

**Minutes**  
Village of Alanson  
7631 US 31 North, Alanson, MI 49706  
Regular Council Meeting of December 14th, 2020- VIA ZOOM

**Call to Order:** Meeting called to order by Village President Greg Babcock at 6:00pm.

**Council Present:** Trustee Mark Fairbairn, Trustee Doug Larson, Trustee Josh Larson, Trustee David Stepanovich. President Greg Babcock.

**Council Absent:** N/A

**Staff Present:** Brooke Milbrandt, Craig Wilson, Jason Losey, Joe Lucier, Jennifer Murphy

**Approval of Agenda:** *Motion* by Trustee Dave Stepanovich to approve the agenda as written for the regular council meeting of December 14th, 2020. Seconded by Trustee Mark Fairbairn. All votes in favor. Motion carried. 5/0

**Approval of Minutes:** *Motion* by Trustee David Stepanovich to approve the minutes as written for the regular council meeting of October 12th, 2020. Seconded by Trustee Doug Larson. All votes in favor. Motion carried. 5/0

**Public Comment:** No Comments

**Visitor Comment:** N/A

**Approve purchase of snow tires for 2019 Ford Truck:** Jason Losey from the DPW obtained quotes (copy attached) to purchase new tires. Three quotes were obtained. Richards Tires \$713.67 and \$68 to switch out tires. Royal Tires \$840 and \$80 to switch tires. Bell Tire \$840.24 and \$80 to switch the tires.

*Motion* by Trustee Doug Larson to purchase tires through Richards Tire. Seconded by Trustee Josh Larson. Roll Call Vote: Trustee Mark Fairbairn - Yes, Trustee Doug Larson- Yes, Trustee Josh Larson- Yes, Trustee Dave Stepanovich- Yes, President Greg Babcock- Yes. All in Favor 5/0

**Blades for Kubota plow:** Jason Losey from the DPW obtained a verbal quote from Ginop Sales on a new plow blade in the amount of \$1,200. Jason also spoke to Brian's Service and received a verbal quote of \$1,020 for three new blades. President Greg Babcock recommended tabling the discussion until January until we obtained the quotes in writing. *Motion* by Trustee Doug Larson to table the discussion until January's meeting once quotes are more formally obtained. Seconded by Josh Larson. All in Favor 5/0.

**Sewer Board Representative:** President Greg Babcock reported a vacant seat on the Sewer Board. The Sewer board meets the 2<sup>nd</sup> Thursday of the month at 4 pm. Babcock has been sitting in on the meetings since Blumke's departure and said he could continue for now but a permanent representative would need to be appointed before summer.

*Motion* made by Trustee Doug Larson to appoint President Greg Babcock as the interim HSASDA Sewer board representative through Spring of 2021. Seconded by Trustee Dave Stepanovich. All votes in favor. 5/0.

**Street Commissioner Opening:** President Greg Babcock reported the Street Commissioner position is now vacant. The position has previously been a paid position of approximately

\$2,500 a year. There was discussion of the need to fill the opening as a paid position. Trustee Doug Larson suggested advertising the opening.

**Open Seat on library board (Treasurer)** President Greg Babcock reported a vacant seat (Treasurer) on the Library board. The board member must be a village resident and have a strong accounting background.

**Open seats on the zoning board:** President Greg Babcock reported two open zoning board seats. One seat has been vacant for some time. Additionally, with Zoning Board Member Mark Fairbairn's election to Village Council there are now two Council Trustees (Dave Stepanovich and Mark Fairbairn) sitting on Zoning, which is not allowed because Village Council serves as the Zoning Board of Appeals. Thus, only one Trustee is allowed to sit on Zoning. It was suggested that these vacancies be advertised.

**Committees:** President Greg Babcock suggested the council restructure the individual committees by doing the committees as a whole council (Committee of the whole), versus individually, similar to the county. Trustee Doug Larson suggested each committee still have one point of contact.

*Motion* made by Trustee Doug Larson to restructure the committees as suggested by President Greg Babcock. Seconded by Trustee Mark Fairbairn. All in favor 5/0.

**Covid Pay Policy:** President Greg Babcock inquired on what the Village's Covid Pay policy should be.

Clerk Milbrandt had inquired as to what the Council wants to do with Village employees if they are unable to come to work due to Covid-19 restrictions. Trustee Larson suggested offering to pay regular wages, should the employee be restricted from going to work due to Covid-19 according to the Health Department guidelines, and able to provide documentation showing the restriction.

*Motion* by Trustee Doug Larson to grant "Covid Pay" for Village employees who are restricted by the Health Department, or a Healthcare Provider, from going to work- employee must present documentation of the restriction. Trustee Dave Stepanovich seconded. All in Favor. 5/0

## **COMMITTEE REPORTS:**

**Larson:** Reported working with LAMA in getting the electronic locks installed on the main entrance. Lock system will be controlled through the Clerk's computer. Larson is waiting on final decision from the Township's December meeting.

**Stepanovich:** N/A

**Murphy:** Treasurer Jennifer Murphy reported having not yet heard from the Auditor in the last week. She would be calling to follow up on the audit's status.

**Milbrandt:** Clerk Milbrandt referenced an email sent to all council (copy attached) containing quotes for switching to Quickbooks Online, citing cloud-based storage, multi user/viewer access, better tech support, and the ability to work from anywhere as the reasons for such. Discussion on Quick books ensued. President Babcock stated the Village already owns two Quick Books desktop licenses, the second of which was for the Treasurer/DDA laptop, and that the one currently being shared by the Treasurer and Clerk could easily be separated.

Milbrandt stated that she personally did not have the ability to separate the books on shared license.

**Zoning:** Joe Lucier reported an application from a resident for a small addition on the back of their home. Had another resident come in for an application that has not yet been returned. He had received a call asking about the zoning policies in regards to metal siding.

**DPW:** Jason Losey reported the trucks have been repaired. Trustee Doug Larson mentioned that at season end he wants to look at the Holiday decorations to see what needs repair or replace.

**Monthly Bills:** *Motion* by Trustee Doug Larson to pay the current monthly bills. Seconded by Trustee Josh Larson. Roll call vote: Mark Fairbairn - yes, Doug Larson - yes, Josh Larson - yes, David Stepanovich - yes, Greg Babcock - yes. All in favor Motion carried 5/0.

**Public Comment:**

**Adjournment:** *Motion* by Trustee Dave Stepanovich to adjourn meeting. Seconded by Trustee Doug Larson. All votes in favor. Motion carried 5/0.

Meeting adjourned at 6:50 pm.