

EDMORE VILLAGE COUNCIL
APPROVED JOURNAL OF MINUTES
June 12, 2017

1. **CALL TO ORDER:** The regular session of the Village of Edmore Council was called to order on Monday, June 12, 2017, at 7:00 p.m. in the Curtis Community Building by **President Michael Kotenko**.
2. **ROLL CALL:** Members Present – **Kotenko, Ashbaugh, Burr, Davis, Deja, Hadley, Kohn**. Also present were: **Neil Rankin** – Village Manager, **Elaine Leak** – Village Treasurer, **Michelle Leak-Rensland** – Village Clerk.
3. **PLEDGE OF ALLEGIANCE**
4. **APPROVAL OF AGENDA:** Motion by **Ashbaugh**, supported by **Hadley**. Motion passes 7-0.
5. **PRESENTATION:** None.
6. **PUBLIC COMMENTS:**
 - a. Mrs. Ragan read a letter concerning the village fence dispute on her property.
 - b. Mr. Colburn discussed FOIA concerns. He is wondering if the policy is being applied equally to all requests.
 - c. Mr. Macklin asked for more information about upcoming trash program changes.
 - d. Mrs. Drain informed the council that she has had emails unanswered from council and village office. She questioned FOIA policy and charges. She questioned about quorum and number of votes needed to pass a motion. She reminded council members about rules of discussion and need for courteous behavior.
 - e. Mrs. Ragan discussed a FOIA request.
 - f. Ms. Dodson asked about committee members. She said other villages do not implement the FOIA policy the way our village does.
 - g. Mr. Munger would like to raise chickens on his property. He would like definition of livestock for our community. He presented a sample ordinance and would like council to address this issue.
7. **POLICE REPORT:** Report on file.
8. **FINANCE REPORT:** Report on file. One loan is up to date. The two other loans are making payments, but are behind.
9. **DPW REPORT:**
 - a. Cemetery work continues.
 - b. Hydrant flushing is complete.
 - c. Working on weeds and cleaning downtown sidewalks.

- d. Attended Asset Management conference in Grand Rapids.
- e. GIS Water mapping to begin soon.

10. CLERK REPORT:

- a. Minutes presented from the May 8, 2017, Regular Meeting for approval. Motion by **Ashbaugh** to approve as presented, supported by **Davis**. MOTION PASSES 7-0.
- b. Michelle is now a member of the Michigan Association of Municipal Clerks. She will be attending their annual conference in Kalamazoo next week for training.

11. TREASURER REPORT: **Elaine Leak** presented accounts balanced through April. Report on file.

- a. PAYMENT OF BILLS – Motion by **Burr** to approve payment of the presented bills, supported by **Deja**. ROLL CALL VOTE: YES - **Ashbaugh, Burr, Davis, Deja, Hadley, Kohn, Kotenko**. MOTION PASSES 7-0.

12. MANAGER REPORT: **Neil Rankin**

- a. Executive committee met to discuss FOIA.
- b. Council will vote on company to handle Sunrise Tower Demolition tonight.
- c. People are interested in purchasing lots at the Sunrise complex. This will include establishing a PA 198 and holding a hearing.
- d. GIS Mapping of the Storm Sewer system to begin.
- e. Presented request to purchase/print Tax Roll from Home Township.
- f. Bruce Peterson has completed an application to serve on village boards.

13. OLD BUSINESS:

- a. FOIA policy was discussed. **Rankin** – Takes time to prepare the documents. We are following state guidelines. People can look at documents in the office at no charge, appointments are appreciated. **Deja** – Public can look at documents for free; if copies are needed, charges will be applied. **Kohn** – Use common sense and professional courtesy. Asked how many requests we have received lately. **Rankin** – 15 to 20. **Burr** – We shouldn't charge for copies, we have to wait to see Neil to get requests answered. Need to rewrite guidelines. If we don't have to look it up, shouldn't be charged. Office staff needs to know more of what is going on. **Ashbaugh** – Executive committee reviewed and voted to keep current policy. **Davis** – It doesn't matter what other communities are doing, this is the policy we have. **Ashbaugh** – Should this be taken to committee or closed session? **Kotenko** – Will be taken back to committee.

14. NEW BUSINESS:

- a. a. Water Tower Demolition at Sunrise – Motion by **Ashbaugh** to accept the bid from Iseler to demolish the water tower at Sunrise for \$25,500, supported by **Kohn**. Discussion: Two bids were received. We may have opportunity for a grant to help cover costs. Money will come from General Fund as the Sunrise account has been closed. It was not budgeted for this year. **Burr** – Would like to see Rankin pursue grant. **Kohn** – Grant has June 21 deadline. **Rankin** – We can meet that deadline. **Ashbaugh** – What

