

**VILLAGE OF
BARODA
Council Meeting
Minutes
Baroda Municipal
Building February 6,
2023 6:30 p.m.**

Members Present: Michael Price, Bob Feickert, Kathryn Strefling, Jodi Mattner, Jack Lewis, and Mel Tollas

Employee present: Treasurer Amy Covington

Absent: Clerk Mike Denton

Guests Present: Chris Burch, Donna Ryan, Audra Johnson, Matt Johnson, Donnie II Johnson, Doreen Schultz, Carol Jakubs, Elena Sabat

Council Meeting called to order at 6:30 p.m. by President Price

I. Reports

A. Treasurer Update

1. Treasurer Covington discussed canceling the village credit card and creating a bank account at United Federal Credit Union with debit cards attached to that account. Trustee Strefling made a motion to cancel the credit card, supported by Trustee Matter. All ayes motion carries.
2. Further discussion ensued on the benefits of going with an account with debit cards verses a single credit card for the Village. Trustee Strefling made a motion to open an account with up to three debit cards through United Federal Credit Union. Motion supported by Trustee Tollas, all ayes motion carries.
3. Treasurer Covington brought up bank reconciliations needing to be done and gave two options. Option one is to have her work with Rhonda from Plante Moran to catch up on reconciliations and increase her weekly hours. The second option is to have Rhonda do the reconciliations and based off costs from reconciliations done in 2022, Treasurer Covington estimates the cost to be around \$10,000 to go that route. After further discussion Trustee Feickert made a motion to approve up to 30 hours per week for the Treasurer to complete the bank reconciliation. Motion supported by Trustee Tollas, roll call vote was taken, all ayes motion carries.
4. Treasurer Covington informed the council of her monthly goals to create an electric time sheet for the DPW staff to help make it easier to show which

fund should be used for certain projects and work done with DPW. As well as work on the budget and bank reconciliations.

B. Commitees

1. Park- The village was given information on Pickle Ball from a Township resident with the thought of converting the tennis courts over to pickle ball courts. Some discussion took place, and the idea was left open for possible future discussions.
2. Finance- Plante Moran contract, Clerk Denton wanted to discuss this but was absent from meeting.
3. Clerks Info- The water bill from Lake Township will have price increases. Lake Township sent a letter informing us that they are increasing prices of water by 5%. Some discussion took place, and we will look into raising the Village water rates as well.

C. Planning Commission- Trustee Mattner informed the council the Planning Commission held a special meeting about the request for a special land use permit. There will be a public hearing coming up on February 21 for the special land use permit and the posting has been sent in to the newspaper. Also, several quotes has come in for the master plan.

II. New Business-

A. Vacancies- The first order of business to fill the Trustee vacancy due to the resignation of Trustee Krone. The three applicants all provided an introduction about themselves and answered a few questions. Once all questions had been answered Trustee Tollas made the motion to appoint Donnie Johnson II to fill the vacancy on the council supported by Trustee Strefling. A roll call vote was taken and was a tie vote, motion did not carry.

	Yes	No	Absent
Mike Price		x	
Mel Tollas	x		
Jodi Mattner		x	
Jack Lewis	x		
Kathryn Strefling	x		
Bob Feickert		x	

The previous vote to fill the council vacancy was a tie vote and therefore did not carry. President Price made a motion to appoint Chris Burch to fill the council vacancy and supported by Trustee Lewis. A roll call vote was taken and was also a tie vote, motion did not carry.

	Yes	No	Absent
Mike Price	x		
Mel Tollas		x	
Jodi Mattner	x		
Jack Lewis	x		
Kathryn Strefling		x	
Bob Feickert		x	

The previous vote to fill the council vacancy was also a tie vote and did not carry. Trustee Feickert then made a motion to appoint Donna Ryan to fill the vacancy on the council. The motion was supported by Trustee Mattner. A roll call vote was then taken, and the motion did carry.

	Yes	No	Absent
Mike Price	x		
Mel Tollas		x	
Jodi Mattner	x		
Jack Lewis		x	
Kathryn Strefling	x		
Bob Feickert	x		

B. Planning Commission Vacancies- After filling the vacancy on the council the planning commission vacancies were addressed next. Elena Sabat applied for the planning commission and gave a brief explanation on why she would like be a member of the planning commission. President Price appointed Elena Sabat to the planning commission. Trustee Mattner made a motion to except the appointment of Elena Sabat to the planning Commission and the motion was supported by Trustee Tollas and a roll call vote was taken. All ayes, motion carries.

Having multiple vacancies on the planning commission, Donnie Johnson II also offered to fill a vacancy. Donnie Johnson II was appointed by President Price and Tustee Tollas made a motion to accept the appointment to place Donnie Johnson II on the Planning Commission. The motion was supported by Trustee Lewis. A roll call vote was then taken, all ayes and motion carries.

