

VILLAGE OF BARODA REGULAR MEETING MINUTES

Minutes of the Village of Baroda Council Meeting held on Monday, October 2, 2023, at 6:30pm.

Roll Call Completed

Present: Michael Price, Mel Tollas, Jodi Mattner, Katie Strefling, Bob Feickert and Donna Ryan

Absent: Jack Lewis

Employees Present: Amber Osha, Paula Bryan, Anthony Cochran, Grant Bly and Andrew Spitzke

Also Present: C. Jakubs, Audra Johnson, Doreen Schultz, Doug Anderson, Samer Badreddine, Angelique Peterson, Mr. Peterson, Christina Price

Audience Comments: Grant Bly stated he was at the meeting to see what's going on.

Approve/Amend Agenda

Motioned by Mel Tollas, 2nd by Katie Strefling to amend the meeting agenda for Regular Council Meeting Monday, October 2, 2023, to add an introduction of Paula Bryan and to also add a prebudget meeting update under the Finance Committee. Ayes-6 Nays-0

Approve Minutes for September 5, 2023, Council Meeting: Motion made by Jodi Mattner 2nd by Mel Tollas Ayes-6 Nays-0 **Motion Carried.**

Paying of the bills: Mel Tollas made a motion, 2nd by Katie Strefling to approve paying the bills totaling \$34,041.05.

Roll Call Vote:

Michael Price-Yes
Mel Tollas- Yes
Katie Strefling- Yes
Jodi Mattner- Yes
Donna Ryan- Yes
Bob Feickert- Yes
Jack Lewis-Absent

Payroll: Mel Tollas made a motion to approve payroll totaling \$23,963.49 and 2nd by Bob Feickert

Roll Call Vote:

Michael Price-Yes
Mel Tollas- Yes
Katie Strefling- Yes
Jodi Mattner- Yes
Donna Ryan- Yes
Bob Feickert- Yes
Jack Lewis-Absent

Treasurer's Report: The Village owes the IRS \$6,921.94 due to errors made on paperwork and fees for filing late for Form 941 from March 31, 2021. Paula Bryan will draft a letter to the IRS to ask for forgiveness of penalties and interest. The IRS owes the Village \$5,546.71 due to overpayment on Form 941 from June 30, 2022.

Clerk's Report: The Council was presented with examples of surrounding municipalities permit fees as well as food truck fees and applications. A service agreement was presented by PC Consultants, INC for the Council to review. **A motion was made by Mel Tollas and 2nd by Katie Streffling to update the water bill policy to have a pink shut off tag put on a resident's door after a late period of thirty days, after which the resident has three days to make payment or payment arrangements. If the resident fails to pay, then their water will be shut off at the sixty-day mark with a disconnection fee of \$50. The reconnection fee will be \$50 on a regular business day or \$75 on a non-business day. Ayes 6 Nays-0 Motion was carried.** Also, the contract for Detroit Salt was presented to the Council.

Park Committee: The Committee has reviewed and is finalizing the Park Recreation Plan. There will be a public notice of it on Wednesday, October 4, 2023, with a public hearing on November 6, 2023.

Finance Committee: Amber Osha advised the Council that all evidence had been submitted for the audit with the help of Mel Tollas. Mel Tollas advised the Finance Committee had met for a pre-budget meeting. The Committee requested that the Clerk and the Treasurer be involved in the Finance Committee meetings. It was agreed that they would attend the meetings. The amendments will be presented at the November 2023 meeting.

Hiring Committee: Bob Feickert made a motion 2nd by Katie Streffling to dissolve the Hiring Committee. Ayes-6 Nays-0 **Motion carried.**

Review Committee: Anthony Cochran had his review. There was discussion on a possible raise, but that decision was tabled.

Planning Commission: The Planning Commission is going over the draft for the Village survey. Their next meeting will be Wednesday, October 18, 2023.

New Business

New Contract for Tim Kading- Bob Feickert made a motion, 2nd by Michael Price to sign the new contract as it is written.

