

Newberry Village Council
Regular Meeting Minutes
April 17, 2017

Present: President DeWitt, Trustees: Baynton, Brown, Dishaw, Hendrickson, Medelis, Zimmerman.

Absent: None.

Also Present: Village Manager James-Mesloh, Clerk Schummer, Jim Diem.

Call to Order: President DeWitt called the meeting to order at 6:05 p.m. at the Village of Newberry Administration building, located at 302 E. McMillan Ave. The Pledge of Allegiance was recited.

Approval of Agenda: Moved by Medelis, support by Hendrickson, **CARRIED**, to approve the agenda with one addition. Ayes: All.

Minutes: Moved by Brown, support by Dishaw, **CARRIED**, to approve the March 20, 2017 regular meeting minutes as written. Ayes: All.

Village President's Announcements:

- 1.) DeWitt introduced the new Village Attorney, Jeffrey L. Jocks of Sondee, Racine & Doren, PLC, who appeared by speakerphone.
- 2.) Committee Appointments of Trustees: President DeWitt gave out a committee appointment list for review.

Submission of Bills and Financial Updates:

- 1.) Village of Newberry – Monthly Bills. Moved by Hendrickson, support by Zimmerman, **CARRIED**, to approve the March 2017 bills as presented. Discussion followed. Ayes: All. A discussion was held regarding the streetlights located on Newberry Avenue by the gas station and the one at the corner of Newberry Avenue and E. McMillan. Brown requested that the light on E. McMillan be changed to be similar to the light in front of the gas station. The Village Manager will report to the Water & Light Board and request that the Board take action regarding this issue.
- 2.) Village of Newberry - Cash Balance - February 2017 and March 2017. Reviewed and discussed.
- 3.) Village of Newberry – Financial Statement – February 2017 and March 2017. Reviewed.
- 4.) Water & Light monthly bills for March 2017. Reviewed.
- 5.) Water & Light – Cash Balance – February 2017 and March 2017. Reviewed.
- 6.) Water & Light – Financial Statement – February 2017 and March 2017. Reviewed.

Public Comments of Agenda Items: None.

Petitions and Communications: None.

Introduction and Adoption of Ordinances and Resolutions: None.

Reports of Village Officers and Management:

- A.) Treasurer Report – March 1 – 31, 2017: The treasurer report was presented and accepted.
- B.) Fire Chief: None.
- C.) Superintendent of Water, Light and Wastewater for period of March 1 – 31, 2017: Superintendent Vallad was not present due to illness. A written report was submitted. James-Mesloh spoke on his behalf.
- Currently filling potholes and making street repairs.
 - Continuing to do brushing and street sweeping.
 - The Village Manager gave credit to the staff for their work on keeping the power on during the recent storms.
- D.) Village Manager for period of March 1 – 30, 2017: James-Mesloh gave a verbal as well as a written report.
- Signed an engagement letter with Jeffrey L. Jocks, attorney with Sondee, Racine, Doren, PLC to be Village attorney.
 - Held first Planning Commission meeting. Training is scheduled for May 18th.
 - Have been holding discussions with Plante Moran, a municipal CPA firm, to develop an engagement letter to have them assist us with the Village budget. This will be at no cost to the Village. This is one of the technical assistance packages that we have been offered because we are a designated a Project Rising Tide Community.
 - Copy machines have arrived.
 - Met with Jan Goldthorpe about the creation of a Convention and Visitors Bureau.
 - Met with Luce County to discuss a recycling grant with DEQ and then submitted a grant written by Sharon Brown.
 - Met with three phone companies to gain quotes for a new phone system. She will make a recommendation at next months meeting regarding this.
 - Changed shifts at WWTP to set schedules.
 - Met with Miranda Laessing – 44 North to get an update on our BC/CS insurance account.
 - Hosted a Coffee with the Sheriff and Village Manager.
 - Met with Ken Talsma, Anderson & Tackman to discuss the audit schedule for the Village. The audit will be the first week of June.
 - Opened bids for TORC & Atlas Park.
 - In March we signed an agreement with FSO for our bio-solids application. It is a one-year contract. Discussion followed regarding drill-injected and top-application.
 - Met with Terra Langham, MRES, to discuss status of pension funding (64% funded or \$1.6 million to realize “full impact”).
 - Installed a new firewall and fiber optics Internet.
 - Met with John Cischke to discuss law enforcement.
 - There are new dumpsters, located on the east side of the old 41 Lumber building for Village residents to use for spring cleanup. A list of items not accepted will be at the Village offices. Proof of being a Village resident will be needed to use the dumpsters and they will be available for use during Village business hours.
 - The Board had a discussion regarding the new position of Wastewater Treatment Plant Superintendent.

- Trustee Medelis requested that the parking-lines on M-123, between Victory Way and Railroad Street, be painted.

Reports of Boards:

- 1.) Water & Light Board: Meeting minutes from April 11, 2017 were presented. Medelis gave the report. The Village will have new email addresses. The water rate hike discussion was tabled until all the options have been fully evaluated as to the most equitable way to do it. There has been an account created for the funds donated to repair the Christmas lights. A discussion was held regarding how to raise the funds for this project. The Board also discussed line 69.
 - a. Moved by Dishaw, support by Baynton, CARRIED, to approve the creation of the Christmas light account. Ayes: All.
- 2.) Tahquamenon Outdoor Recreation Complex (TORC)
 - a. Moved by Hendrickson, support by Brown, CARRIED, to pay Wade Trim, TORC Site – Phase II Design, invoice #3006560, dated March 17, 2017 in the amount of \$2,065.38 for professional services rendered. Discussion followed. Ayes: All.
- 3.) Planning Commission Meeting – A training session will be held May 18th. Discussion followed.

Committee Reports:

- 1.) DPW/WWTP Committee: None.
- 2.) Finance Committee: None.
- 3.) Fire Committee: Meeting scheduled for May 16th.
- 4.) Management Committee: None.
- 5.) Ordinance Committee: None.
- 6.) Project Rising Tide: Next meeting scheduled for April 24th.
- 7.) Strategic Health Alliance: Getting ready to hold their organizational meeting for the Farmers Market. The group is putting in another 9-holes at the Disc Golf course this spring and will have an event to open the course.

Unfinished Business: None.

New Business:

1. Change to Contract (Take-Over Agreement) with Arch Insurance Company: Moved by Brown, support by Dishaw, CARRIED, to approve the Change Order Request, as recommend by Charles Lawson, C2AE, that we delete the requirements included in Specification Section 02 7900 – Demonstration and Training, contingent upon the review and recommendation by the Village Attorney. Discussion followed. Ayes: All.
2. Wastewater Treatment Plant Superintendent:
 - a. Salary Recommendation: Moved by Hendrickson, support by Zimmerman, CARRIED, to approve the salary recommendation of \$40,000 to \$45,000 for the position of Wastewater Treatment Plant Superintendent. A lengthy discussion followed. Ayes: All
3. Contract with the Sheriff: A draft of the *Agreement to Provide Enforcement of Local Ordinances* between the Village and Luce County Sheriff Department was presented to the Board. Moved by Medelis, support by Zimmerman, CARRIED, to have the Village Manager move forward with presenting the edited *Agreement to Provide*

Enforcement of Local Ordinances to the Luce County Sheriff for his review.
Discussion followed. Ayes: All.

Public Comment: James Diem asked questions regarding the new Village Attorney and the new dumpsters.

Adjourn Meeting: Moved by Dishaw, support by Baynton, **CARRIED**, to adjourn the meeting at 8:34 p.m. Ayes: All.

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

Terese Schummer, Clerk

John Dewitt, Village President