

VILLAGE OF BARODA
Council Meeting Minutes
Baroda Municipal Building
November 5, 2018
6:30 p.m.

Members Present: Bob Getz, Don Turney, Ed Rath, Steve Jasper, Larry Nye, Milton Sluder, Mona Himmelein, DPW Tony Cochran, Clerk/Treasurer Martin and Deputy Clerk Tomlinson.

Guests Present: Rick Ast, Leonard Krone and Steve Carlisle

Council Meeting called to order at 6:30 p.m. by President Getz. The meeting opened with the Pledge of Allegiance.

Council Meeting

- I. Audience Comments – Christina Price seeking permission to use First Street for 2019 Farmers Market. A motion was made by Trustee Jasper to allow the use of First Street for 2019 Farmers Market and supported by Trustee Rath. All ayes, motion carried.

II. Reports

- A. Village Engineer - Steve Carlisle updated council on the Lemon Creek Road project as well as reviewed the two options for community facilities work with USDA. The discussion was to determine if we still wanted to include the streetscape portion of the project. Due to some concern about the amount of payment, it was decided we should not proceed. A motion was made by Trustee Nye to not move forward with streetscape project at this time; supported by Trustee Jasper. A roll call vote was taken:

	<u>YES</u>	<u>NO</u>	<u>ABSENT</u>
Bob Getz	X		
Mona Himmelein	X		
Steve Jasper	X		
Larry Nye	X		
Ed Rath	X		
Milt Sluder	X		
Don Turney	X		

Motion Carried.

We then had a vote on whether to move forward with the industrial park street project. A motion was made by Trustee Nye, supported by Trustee Turney to accept the new estimate for the industrial park project. A roll call vote was taken:

	<u>YES</u>	<u>NO</u>	<u>ABSENT</u>
Bob Getz	X		
Mona Himmelein	X		
Steve Jasper	X		

Larry Nye	X
Ed Rath	X
Milt Sluder	X
Don Turney	X

Motion Carried.

B. Economic Development-none

C. Committees

1. Park-none

2. Finance – Clerk Boehm inquired about the need for frequency of budget amendments. Clerk Boehm’s recommendation is to do them once or twice a year. Trustee Jasper recommended doing budget amendments quarterly. A motion was made by Trustee Jasper to do budget amendments quarterly, supported by Trustee Turney. All ayes, motion carried.

D. Planning Commission – Planning another meeting for November.

E. DDA - none

III. New Business

A. Transportation Resolution- We have been asked by the Best Practices Committee to pass a resolution of support for the continued efforts to bring much needed improvements to the Berrien County public transit. A motion was made by Trustee Jasper to approve Resolution #5, Supporting Improvements in Public Transit in Berrien County, supported by Trustee Rath. All ayes, motion carried.

B. Ordinance for Granting New Franchise – Our current franchise agreement with I&M is expiring and they have put form the request for a new one to be approved by the Village. After review, a motion was made by Trustee Rath to approve Ordinance 196 and was supported by Trustee Turney. All ayes, motion carried.

C. C. Sewer Rate Increase 4% - Wightman had done a projected rate increase for the Village for the next 40 years, which was set to start 01/01/2018. The Village did not approve rate increases at that time. DPW Supervisor also stated that we will need to start replacing storm drains in the near future. It was proposed by Treasurer Boehm that we set aside 1% of the 4% increase to only be used for storm drain repair. Trustee Nye made a motion to increase sewer rates by 4% effective January 1, 2019 and was supported by Trustee Sluder. A roll call vote was taken:

	<u>YES</u>	<u>NO</u>	<u>ABSENT</u>
Bob Getz	X		
Mona Himmelein	X		
Steve Jasper		X	
Larry Nye	X		
Ed Rath	X		
Milt Sluder	X		
Don Turney	X		

Motion Carried.

D. Clerk Boehm requested that we change our Petty Cash Policy from \$100 to \$150, as we run out of change frequently during water bill time. Trustee Jasper suggested increasing it to \$200 so we don’t run in to the same issues. Trustee

Jasper made a motion to increase Petty Cash Policy from \$100 to \$200 and was supported by Trustee Rath. All ayes, motion carried.

- E. Meeting Pay – This election was the first time since we turned elections over to the Township that we have a change in Council. Because of the change in when elections are held, the ordinance for the Council pay doesn't align anymore. We need to look at some options on how to better align the beginning of their term and fiscal year. Clerk Boehm will discuss with Attorney Peterson and get back to the Council with options.
- F. Equipment Rental - Clerk Boehm inquired about the necessity of making journal entries on all equipment rental versus only the ones for state mandated funds. She has inquired with multiple municipalities, and none of them do the equip rental for standalone funds. She also stated it had not been done since last July, and it is a very time-consuming process. Before she begins working on it, she wanted to check with the Council. After some discussion, Trustee Jasper made a motion to only do journal entries for state mandated equipment rental funds and was supported by Trustee Sluder. All ayes, motion carried.
- G. Sewer Jetter - President Getz stated that Doug Debest from the Baroda Fire Department has asked the Village to remove the Sewer Jetter from the Township Garage as they need the space to park a fire vehicle. Since the Village pays 40% rent monthly, and provides snow plowing services for the Township, President Getz feels that we should be able to keep the bay. Supported from the Council, President Getz will talk to the Township regarding the issue.
- H. Sewer Pump Repair – DPW Supervisor Cochran submitted an estimate for \$1,583.00 to repair our main sewer pump. He also stated that he has someone that would be able to do some welding on a couple of parts so that would save approximately \$600 off the estimate. We could also replace the whole pump at a cost of approximately \$6,000. A motion was made by Trustee Rath to approve the sewer pump repair and was supported by Trustee Jasper. All ayes, motion carried.
- I. Part Time Winter Help - President Getz stated that Trenton Pierce was leaving, and the Village would need to hire a person for the part time winter help position. The Council agreed.
- J. New Time Clock - President Getz stated the need to replace the time clock in the shop. It had been broken a couple of months ago when the crew was backing out of the shop. Since there has not been a clock, the time cards have not been filled out accurately and there have been many discrepancies, thus taking the office much longer than necessary to do payroll. There have also been some issues with personnel punching each other in/out.

There were several options presented to Council. We are looking at a fingerprint clock to avoid any further issues. Deputy Clerk Tomlinson was asked to check in to a couple of concerns (will it work with no wi-fi at the shop; what about grease or oil on their hands). After some discussion, a motion was made by Trustee Nye to replace the shop time clock with a cap of \$500.00 and was supported by Trustee Turney. All ayes, motion carried.

- IV. Consent Agenda - Motion by Trustee Rath, seconded by Trustee Jasper to approve the consent agenda items as presented. All ayes, motion carried.

- A. Council Minutes – October 1, 2018
- B. Treasurer's Report-none
- C. Paying of Bills and Transfers (\$12,815.73)
- D. Correspondence

V. Council Comments

- A. President Comments – With the passing of the legalization of recreational marijuana, we need to position ourselves to be better prepared to handle the issues that may arise for the Village. We had received information from another municipality to work jointly on obtaining ordinances, options etc. The cost is \$700 for each municipality. President Getz proposed using Dickinson Wright to aid the Village in composing these materials. Trustee Jasper made a motion to engage Dickinson Wright if Proposal 1 passes and was supported by Trustee Rath.
- B. Council Member's Comments- none

Meeting adjourned at 7:30 p.m.

Recorded by:

A handwritten signature in cursive script that reads "Tina Martin".

Tina Martin, Clerk