The next vacancy we covered the Township Fireboard. Trustee Krone had previously filled this position and resigned along with his resignation from the Village Council. Trustee Tollas offered to fill the vacancy and shortly after some discussion Trustee Feickert made a motion to have Trustee Tollas fill the village

position on the fireboard. The motion was supported by Trustee Mattner, all ayes motion carries.

- C. Village equipment for private use- Trustee Strefling brought up that she heard about a DPW employee using the loader to remove snow from their driveway. President Price informed the council that during the blizzard the employee asked to take the loader home as he could not get into his driveway due to the depth of snow and had to spend the night in the DPW shop. President Price told him to try using the pickup truck to clear his driveway. Days later President Price had also heard about the loader being used. President Price reviewed the employee manual and discussed the situation with the attorney. Due to the weather conditions and the employee needing to get to work to clear our streets, he felt a verbal warning to all the DPW workers to not take any equipment home was an appropriate warning.
- D. Tractor Pricing/Tool List for Maintenance- Back in October, President Price created a form for the DPW employees to fill out to help with the budget. This was for discussion only but the snowplow on the pickup should be worked on this year. After discussing some of the options Trustee Feickert made a motion to purchase the parts from WinterEquipment.com for \$1001.98. The motion was supported by Trustee Lewis, all ayes motion carried.
- E. F&V Contract- Due to Trustee Krone resigning President Price is concerned about the wastewater lagoons being properly cared for and documented. President Price reached out to F&V to get a proposal for a possible option. The cost for F&V is \$71,424 per year or \$5,952 monthly for both water and wastewater operations. President Price informed the council that after the F&V meeting, the DPW crew, Clerk Denton, and President Price had a meeting with Tim Kading who is currently doing the wastewater testing. Tim Kading offered to help the Village learn everything needed to take care of the lagoons. The plan is to continue with Tim Kading and our DPW crew will learn from Tim Kading on how to do the weekly inspections.
- F. Berrien County Hazard Mitigation Plan- A discussion took place about the Berrien County Hazard mitigation plan. Trustee Feickert said he had spoken with Rocky Adams about some errors within the plan. Trustee Tollas made a motion to accept the resolution to adopt the Berrien County Hazard Mitigation Plan with the good faith they will correct the errors. The motion was supported by Trustee Strefling and a vote was taken; all ayes motion carried.
- G. Payroll Reporting Options- Treasurer Covington provided a payroll report in addition to the check report and informed the Council that they are two separate reports in the BS&A system. Everyone was satisfied with the way the check report is printed and no further discussion took place.

- H. Consent Agenda- There was some discussion on corrections needed on the January meeting minutes and a copy was marked where corrections were needed. For paying of bills there was discussion on life insurance and making sure anyone who should be on it be added if needed and anyone who is no longer here be removed. After the discussion a motion was made by Trustee Feickert to accept the consent agenda and the minutes as amended and paying of bills \$33,492.23. Motion supported by Trustee Strefling. Roll call vote was taken, all ayes motion carried.
- I. Counsel members comments- The proper way to pay for Clerk Denton to attend the Clerks Institute was discussed and will be further researched and discussed in the future. Trustee Feickert brought up the Red Freightliner dump truck and had some safety concerns over the brakes. Trustee Feickert made a motion to remove the Red Freightliner truck from use until a repair facility determines if it is suitable for use. The motion was supported by Trustee Lewis and a vote was then taken. All ayes motion carries.

There was also a discussion on the village attorney and after a long conversation by the council members a motion was made by trustee Lewis and supported by Trustee Strefling to invite the attorney to a future meeting. A roll call vote was taken.

	Yes	No	Absent
Mike Price	x		
Mel Tollas	x		
Jodi Mattner	x		
Jack Lewis	x		
Kathryn Strefling	x		
Bob Feickert		ABSTAIN	

Trustee Lewis said he had contacted the MML about any training on doing a budget and they currently do not offer any classes on doing a budget.

Next there was discussion on a DPW employee, several concerns were raised during the discussion as well as how to address the concerns. Trustee Tollas then made a motion that Shane Schmalz be suspended until clarification from the attorney that we have the authority to terminate his employment. If the attorney said, we have the authority that he be terminated immediately. The motion was supported by Trustee Feickert. A roll call vote was then taken. All ayes motion carries.

President Price next mentioned the Streets Administrator vacancy and volunteered to take the position. Trustee Mattner made a motion for President Price to fill the vacancy supported by

Trustee Streffling. President Price also brought up the Citizen Planner class being offered at Lake Township. President Price made a motion for the village to pay for the class for anyone on the council who wants to take it. Motion was supported by Trustee Mattner. A roll call vote was taken. All ayes motion carries.

Audience comments were heard next and consisted of discussions on water bills and events in town.

Meeting was adjourned at 9:50pm

Recorded by:

Michael Price, Village President