

EDMORE VILLAGE COUNCIL
APPROVED JOURNAL OF MINUTES

February 12, 2018

1. **CALL TO ORDER:** The regular session of the Village of Edmore Council was called to order on Monday, February 12, 2018, at 7:00 p.m. in the Curtis Community Building by **President Art Schuitema**.
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL:** Members Present –**Ashbaugh, Burr, Davis, Deja, Hadley, Kohn, Schuitema**. Also present were: **Elaine Leak** – Village Treasurer, **Michelle Leak-Rensland** – Village Clerk, **Neil Rankin** – Village Manager, **Sergeant Steven Snyder** – Sheriff Deputy, **Jordan Rasmussen** – Village Attorney.
4. **APPROVAL OF AGENDA:** Motion by **Hadley** to accept the amended agenda changing the year from 2017 to 2018, supported by **Ashbaugh**. MOTION PASSES 7-0.
5. **PRESENTATION:** Mr. Rankin demonstrated how the GIS Mapping Software works and displayed the tools used in adding information to the GIS system.
6. **PUBLIC COMMENTS:** Mr. Leak announced a death of a former business person from Edmore.
7. **DEPARTMENTAL REPORTS:**
 - a. **POLICE REPORT:** Presented by **Sergeant Steven Snyder**. Report on file.
 - b. **FINANCE REPORT:** Report on file. All loans are current.
 - c. **DPW REPORT:** Handled a water main break, plowing snow, had GIS training.
 - d. **CLERK REPORT:** No report.
 - e. **TREASURER REPORT:** **Elaine Leak** presented accounts balanced through December. Report on file.
8. **COMMITTEE REPORTS:**
 - a. **ORDINANCE:** Discussing Special Ordinance Assessment.
 - b. **FINANCE:** Looking at draft budget, made comments and updates.
9. **MANAGER REPORT: Neil Rankin**
 - a. DDA/Marketplace Manager applications are coming in.
 - b. Need more members on the Planning Board.
10. **APPOINTMENTS:** President **Schuitema** asked **Hadley** to continue with the President Pro-Tem position.
11. **OLD BUSINESS:**
 - a. NITA CURTIS OFFICE LEASE AGREEMENT – Motion by **Hadley** to approve language changes in the Nita Curtis lease agreement, specifically in section 10, supported by **Kohn**. Discussion: **Rankin** – Changed language as requested last month. Nita Curtis Board (NCB) will meet in March to finalize contract. **Ashbaugh** – NCB has not yet seen changes. **Rankin** – They

can bring their own suggestions back to us after meeting. Will then have to be approved by council. We are just approving the language changes – not voting to accept whole lease. ROLL CALL VOTE: YES – **Hadley, Kohn, Schuitema**. NO – **Ashbaugh, Burr, Davis, Deja**. MOTION FAILS 3-4. Discussion continued: **Rankin** – What language changes are wanted? **Ashbaugh** - Would like to give NCB a chance to see the changes, this is a lot of change for a small problem. NCB has a few more meetings to finish organization of materials. Feels as if Council is disempowering the foundation about having access to own building. Girls are complaining about cold. Council approved heaters last year. Is this still a problem? **Deja** – Wish we could work together more instead of having tension between NCB and village employees.

