

Village of Farwell
Regular Meeting Minutes
October 5, 2015, 6:00 p.m.

Regular meeting of the Village of Farwell Council was called to order in the Village of Farwell Hall with President Gina Hamilton presiding.

Pledge of Allegiance

Roll Call: Joe Manley, Joseph Hilyard, James Conlay, Vicky Gunden, Elton Marshall and President Gina Hamilton.

Absent: Justin Colosky

I. Motion by C/Conlay, supported by C/Manley, to approve the Agenda, with addition of Vicky Gunden's response to letter of Concerns and Recommendations Regarding Vicky Gunden on the Finance Committee to Old Business.
6 Yeas: 0 Nays: 1 Absent: Motion carried.

II. A. Motion by C/Manley, supported by C/Conlay, to approve the Minutes of the September 1, 2015 Regular Council Meeting. 6 Yeas: 0 Nays: 1 Absent: Motion carried.
B. Motion by C/Hilyard, supported by C/Manley, to approve the Minutes of the September 22, 2015 Committee of the Whole Special Council Meeting.
6 Yeas: 0 Nays: 1 Absent: Motion carried.

III. Public Comment – Reserved Time (for items listed on the Agenda): None

IV. Motion by C/Conlay, supported by C/Hilyard, to approve the items of the Consent Agenda:

**Motion by C/Conlay, supported by C/Manley, to approve the following updated Council per diem Policy: Current per diem is set at \$10/meeting (up to two hours); per-diem update to compensate trainings/seminars at \$10/two-hour, not to exceed 8 hours/\$40 per day, for attendance at trainings pre-approved by Village Council.*

**Motion by C/Marshall, supported by C/Conlay, to approve the purchase of Advanced Digital Drum Chlorine Scale in the amount of \$2080.06 from the Water Fund.*

**Motion by C/Conlay, supported by C/Hilyard, to approve the addition of 11 more flower baskets for Main St. light pole, with a total expense of \$1550 for 27 flowering baskets, includes new basket hardware and flowers for the 2016 season.*

Roll Call: 5 Yeas: 1 Nay: 1 Absent: Motion carried, with Vicky Gunden dissenting.

V. DPW Report:

A. Motion by C/Manley, supported by C/Conlay, to approve the purchase of 12 new water meter MXU readers, to replace those being sent back for repairs and to lessen wait time for re-installation, at a cost of \$2100 (\$175 each) from the Water Fund.

Roll Call: 6 Yeas: 0 Nays: 1 Absent: Motion carried.

B. Motion by C/Marshall, supported by C/Hilyard, to approve annual service on pumps for \$600 at \$150/each. Roll Call: 6 Yeas: 0 Nays: 1 Absent: Motion carried.

- VI. Clare County Commissioner, Samantha Pitchford, was present with updates from Clare County.
- VII. Public Comment: Russ Hamilton, Surrey Township Supervisor, was present to let Council know the agreed upon project to chip Maple Grove Road has been completed and an invoice for the Village will be forthcoming.
- IIX. Unfinished Business:
Motion by C/Conlay, supported by C/Hilyard, to approve request by Clerk/Treasurer to go into closed meeting regarding Vicky Gunden's response to letter of Concerns and Recommendations Regarding Vicky Gunden on the Finance Committee.
6 Yeas: 0 Nays: 1 Absent: Motion carried.
Meeting Closed at 6:22
Motion by C/Conlay, supported by C/Manley, to open meeting at 6:47 p.m.
6 Yeas: 0 Nays: 1 Absent: Motion carried.
- IX. New Business:
A. Motion by C/Conlay, supported by C/Hilyard, to approve online banking for Farwell Arts, Crafts and Farmer's Market at Isabella Bank. Roll Call: 6 Yeas: 0 Nays: 1 Absent: Motion carried.
B. Motion by C/Manley, supported by C/Conlay, to approve the 2015-2016 Renewal Storage Space Lease Agreement for 124 W. Illinois Pole Building with Justin Colosky at \$150/month. Roll Call: 6 Yeas: 0 Nays: 1 Absent: Motion carried.
- X. Motion by C/Marshall, supported by C/Hilyard, to approve the payment of the bills for September 2015 in the amount of \$27,067.61.
Roll Call: 6 Yeas: 0 Nays: 1 Absent: Motion carried.

Meeting adjourned at 7:02 p.m.

