

The meeting was called to order at 7:00 PM by Village President Dave Torgerson. The Pledge of Allegiance was recited by those in attendance.

**Members Present:** Cueny, Grey, Kiel, Shoemaker, & Torgerson  
**Members Absent:** Eberhart & Griffin

The Agenda for the meeting was accepted as presented without objection.

A motion was made by Kiel, seconded by Grey, to approve the Consent Agenda as presented. ROLL CALL VOTE: YEAS: Cueny, Grey, Kiel, Shoemaker, & Torgerson; NAYS: None. MOTION CARRIED 5-0-0.

**Reports:**

Village 2017-2018 Audit:

The Audit of the Village's 2016-17 Fiscal Year was given by Bill Hirschman from Roslund, Prestage & Company. The Village was given a clean audit which showed no deficiencies in internal controls was found.

Paul Cueny asked under expenditures the difference between general fund breakdown versus major/local street breakdown. Mr. Hirschman responded that is how his firm reports it.

Village President:

President Torgerson thanked the Village Manager and staff for their work on the audit.

Village Manager:

Manager Wolff stated he submitted the final invoice and payment copy for the Parkview project, which was needed for our EMD-19 funding. Manager Wolff will be in a Local Road Agency Task Force meeting on the 30<sup>th</sup> at the Road Commission. Manager Wolff stated the MML has some upcoming training for newly elected officials. Manager Wolff received an email from the State of Michigan stating that the Baseline Septic Criteria Document is ready for signatures.

LIPOA: None

**Public Hearing for Proposed Ordinance 2017-03; Lake Isabella Golf Estates #2 Chalet Overlay District:**

Torgerson opened the Public Hearing at 7:15 PM.

Public Comments:

- Gaylen Voss – Channel Dr: Mr. Voss thanked the Council, Planning Commission, and staff for all their work and effort in Baseline Septic Criteria endeavor.
- Carrie Eritano – Mt. Pleasant: Would like to second what Mr. Voss stated.

Torgerson closed the Public Hearing at 7:18 PM.

Torgerson would like to postpone action on this until the Village receives a signed agreement from the other stakeholders and deal with both of these items at the same time. There were no objections from the Council to this plan of action.

**Public Hearing for Proposed Ordinance 2017-06; Residential Rental Property Standards:**

Torgerson opened the Public Hearing at 7:21 PM.

Public Comments:

- Mike Scherba – Isabella Vista: Appreciates what has been done in the last several years in regards to the rentals. Mr. Scherba asked if a landlord requests and inspection would the landlord incur a cost? Manager Wolff responded there would be no cost incurred.

Torgerson closed the Public Hearing at 7:23 PM.

A motion was made by Kiel, seconded by Cueny, to adopt Ordinance 2017-06; Residential Rental Property Standards. ROLL CALL VOTE: YEAS: Cueny, Grey, Kiel, Shoemaker, & Torgerson; NAYS: None. MOTION CARRIED 5-0-0.

**Public Comments:**

- Gaylen Voss – Channel Dr: Mr. Voss asked will the timeline for the Baseline Septic Criteria be able to be met even with the Council's meeting schedule? The council responded that it in indeed would be able to be met.
- Jeremy Morgan – Channel Dr: Mr. Morgan asked for clarification as to what the Baseline Septic Criteria was.
- Mike Scherba- Isabella Vista: Mr. Scherba wanted to thank everyone involved for their effort in the south end lots. He really appreciates all that was accomplished.

## **Existing Business:**

### 1. Employee Handbook Draft Baseline Septic Criteria Meeting

A draft of the Handbook was given to the Council. This document has been sent to our insurance company for review and comments.

Paul Cueny offered the following suggestions regarding the employee handbook:

Page six: Please define a salary ranges for Village positions.

Page seven, and throughout document: Please remove the words collective bargaining due to the fact the Village is an "at will" employer unless our insurance company states we need it.

Page 27: Would like to see employees paid their actual rate versus the \$100.00 a day stipulation.

Page 28: In reference to funeral leave, he feels three days should be given for in laws. In reference to a person getting jury duty Mr. Cueny feels they should get jury duty pay and be paid by the Village.

Page 32: Mr. Cueny feels if you have comp time coming then it should be able to be used in conjunction with any other time off.

Council member Grey asked who approves Manager Wolff's time off. President Torgerson responded that he, the President, does.

The council will take action on the Employee Handbook at its' December 12<sup>th</sup>.

### 2. Truck Replacement Bids

A motion to rescind to previously approved purchase of a2018 F250 Supercab, was made by Cueny, seconded by Grey. VOICE VOTE: MOTION CARRIED (5-0-0)

## **New Business:**

### 1. Approval of Joint Memorandum of Understanding

The Village Manager presented a Memorandum of Understanding with the Michigan Economic Develop Corporation that is required for the Village's involvement in the Redevelopment Ready Communities program. There were no objections to Wolff executing the MOU.

### 2. P.A. 198 Abatement Policy – Review/Discussion

The Village's PA 198 Abatement Policy was reviewed in advance of the Master plan process for. After review and discussion, the Council directed Manager Wolff to draft a resolution to rescind the Village's policy.

3. Resolution 2017-15; Updated Investment

A Resolution to adopt recommended changes to the Village's Investment Policy from our legal counsel was presented to the Council.

A motion was made by Kiel, seconded by Grey to accept Resolution 2017-15; Updated Investment. ROLL CALL VOTE: YEAS: Cueny, Grey, Kiel, Shoemaker, & Torgerson; NAYS: None. MOTION CARRIED 5-0-0.

4. Resolution 2017-16; Fire Insurance Withholding

Wolff presented information on a program allowed in Michigan which grants local units of government the ability to escrow insurance funds to ensure properties are adequately restored or razed after a fire. He states that several local communities have adopted resolutions joining the program. This includes Shepherd, Farwell, St. Louis, Clare, and Ithaca.

Councilmember Cueny inquired if the Village can put a lower cap instead of the state cap. Manager Wolff stated no the Village must use the states cap. Councilmember Cueny feel that the states cap could cause a burden with residential residents.

Clerk Grey asked who enforces the insurance agencies to pay the Village. Manager Wolff stated that the State of Michigan enforces that portion of it.

Manager Wolff stated the Village can release the money at any time they choose in answer to several councilmembers concerns over this topic.

A motion was made by Kiel, seconded by Torgerson to accept Resolution 2017-16; Fire Insurance Withholding. ROLL CALL VOTE: YEAS: Cueny, Kiel, Shoemaker, & Torgerson; NAYS: Grey. MOTION CARRIED 4-1-0.

**Public Comments:** None

**Announcements:**

- The December Village Council Meeting date has been rescheduled from Tuesday, December 19th to Tuesday, December 12th.
- The Village Hall will be closed on November 23-24.

With no further business, the Council was adjourned at 7:57 PM.

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Jeff Grey, Village Clerk

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Dave Torgerson, Village President