12. NEW BUSINESS:

- a. MEETING MINUTES – Minutes presented from the January 8, 2018, Regular Meeting for approval. Motion by **Hadley** to accept as printed, supported by **Ashbaugh**. ROLL CALL VOTE: YES – **Ashbaugh, Burr, Davis, Deja, Hadley, Kohn, Schuitema**. MOTION PASSES 7-0.
- b. PAYMENT OF BILLS –
 - i. Motion by **Burr** to approve payment of the presented bills, supported by **Deja**. Discussion: **Burr** -\$900 bill for Curtis Building? **Rankin** – For utilities over 3 months. **Burr** – Are we behind in payments? RS Technical Services \$880? Who can give answer? Nobody has answers. **E. Leak** – I am not involved with printing checks or accounts. **Burr** – Johnson’s Seasonal Care? **Rankin** – May be a late invoice from summer, maybe for municipal lot. **Burr** – Check register doesn’t match invoices in folder. **Kohn** – Can we use description column on monthly register? Invoice packet signed tonight will be in next month’s register. Could we bring this packet back next month to answer any questions? **Hadley** – By signing bills council gives permission for them to be paid. ROLL CALL VOTE: YES – **Ashbaugh, Davis, Deja, Hadley, Kohn, Schuitema**. NO – **Burr**. MOTION PASSES 6-1.
 - ii. Motion by **Burr** to add more descriptions to check register, and see all receipts and invoices at the meetings, supported by **Deja**. ROLL CALL VOTE: YES – **Ashbaugh, Burr, Deja, Kohn**. NO – **Davis, Hadley, Schuitema**. MOTION PASSES 4-3.
- c. HOMETOWN DECORATIONS CONTRACT – Motion by **Hadley** to approve the contract with Hometown Decorations for \$3528, supported by **Deja**. Discussion: **Rankin** – There is a cost increase due to LED upgrades. LEDs will save energy. Village budgeted \$3132 for decorations. ROLL CALL VOTE: YES – **Ashbaugh, Burr, Davis, Deja, Hadley, Kohn, Schuitema**. MOTION PASSES 7-0.
- d. DDA RESIGNATION AND APPOINTMENT – Motion by **Ashbaugh** to accept the resignation of Rich Adgate and to appoint Jason Hunt as Vice-Chair, supported by **Deja**. ROLL CALL VOTE: YES – **Ashbaugh, Burr, Davis, Deja, Hadley, Kohn, Schuitema**. MOTION PASSES 7-0.
- e. BUDGET HEARING – Motion by **Burr** to set the Budget Hearing date of February 26, 2018 at 7:00 P.M., supported by **Kohn**. ROLL CALL VOTE: YES – **Ashbaugh, Burr, Davis, Deja, Hadley, Kohn, Schuitema**. MOTION PASSES 7-0.
- f. MDOT PERFORMANCE RESOLUTION – Motion by **Hadley** to accept the Performance Resolution from MDOT, supported by **Burr**. Discussion: **Burr** – We do this yearly? **Rankin** – Yes, gives permission for Village employees to pull construction and detour permits. ROLL CALL VOTE: YES – **Ashbaugh, Burr, Davis, Deja, Hadley, Kohn, Schuitema**. MOTION PASSES 7-0.

- g. CLOSED SESSION – Motion by **Hadley** to move into Closed Session to consult with village attorney, supported by **Ashbaugh**. YES – 7, NO – 0. MOTION PASSES 7-0.
COUNCIL ENTERED CLOSED SESSION AT 7:55 P.M.
COUNCIL RETURNED FROM CLOSED SESSION AT 8:35 P.M.
- h. NEGOTIATIONS - Motion by **Burr** to authorize Neil Rankin and Village Attorney Jordan Rasmussen to negotiate with Bob Reams to reach a settlement, supported by **Hadley**. ROLL CALL VOTE: YES – **Ashbaugh, Burr, Davis, Deja, Hadley, Kohn, Schuitema**. MOTION PASSES 7-0.

13. PUBLIC COMMENTS:

- a. Ms. Dodson had questions about the lease agreement with Nita Curtis. Building is governed by the Nita Curtis will, and it has never been up to Council to decide when NCB can access building.
- b. Mr. Guild added that one council member has problems with NCB using the office and running copies. The Council should not ruin a good relationship with NCB, as the Curtis Building is a blessing to use.
- c. Mr. Rasmussen asked about developments in the Casair legal proceedings. Council declined comment as they cannot discuss the case while it is still in litigation.
- d. Mr. Macklin has concerns with construction billing for the Edmore Marketplace and sees a discrepancy. He is disappointed that Hadley was reappointed as Pro-Temp.

14. COUNCIL COMMENTS:

- a. **Ashbaugh** noted there were deductions on Marketplace construction from Fleis & Vanderbrink and from Griffith Builders.
- b. **Davis** read a letter concerning Nita Curtis and Glen Curtis Foundations use of village office equipment.
- c. **Burr** had more questions about bills and invoices. She asked for information about what the village has spent on the Marketplace project.

15. MOTION TO ADJOURN: Motion by **Davis**, supported by **Ashbaugh**, to adjourn the meeting at 9:00 P.M.



Village Clerk



Village President

Approved for Publication

NEXT MEETING:

BUDGET HEARING AND SPECIAL MEETING: Monday, February 26, 2018 at 7 P.M.

REGULAR MEETING: Monday, March 12, 2018 at 7 P.M.