- would happen if we left standing? **Rankin** – There are flaking paint issues, lead issues. Iseler would cover any lead issues. ROLL CALL VOTE: YES - **Ashbaugh, Davis, Deja, Hadley, Kohn, Kotenko**. NO - **Burr**. MOTION PASSES 6-1.
- b. Sunrise Account – We have used the funds placed by Hitachi. Funds were restricted to maintenance and improvements of property. Sale of buildings have been placed in that account to this point, proceeds belong to the village. Account has been closed as of February and rolled into General Fund (about \$400,000 was moved). **Burr** – Why wasn't this reported to council earlier? It was requested for these accounts to be listed on Finance Report. Council should talk to auditors. All transferred funds should be reported to council. **Kohn** – If there is money in an account it should be included on Finance Report, not just "active" accounts. Fear council is being misled. **Burr** – Council should vote on all accounts being moved or changed. **Rankin** – Audit should be final next month.
 - c. Sunrise Property Sale – Motion by **Burr** to sell 1.11 acres of property to Ryan's Equipment for \$4,440, supported by **Kohn**. Discussion: Plot is adjacent to current property. Advised rate of sale is \$4,000 for back lots, \$8,000 for front lots. A PA 198 hearing will be needed to re-parcel property. ROLL CALL VOTE: YES - **Ashbaugh, Burr, Davis, Deja, Hadley, Kohn, Kotenko**. MOTION PASSES 7-0.
 - d. PA 198 – Motion by **Burr** to set a PUBLIC HEARING to establish a PA 198 on July 10, 2017 at 7:00 p.m., supported by **Ashbaugh**. MOTION PASSES 7-0.
 - e. GIS Water Mapping – Motion by **Ashbaugh** to enter into a contract with Fleis-Vanderbrink to map the water systems for \$17,700, supported by **Burr**. Discussion: This is part of the Asset Management plan. It will be done at the same time as the Sewer mapping. Will label valves, hydrants, types of water pipes. Need to log information into new system. **Kotenko** – This helps us move forward with DEQ compliance. **Ashbaugh** – Action should pay for itself with time, save time and money down the road. **Burr** – Which fund will pay? **Rankin** – Water fund will be used. ROLL CALL VOTE: YES - **Ashbaugh, Burr, Davis, Deja, Hadley, Kohn, Kotenko**. MOTION PASSES 7-0.
 - f. Tax Rolls – Motion by **Deja** to print and purchase tax rolls for \$475 through Home Township, supported by **Burr**. Discussion: **Kohn** – Have we tried to negotiate price? What are other villages charged? **Rankin** – This is a basic flat fee. We don't have the software to print in-house. **Burr** – We should table to investigate costs. **Rankin** – Cannot be tabled, must be printed and sent out July 1. ROLL CALL VOTE: YES - **Ashbaugh, Burr, Davis, Deja, Hadley, Kohn, Kotenko**. MOTION PASSES 7-0.
 - g. Board Application from Mr. Peterson – There is a current opening on Parks and Recreation Board, but expressed interest in Planning Board which will have openings in the next few months. Mr. Macklin also submitted an application on Monday. **Kotenko** – This is something the Executive Committee should handle. **Burr** – We should look at all applicants and have committee make recommendations. **Ashbaugh** – Can applicants serve on more than one board? **Kotenko** – We need to see how many openings we have.

15. PUBLIC COMMENTS:

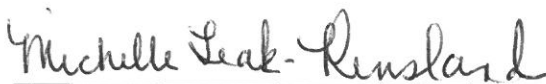
- a. Mrs. Simon – The FOIA situation is out of control. PR is lacking in Council and office staff. Thank you to DPW as cemetery looked wonderful for Memorial Day.

- b. Mr. Rasmussen – We should keep the Sunrise Fund separate to assist with any future opportunities at that site.
- c. Ms. Dodson – When are auditors coming to give report? Mr. Leak volunteered to set up an audio system for meetings, what is progress? Audience can't hear comments. Referred to Rules of Procedure and quorum issues addressed earlier.
- d. Mr. Simon – Cannot hear discussions of council. Comments on FOIA. Is seeing unfair treatment of certain elected officers by council and office staff.
- e. Mr. Colburn – Questioned Sunrise funding account procedures.
- f. Mr. Macklin – Mr. Kohn has requested more accounting information about Sunrise. Feared council has turned away businesses through practices.
- g. Mr. Leak – In reference to audio system, Curtis Foundation would need to approve installation and has given no response to offer. Council is not involved in process. Concerned about banking practices. Livestock issue is controlled in other communities, be sure to cover all the bases. Have had trouble with chickens in town in the past.
- h. Mr. Munger – Other people in town have had chickens, he was the one to ask for an ordinance
- i. Mr. Lee – He has been mowing village property. Village should take care of own land before notifying others of ordinance violations.

16. COUNCIL COMMENTS:

- a. **Burr** – Questions about property on Brown Street. Has been contacted about violations of pool policies and yard growth. Village needs to take care of property it owns.

17. MOTION TO ADJOURN: Motion by **Ashbaugh** to adjourn the meeting at 9:00 p.m., supported by **Deja**. Approved Unanimously.



Village Clerk



Village President

Approved for Publication

NEXT MEETING: Monday, July 10, 2017 at 7:00 p.m.