Roll Call Vote:

Michael Price-Yes
Mel Tollas- Yes
Katie Streffling- Yes
Jodi Mattner- Yes
Donna Ryan- Yes
Bob Feickert- Yes
Jack Lewis-Absent

2024 Budget Development Timeline: Bob Feickert made a motion, 2nd by Mel Tollas to adopt the 2024 Baroda Village Budget Process Timeline as written and entered into the minutes. Ayes-6 Nays-0 **Motion carried.** (Attached)

MML Class- Michael Price and Mel Tollas plan to attend Mayors and Presidents Institute on November 16-17, 2023.

Street Administrator: Michael Price made a motion, 2nd by Mel Tollas to nominate Michael Price as the Street Administrator for the year. Ayes-6 Nays-0 **Motion carried.**

Grant Bly's Medical Card: A motion was made by Katie Strefling, 2nd by Mel Tollas to reimburse Grant \$235 for his CDL Physical.

Roll Call Vote:

Michael Price-Yes
Mel Tollas- Yes
Katie Strefling- Yes
Jodi Mattner- Yes
Donna Ryan- Yes
Bob Feickert- Yes
Jack Lewis-Absent

Tree Quotes: Tree Amigos provided the Council with quotes for removing tree at 1396 Lemon Creek, 9105 Third Street and 8929 Second Street. The council advised that there needs to be additional quotes.

Trustee Seat Coming Open: Donna Ryan expects to move out of the Village in the coming months and will need to vacate her seat. The Council discussed how to best inform the public of the expected open position.

Unfinished Business:

Bad Hair Cut Film- Motion made by Katie Strefling, 2nd by Mel Tollas to approve the October 4, 2023, Special Event Application for the film Bad Hair Cut. Ayes-6 Nays-0 **Motion carried.**

Council Comments:

Bob Feickert- Thanked the DPW employees for coming to the meeting.

Donna Ryan-Happy there is a full office staff.

Katie Strefling- Thanked the DPW guys for doing a great job.

Jodi Mattner- Nothing

Mel Tollas- Nothing

Michael Price- The County is buying two lots in the Industrial Park. He also introduced Paula Bryan as the new Treasurer.

Audience Comments: Doreen Schultz: The Village should store the external hard drive in a fireproof safe. Doreen Schultz also requested that the water bills be more consistent with the time they are sent out.

Meeting adjourned at 8:18pm.

Amber Osha
Village Clerk

Michael Price
Village President

2024 Baroda Village Budget Process Timeline (Ref. 1, 2, and 3)	
On or before:	Budget process step description:
Dec. 4 (meeting)	- President present Capital Improvements recommended by Planning Commission. [Ref. 3] - Council members propose budget priorities, projects, purchases, etc. for consideration.
Jan. 2 (meeting)	- President present information related to budget priority requests. - Council prioritize requests for inclusion in budget.
Jan. 26	President presents proposed budget (including 2022 line item expenses and 2023 estimates) to Council by email.
Feb. 5 (meeting)	Council direct revisions to proposed budget.
Feb. 23	President presents proposed budget (including 2022 line item expenses and 2023 estimates) to Council by email.
Mar. 4 (meeting)	Council review proposed budget. **
Mar. 11	If necessary, Council adopts a resolution on the proposed additional millage rate for the coming fiscal year.
Mar. 18	If using increased SEV or if increasing millage rate, then public hearing on this/these item(s).
** Mar. 29	- Public hearing on budget (at least 6 days' notice required). [Ref. 4] - Council adopt budget.
Jun. 28	Millage set after final SEV figures are received. (Cannot be more than proposed in public hearing.)

** If possible, hold public hearing and adopt budget at March 4 regular monthly meeting to preclude need for special meeting for these items.

References

1. MCL 14.421 - 141.440a, Michigan Uniform Budgeting and Accounting Act (1968 PA 2)
2. General Law Village Act (1895 PA 3)
3. Michigan Planning Enabling Act (Act 33 of 2008) (MCL 125.3865)
4. MCL 141.412, Public Hearing on Proposed Budget; Notice
5. MML Handbook for General Law Village, Nov. 2017. Pages 70-75.