

Minutes

Village of Alanson

7631 US 31 North, Alanson, MI 49706

Regular Council Meeting of May 13, 2019

Council Present: Trustee Marvin Blumke, Trustee Preston Grobaski, Trustee Doug Larson, Trustee David Stepanovich, President Greg Babcock

Council Absent: None

Staff Present: Brooke Milbrandt, Jennifer Murphy, Allen Bersonnet, Rob Burwell

Visitors Present: David Lloyd, Jason Losey, Bryan Drayton, Annie Kilgore, Larry Cassidy

Call to Order: Meeting called to order by Village President, Greg Babcock, at 6:01 pm.

Public Comment: David Lloyd was in attendance to express concern and inquire on the possibility of a culvert or drain fix for his driveway on Cheboygan Street. There was discussion over the history of drainage issues in this area and that no bids were received when it was proposed last spring. Babcock stated that it should be Village policy to fund an initial culvert when ditch work done by the village required such, with the property owner to pay for upkeep and maintenance thereafter.

Motion by Larson to install culvert starting on the East side of David Lloyd's driveway extending only as necessary as needed, and to install culvert. Motion seconded by Grobaski. All votes in favor. Motion approved.

Final interviews and hiring of DPW Worker: President Babcock reported that 4 applicants had been invited to interview for the open DPW position. The field had been narrowed to two applicants, both of whom were in attendance. Babcock asked if the council had any questions for the applicants or Personnel Committee. Blumke stated that many people do not realize that DPW includes much more than simply plowing snow and mowing grass. Babcock commented that both applicants were highly qualified, Stepanovich agreed. *Motion* by Larson to go into closed session at 6:21pm. Motion seconded by Blumke. All votes in favor. Motion approved 5/0. Council retreated to separate room. *Motion* by Larson to return to regular session at 6:33pm. Motion seconded by Stepanovich. All votes in favor. Motion approved 5/0. *Motion* by Larson to offer DPW position to Bryan Drayton with Personnel to prepare a formal offer. Motion seconded by Grobaski. Roll Call Vote: Stepanovich -Yes, Larson -Yes, Grobaski -Yes, Blumke -Yes, Babcock -Yes. Motion approved 5/0. Babcock pointed out that Losey was still in the running should the Drayton offer not be accepted.

Employee benefit package review: There was a presentation by Larry Cassidy of Primerica, to discuss options for offering a retirement package to Village Employees. Cassidy specifically discussed the options for a retirement Plan 457. It could be set up as entirely employee funded. Cassidy also suggested the Village consider matching, which could be a discretionary item that the board votes on annually. Discussion then changed to Health Insurance coverage. Babcock handed out a spreadsheet of

proposed cost options for employees and possibly dependents, noting that coverage for each employee was under the current cap of \$400. *Motion* by Larson to offer health insurance as quoted, with a 60/40 cost split for dependents only, with eligible employees to include administrative staff, at the covered rate. Motion seconded by Blumke. Roll call vote: Stepanovich -Yes, Grobaski -Yes, Blumke -Yes, Larson -Yes, Babcock -Yes. Motion approved 5/0. *Motion* by Larson to offer retirement benefits to employees, with the Personnel Committee to research and establish matching guidelines. Motion seconded by Blumke. Roll call vote: Stepanovich -Yes, Grobaski -Yes, Blumke -Yes, Larson -Yes, Babcock -Yes. Motion approved 5/0.

Village Treasurer to transfer funds into separate accounts at Mbank: Treasurer Murphy reported that she had contacted Citizens National Bank for the possibility of setting up new funds but found an alternative option with MBank. She recommends setting up an ICS Sweep account that will funnel excess funds to a separate account. Murphy also reported that she had looked into investment options, as previously requested, but prefers to keep funds liquid. *Motion* by Grobaski to allow Treasurer Murphy to set up ICS Sweep account with MBank. Motion seconded by Stepanovich. All votes in favor. Motion approved 5/0.

Contract with Williams Excavating for West Street culvert replacement: Babcock explained that the repairs on West Street required a permit from the State, which though being expedited, still had not been received. In order to get the repairs moving, he requested to sign a contract with William's Excavating as soon as the DEQ permit was received. *Motion* by Blumke to allow President Babcock to sign contract with Williams excavating for repairs on West Street. Motion seconded by Grobaski. Roll call vote: Stepanovich -Yes, Larson -Yes, Grobaski -Yes, Blumke -Yes, Babcock -Yes. Motion approved 5/0.

Request to hold Riverfest : President Babcock read a written request by Annie Kilgore, Chairperson of the Riverfest Committee, to hold the 13th Annual Riverfest and close River street to do so. *Motion* by Larson to grant request to hold the 13th Annual Riverfest August 8th – August 11th, 2019 and close River street from 6:00a.m. August 9th through 7:00 p.m. August 11th 2019. Motion seconded by Grobaski. Verbal Vote: Stepanovich -Yes, Larson -Yes, Grobaski -Yes, Blumke -Yes, Babcock -Yes. All votes in favor. Motion approved 5/0.

Committee Reports:

Trustee Grobaski reported that the Parks Committee was set to begin spring cleanup in Memorial Park on Saturday, weather permitting, volunteers welcome.

Trustee Blumke reported:

- The sewer board had signed a contract with A1 to perform a televised inspection of the entire sewer system, to check for stability issues as the system is now over 40 years old. The project is being funded by grant funds.
- Brian Johnson had been helping Rob accomplish tasks, including cleaning the park, clearing wood from powerlines.
- Nets need to be put up at the tennis courts.
- The playground has been losing plastic, needs to be addressed.

- Portion of River Street caved in, about the size of a 5 gallon pail on the surface, the size of a washtub under the surface. Filled with pea stone and patch. Another hole had to be fixed the next the next day. May happen again with additional rain.
- North Pine Street complaint of sewer smell. Sewer Authority inspected manholes, no issue there. Ditches are low, possible spring underneath, needs investigation given all the recent rain. This street also needs to be grated ASAP.

Trustee Larson reported that funds (\$8,000) were received from the Petoskey-Harbor Springs Community Foundation for the park by the sand bar, mostly to cover benches, a recycle bin, a new water fountain, and some swim buoys. Most items have already been purchased.

Trustee Stepanovich: nothing to report.

Clerk Milbrandt reported that she is looking into changing the Clerk's office hours to Fridays.

Blight Officer, Allen Bersonnet reported that he had found about fifty percent compliance on the notices that went out last year. Had went door to door before clean-up. Some areas may need enforcement, notably people living in motorhomes. He also asked whether there was anything in place that addressed debris in culverts.

Treasurer Murphy stated that since becoming Treasurer in 2015, she has worked with 3 Clerks, and a new council. She feels there is confusion on separation of duties, accountability, and procedures.

Monthly Bills: *Motion* by Larson to pay the monthly bills with the exception of Emmet County Road Commission, which needs to be investigated before payment. Motion seconded by Blumke. Roll call vote: Larson -Yes, Grobaski -Yes Stepanovich -Yes, Blumke -Yes, Babcock -Yes. Motion approved 5/0.

Public Comment: Annie Kilgore stated concern about Sanctuary Island raft not closing. Blumke to check and have locked.

Adjournment: Motion by Larson to adjourn meeting. Seconded by Stepanovich. All votes in favor. Meeting adjourned at 7:28 pm.