

**VILLAGE OF FARWELL
COMMITTEE OF THE WHOLE MEETING
MINUTES
Tuesday, August 20, 2013**

Meeting was called to order at 6:00 p.m.

Pledge of Allegiance

Roll Call: Barb Roe, Gina Hamilton, James Conlay, Vicky Gunden, Justin Colosky, Elton Marshall, and President Steven Grim.

I. Zoning Officer Report: Rod Williams was present and reported updates on Zoning Enforcement in the Village.

A. *Motion by C/Marshall, supported by C/Conlay, to approve the purchase of a Motorola portable radio for Code Enforcement Officer safety, split with Surrey Township and Hayes Township, for a total cost to the Village of \$793.75, including software and charger.

B. Discussion from Council to add new line items to separate Council Training and Mileage from Zoning Training and Mileage. Budgeted amounts split per line item to be reviewed at a later date.

II. DPW Committee Report:

A. *Motion by C/Conlay, supported by C/Colosky, to approve the purchase of master cylinder (\$531.50) and two hydraulic cylinders (\$250.00/each) for Blue Blade Truck for a total cost of \$1031.50.

B. Council approved submitting an application for credit from Alro Steel Corporation for DPW supplies.

C. The manpower needs of the DPW department and considerations of DEQ certification requirements per number of employees were discussed. Council to review DPW department at a future date.

III. President's Report:

A. Clare County Leadership Institute – Discussion on adding two more potential candidates for Leadership Institute.

B. City of Clare had a presentation on Code Red, a community emergency messaging system with costs based on population.

C. Clare County Sheriff Department had an informal meeting with President Grim and a representative from Garfield Township regarding potential collaborations; CCSD wants to see if there is interest with local government entities for police services.

IV. Office/Finance Report:

A. *Motion by C/Hamilton, supported by C/Gunden, to approve Weinlander Fitzhugh's cost to assist with the completion of the Accountability and Transparency Citizen's Guide requirement to qualify for EVIP Revenue Sharing for \$350.

B. The suggested schedule for the budgeting process from the Michigan Municipal League was discussed with Council. Council Committees are to prepare budget proposals to be submitted by December 1st for the coming fiscal year.

*Motion by C/Hamilton, supported by C/Conlay, to approve the following budget amendments:

FUND	ACCOUNT	Increase BUDGET	Amended BUDGET	DESCRIPTION
GENERAL	101-101-978.000	\$ 1300.00	\$ 1300.00	Printer/Computer
	101-215-776.000	\$ 262.00	\$ 462.00	Bldg Maint/Locks/Counter
	101-215-900.000	\$ 600.00	\$ 1,100.00	Newspaper Notices/Tax Printing
	101-215-978.000	\$ 59.00	\$ 3,559.00	Office Updates
	101-441-720.000	\$ 229.00	\$ 529.00	New WorkComp Allocation
	101-441-756.001	\$ 800.00	\$ 1,010.00	New DrugTesting Policy/Co.
	101-695-756.000	\$ 800.00	\$ 800.00	Rowe Grant App.
	EXPENSE INCREASE	\$ 4050.00		
	MAJOR	202-000-678.000	\$ 50.00	\$ 50.00
REVENUE INCREASE		\$ 50.00		
202-463-818.002		\$ 117.00	\$ 117.00	BSA Software allocation
202-463-943.000		\$ 1,000.00	\$ 5,000.00	Equipment Rental Increase
202-482-720.000		\$ 121.00	\$ 1,471.00	New WorkComp Allocation
202-485-706.000		\$ 323.00	\$ 700.00	Trunkline Reimbursed Expense(Wages)
202-485-715.000		\$ 20.00	\$ 49.00	From Project on Main Street (Soc Sec)
202-485-716.000		\$ 99.00	\$ 168.00	Blue Cross Insurance Expense
202-485-717.000		\$ 52.00	\$ 98.00	Pension Expense
202-485-943.000		\$ 600.00	\$ 1,000.00	Equipment Rental
EXPENSE INCREASE		\$ 2,332.00		
LOCAL	203-463-818.001	\$ 117.00	\$ 117.00	BSA Software allocation
	EXPENSE INCREASE	\$ 117.00		
SEWER	590-548-977.000	\$ 608.00	\$ 608.00	Equipment Purchases (Enmet Corp)
	590-548-968.000	\$ 65,048.00	\$ 65,048.00	Depreciation
	EXPENSE INCREASE	\$ 65,656.00		
WATER	591-556-818.001	\$ 862.00	\$ 2,062.00	Gosling/Czubak Engineering
	591-556-968.000	\$ 78,525.00	\$ 78,525.00	Depreciation
	EXPENSE INCREASE	\$ 79,387.00		

C. **Motion by C/Marshall, supported by C/Hamilton, to approve increasing the Clerk Training budget line item 101-215-756.001 an additional \$1200 to allow for two online courses towards clerk certification/year, as recommended by the IIMC through the University of Wisconsin-Green Bay, for Leadership in Public Service.*

V. Parks and Recreation Committee Report: Al Allard has presented Council a 44 page preview of the Parks and Recreation Master Plan. The next meeting is scheduled for September 5 at 4 p.m. in the Council Room.

VI. General – Topics of Interest and Concerns:

A. **Motion by C/Conlay, supported by C/Hamilton, to approve the \$100/per person program fee to sponsor Tracy Lee, Justin Colosky, and a third person, if there is space available, for the Clare County Leadership Institute beginning September 20 2013 for one Friday/month for 9 months.*

B. **Motion by C/Conlay, supported by C/Hamilton, to appoint President Steven Grim to attend the 2013 MERS Annual Meeting on October 1-3 as Officer Delegate, with cost of \$200 for registration.*

Meeting adjourned at 7:55 p.m.

Minutes taken by Janet Conlay, Village Clerk/Treasurer

**Motion offered by the Committee of the Whole to be approved at the next Regular Village Council Meeting.*