

VILLAGE OF BARODA REGULAR MEETING MINUTES

Minutes of the Village of Baroda Council Meeting held on Tuesday September 5, 2023, at 6:30pm.

Roll Call Completed

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

Employees Present: Amber Osha and Anthony Cochran

Also Present: C. Jakubs, Audra Johnson, Matt Johnson, Steve Carlisle, Doreen Schultz, Beth Antosz, Zoey Heyn, Ethan Stine, Emma Pinkowski

Audience Comments: Doreen Schultz questioned if we have a code of ethics and if we abide by it.

Approve/Amend Agenda

Motioned by Mel Tollas, 2nd by Jodi Mattner to accept and approve meeting agenda for Regular Council Meeting Tuesday, September 5, 2023. Ayes-7 Nays-0

Approve Minutes for August 7, 2023, Council Meeting: Motion made by Jodi Mattner 2nd by Mel Tollas Ayes-7 Nays-0 **Motion Carried.**

Paying of the bills: Bob Feickert made a motion to approve the paying of the bills and 2nd by Mel Tollas. Ayes-7 Nays-0 **Motion Carried.**

Payroll: Mel Tollas made a motion to approve payroll and 2nd by Bob Feickert. Ayes-7 Nays-0 **Motion Carried.**

Treasurer's Report: Ryan Keough, Zoning Administrator has not been paid since he started. Bob Feickert made motion and 2nd by Katie Strefling to pay Ryan \$450 per month for the past months, have him fill out paperwork and then pay him \$30 per hour with timecard turned in bi-weekly. Mel Tollas made a motion and 2nd by Bob Feickert to pay Ryan \$50 for meeting pay. Amber Osha questioned whether to put Paula Bryan on the MI Treasury paperwork due on September 15 if Paula did not start until September 18. She was advised to touch base with Paula and then proceed.

Clerk's Report: Amber Osha advised that the training was going very well. She also asked about a resident's water bill who had been in the hospital and questions regarding adjusting bills. She also advised on the CPA survey to be filled out, an update on our IT concerns, committee sign-ins, as well as the cameras at the park. Mel Tollas recommended having a second monitor for the clerk's computer. If under \$500 it can be ordered.

Park Committee: The Committee will meet with Wightman on September 12, 2023, to discuss the surveys.

Finance Committee: Mel Tollas advised the Council that the 2023/2024 Budget had not yet been uploaded to BS&A and if it was not by the end of September 15, 2023, we would not be able to access BS&A. She was unsure who should do this, and which copy of the budget was the correct one to upload. She advised that she would do it. Mel is to get the approved copy from Michael Price and upload it. Mel Tollas also advised that they needed to begin working on the 2024/2025 budget.

Hiring Committee: Nothing at this time.

Review Committee: Still needs to review Anthony Cochran

Planning Commission: The masterplan kick-off was August 29, 2023. They are now working on putting together the Village survey. Their next meeting will be September 20, 2023, at 6:30 PM.

New Business

Wightman-CDSMI- The testing for lines need to be finished by January 1, 2025 and the replacements need to be completed by 2039/2040. There could be grants and funding available for this project.

Zoning Permit, Building Permit, Mechanical Permit, etc. fees- These need to be updated. A motion was made by Donna Ryan and 2nd by Katie Strefling to form a committee to work on updating the fees for Village permits. The committee will consist of Mel Tollas and Donna Ryan. Ayes-7 Nays-0 **Motion carried.**

Training for the new Treasurer, Paula Bryan: Training needs to be done by Amy, Mel and Amber. She can also call the county, Dawn and BS&A training.

Schedule for Paula Bryan: Michael Price is to reach out to Paula Bryan and Amy Covington and work on her schedule.

Changing of Fire Extinguisher Companies: A motion was made by Katie Strefling and 2nd by Mel Tollas to switch companies from Summit to Pro-Safety. Ayes-7 Nays-0 **Motion carried.**

Status of ordinance updating: They all need to be updated. It needs to be sent to the company that we use and have complete codification done. (E-Code)

Township-Trail & Trea Event: Motion made by Mel Tollas and 2nd by Donna Ryan to donate \$250 to the Township for Trail & Treat and to donate \$100 to the Baroda Fire Department.

Roll Call Vote:

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

DPW Winter Assignments: Motion made by Mel Tollas and 2nd by Donna Ryan that snow plowing is Anthony Cochran, Terry Lear, Grant Bly with Andrew Spitzke as a backup if he is trained. Ayes-7 Nays-0 **Motion carried.** The generator is going to a 2nd place to be looked at for possible repairs.

Village Newsletter: The Council voiced support for the Clerk publishing the Village newsletter as time and resources allow.

Unfinished Business:

Tree Quotes: Motion made by Katie Strefling and 2nd by Mel Tollas to have Tree Amigos remove two dead maple trees on 2nd Street for \$3000.

Roll Call Vote:

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

Bad Hair Cut Film-Michael Price advised that Police have been set up for September 16, 2023. The discussion was that businesses on 1st Street would be allowed to put up parking signs to help their customers find parking during the road closure. The check that was provided to the Village should be split up as follows: \$100-Permit Fees and \$300-to the DPW department.

DPW Shirts: if it is under \$500 Mel Tollas can make the shirts.

New Attorney: Amber Osha advised the council that we do not have a contract with the current attorney. Michael Price is to draft and send a letter to the current attorney advising that their services are no longer needed.

Council Comments:

Bob Feickert: What is the Status of the grant for Pheasant Run? Still waiting. Request a proposal of how the council is going to run the budget development and it be before the next meeting. Policy and Procedure committee met before the meeting. They are starting with the credit card and travel policies first.

Donna Ryan-Appreciates the exhibits and number on the agenda.

Katie Strefling- Nothing

Jodi Mattner- Second what Donna said. She thinks Amber Osha is making the position her own and is happy with that.

Jack Lewis- Nothing

Mel Tollas- Has concerns about not being in the office at all for extra training for Amber Osha. (It was decided by the council that if questions arise that Michal Price is the first point of contact. If needed Michael Price can permit Mel Tollas to come into the office to help.) Mel Tollas would also like President Price to train her to cover his position properly for when she must step in for him.

Michael Price- The leaf vacuum and the grasshopper have issues that need to be fixed.

Audience Comments: Doreen Schultz: question about paying Ryan Keough monthly.

Meeting adjourned at 9:37pm.

Amber Osha
Village Clerk

Michael Price
Village President