: None.

C.) Management Committee: None.

D.) Fire Committee: None.

E.) Tahquamenon Area Recreation Authority – TORC Update:

-The fiscal year 2014-15 audit report is complete and submitted to the State of Michigan. The 2016 Solicitation Renewal Registration has been submitted to the State. The IRS 990 EZ filed and the 1099's sent out.

-The new five-year plan is out for public comment.

-Moved by DeWitt, support by Hendrickson, CARRIED, to approve the Resolution to accept the Passport Grant for Atlas Park. Ayes: All. Absent: Zimmerman.

-TARA Board has decided to go for a fabric structure and to temporarily call it "The Tahqua Dome". The Village match is \$61,000 in labor, materials and equipment for utilities installation. Discussion followed.

F.) Strategic Health Alliance: None.

G.) Safe Routes to School: Route is being kept clear of snow.

H.) Water & Light Board Rep's Report: Medelis reported, with regret, that W&L Chairman Paul List will be resigning from the Board effective January 31, 2016. Lawrence Vincent has been sworn in, to be on the W&L Board effective February 1, 2016 to fill the remaining term of List. Brown discussed the rate study that is going to be done.

Moved by Medelis, support by DeWitt, CARRIED, to raise the W&L Credit card limit from \$1,500.00 to \$3,000.00. Ayes: All. Absent: Zimmerman.

New Business (continued):

- B.) Water System Improvement, Phase 5 Invoices (Pay when paid) USRD Request #8: Moved by Hendrickson, support by Brown, CARRIED, to approve payment of Invoice #37684016, dated 1-16-16, in the amount of \$18,245.61 to AECOM Engineering, pay when paid. Ayes: All. Absent: Zimmerman.
- C.) Plott Construction Draw Request #2 for work completed: Moved by Medelis, support by Olson, CARRIED, to pay Plott Construction \$7,166.00 to satisfy 2/3rds of the contract commitment. A lengthy discussion followed. Ayes: All. Absent: Zimmerman. A meeting will be scheduled with Plott Construction to have the billing explained.
- D.) Ginnever Electrical LLC – Baseboard Heating for Administration Building: Moved by DeWitt, support by Brown, CARRIED, to pay Ginnever Electric invoice #0575, in the amount of \$4,246.41, dated 1/14/16. Ayes: All. Absent: Zimmerman.
- E.) Ginnever Electrical LLC – Underground Wiring 200 Amp 3PH Breaker Administration Building: Moved by DeWitt, support by Brown, CARRIED, to pay invoice #0576, in the amount of \$4,021.44, dated 1/14/16. Discussion followed. Ayes: All. Absent: Zimmerman. The quote provided by Ginnever regarding the replacement of the old knob and tube and rewire, in the amount of \$2,461.00, was discussed. No action on the quote will be taken at this time.
- F.) 2015 Fourth Quarter Budget Amendments – Pre CPA Review: Moved by DeWitt, support by Hendrickson, CARRIED, to approve the 2015 Fourth Quarter Amendments – pre CPA review. A lengthy discussion followed. Ayes: All. Absent: Zimmerman.
- G.) Master Plan for Recreational Activities and Directions: Discussed earlier in meeting.
- H.) Project Rising Tide: Moved by DeWitt, support by Olson, CARRIED, to approve the Action Strategy for Project Rising Tide for the period of January 1 thru September 30, 2016. Ayes: All. Absent: Zimmerman. Discussion followed which included zoning.

President's Minute (moved from beginning): Moved by DeWitt, support by Olson, CARRIED, to move the part-time position in administration to full-time, effective February 1, 2016. Discussion followed. Ayes: All. Absent: Zimmerman.

Public Comment: None.

Adjourn Meeting: Moved by Brown, support by DeWitt, CARRIED, to adjourn the meeting at 9:05 p.m. Ayes: All. Absent: Zimmerman.

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

Terese Schummer, Clerk

Charles Cleaver, Village Manager