Minutes taken by Janet Conlay, Village Clerk/Treasurer

VILLAGE OF FARWELL
 COMMITTEE OF THE WHOLE
 MINUTES
 TUESDAY, October 20, 2015

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

PLEDGE OF ALLEGIANCE

Roll Call: Joe Manley, Joseph Hilyard, James Conlay, Elton Marshall, and President Gina Hamilton.
 Absent: Justin Colosky and Vicky Gunden

I. Administrative Report

A. After a salary study of local area public works heavy equipment operators, water and sewer certified, the President and Clerk/Treasurer presented a comprehensive compensation schedule proposal based on years of service to the community, to be reviewed and adjusted annually for COLA, based on the compensation schedule for the City of Clare Public Works. The goal is employee retention in order to meet the needs of our community. The DPW Committee worked with office staff to detail an integrative approach to organizing the DPW with departments and coordination with the office to help distribute responsibility for efficiency and accountability. A DPW Coordinator position was created to be the contact person for the DPW to stay in contact with the DPW chair.

**Motion by C/Conlay, supported by C/Hilyard, to approve the following:*

COMPENSATION SCHEDULE			
On		DPW	Coordinator
<u>Anniversary</u>			
	Start - 90 days	\$ 14.65	\$ 12.81
plus add .50 per license	90 days - 1 year	\$ 14.89	\$ 13.31
1	1-2 years	\$ 17.84	\$ 13.93
2	2-3 years	\$ 18.55	\$ 14.38
3	3-4 years	\$ 19.27	\$ 15.03
4	4-5 years	\$ 20.02	\$ 15.69
5	5-6 years	\$ 20.18	\$ 15.85
6	6-7 Years	\$ 20.31	\$ 16.00
7	7 years & up	\$ 20.50	\$ 16.17

With compensation schedule to be reviewed and adjusted annually for COLA.

B. **Motion by C/Hilyard, supported by C/Conlay, to approve signing the Kenmark holiday decoration contract for three year renewal beginning 2016 in the amount of \$1593 per year for 15 Green Trees and 13 Red Poinsettia, in order to reserve our selections.*

C. Public Hearing for DDA Scheduled for December 7, 2015 at 6:00 p.m.

D. After review from the Village Attorney, the Council discussed the AT&T Renewal Agreement dated for 2018. **Motion by C/Conlay, supported by C/Marshall, to approve the 2015 AT&T Amendment to Lease/Agreement/License with rent modification of \$2500/month with future rent increase by 10% at the beginning of each extension term.*

- II. DPW Report
 - A. Pricing for fencing around retention pond is being researched as well as other updates for the well house.
 - B. **Motion by C/Manley, supported by C/Hilyard, to approve the purchase of six Firestone tires for the GMC Blade Truck (\$2922.00) and six Roadmaster tires for Blue Truck (\$1998.00), with labor on all (\$674) for a total of \$5664 at Bob's Tire in Clare.*
 - C. Concerns about the recent contracted work done for tree removal last month were addressed.

- III. Parks and Recreation Committee Report: updates on grants written by Tracy Lee that were awarded to the Village: USDA Farmers Market SNAP Support Grant (\$89,160) and a \$50,000 Farm Market Pole Barn Improvement grant. A meeting has been set with Gary Gareiss from Harrison, Michigan to start getting detailed project costs to submit to the USDA.

- IV. General- Topics of Interest and Concern:
 - A. MEDC MSF Resolution for Terex Revocation of Renaissance Zone Extension due to non-compliance to development agreement qualifications.
 - B. Owens Rental Unit Proposal Council/Office: After attending a few trainings where hot/cold water was accessible in a cooling unit, the office staff is requesting a similar unit for use in the Council room and by the office staff and Michigan State Police post, to eliminate purchase of bottled water, reduce recycling materials and wasted coffee by providing single serving solutions.
**Motion by C/Conlay, supported by C/Hilyard, to accept Owens Soft Water Hot/Cold Rental Unit for \$13.78 per month, \$6.50 per 5 gallon jug of purified water, \$7 deposit, delivery charge of \$3.50 (minimum order of 6).*
 - C. Council acknowledged that Justin Colosky's seat has been empty since August 3, 2015 Regular Council Meeting and asked Gina to check with him to ask what his intentions for his position as Trustee for the Village of Farwell would be.

Meeting adjourned at 6:39 p.m.

Minutes taken by Janet Conlay, Village of Farwell Clerk/Treasurer

*Motions to be added to the Consent Agenda at the next Regular Council Meeting.