

**Minutes**  
Village of Alanson  
7631 US 31 North, Alanson, MI 49706  
Regular Council Meeting of November 8th, 2021.

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

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

**Council Absent:** Trustee Doug Larson, Trustee Dave Stepanovich

**Staff Present:** Jennifer Murphy, Glen Pemberton, Craig Wilson

**Approval of Agenda:** *Motion* by Trustee Josh Larson to accept the agenda as written for the regular council meeting of November 8th, 2021. Seconded by Trustee Mark Fairbairn. All votes in favor. Motion carried. 3/0

**Approval of Minutes:** *Motion* by Trustee Josh Larson to approve the minutes as written for the regular council meeting of October 11th, 2021. Seconded by Trustee Mark Fairbairn. All votes in favor. Motion carried. 3/0

**Public Comment:** Three members of the Library Board (B.R. Smith, Joan Niewiadomski and Sue Warner) attended the meeting to inquire if there were any updates on the library funding issue. President Greg Babcock stated that the Littlefield Township Board was going to pursue putting the millage on the next ballot. Joan Niewiadomski commented that she had spoken with Damien Henning from the Littlefield Township Board. She stated that Henning had mentioned supplementing the library with funding until the millage passes. Sue Warner commented that at the last joint meeting Henning mentioned giving \$20,000 to the library. Warner mentioned there was an implication at that meeting that the Village would donate \$10,000 or a portion of the \$20,000 to the library. Babcock responded that he was unaware of such a plan as he had not been at that meeting. Trustee Mark Fairbairn stated that he did not recall that having been decided on at the library joint meeting. Joan Niewiadomski asked how long it will take to get the millage on the ballot. Babcock responded that it was up to the Township but could potentially be on the ballot by next May 2022.

Brooke Milbrandt- Former Village of Alanson Clerk spoke to the Council in support of Deputy Craig Wilson receiving a benefit package. Milbrandt commented that she feels Municipal insurance is a very important thing to offer Village employees.

**Visitor Comment:** N/A

**1: Benefit Package Deputy Clerk:** - President Greg Babcock stated that it has been discussed at prior meetings about providing a benefit package to Deputy Clerk Craig Wilson.

*Motion* by President Greg Babcock to offer a benefit package to Deputy Clerk Craig Wilson as long as the position is fulfilling the hours required. Seconded by Trustee Josh Larson. Roll call vote: Trustee Mark

Fairbairn –Yes, Trustee Josh Larson – Yes, President Greg Babcock – Yes. All votes in favor. Motion carried 3/0.

**COMMITTEE REPORTS:**

**Trustee Mark Fairbairn-** Inquired if there is a way to put up digital speed limit signs on US-31 in the Village with the intention to slow traffic down. President Greg Babcock commented that we can look into it. Babcock asked Glen Pemberton to get pricing and to see if they're allowed on a State Highway.

**Trustee Josh Larson-**Reported that he saw an email come in from an Ashley Smith on an issue with the DPW employees. President Greg Babcock responded that he was aware of the issue and has since spoken to the employees involved.

**Glen Pemberton-Zoning Report:** Reported that he's had a few calls from people reaching out for zoning information.

**Ordinance Officer Report-** Pemberton reported that he plans on going to a few more houses this week to look at the properties. There are no new updates on the Cheboygan St. residence he's been in contact with.

**Street Commissioner** – Pemberton reported the DPW is working on getting ready for winter. They were able to get the salt spreader on the truck along with the winter tires. There was a repair in the sidewalk that was done this past week. The joint employee they were trying to interview has found another position. The Township is reposting the open position.

**Treasurer/ Clerk Jennifer Murphy-** See attached report.

**President Greg Babcock Sewer Board Report-** N/A

**Monthly Bills:** *Motion* by Trustee Mark Fairbairn to pay the current monthly bills. Seconded by Josh Larson.

Roll call vote: Trustee Mark Fairbairn –Yes, Trustee Josh Larson – Yes, President Greg Babcock – Yes. All votes in favor. Motion carried 3/0.

**Public Comment:** N/A

**Adjournment:** *Motion* by Trustee Josh Larson to adjourn the meeting. Seconded by Trustee Mark Fairbairn. All votes in favor. Motion carried 3/0.

Meeting adjourned at 6:15pm.

## **CLERK- TREASURER REPORT**

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### **COMPLETED - CVTRS COMPLIANCE REPORT**

What is CVTRS?

In accordance with the State Constitution of 1963, Article IX, Section 10, as amended, constitutional revenue sharing payments are based on 15% of the 4% portion of Michigan's 6% sales tax collections.

Distributions are made to all Michigan cities, villages, and townships on a population basis on the last business day of the even numbered months (October, December, February, April, June, and August).

### **COMPLETED -WORKMAN'S COMP AUDIT**

RECEIVED FIRST TRANCHE ARPA FUNDS (2ND TO BE RECEIVED IN 1 YEAR)

SET UP SCANNER FOR DEPOSITS

### **AUDIT PROGRESS**

Spoke to Richard Mahlmeister - recommended Auditor, he told me he cannot take on new clients and that he is receiving a lot of calls from former clients of Dennis, Gartland & Niergarth.

Left 2 messages with Kammerman and Bascom.

Emailed Dan Smith & Co. - meeting 11/12 at 10am to interview for audit.

### **NICOLET BANK**

Need to add Craig as a signer to accounts and add credit card. In process of adding Mark Fairbairn to accounts for signatures.

### **CPA**

Following discussion with former Clerk - Brooke Milbrandt and CPA - Krista McDougall, Krista has suggested that she come back for 2 days in November to help prepare Clerk books for audit. She will otherwise not be available again until May of 2022. She will assist with payroll, bringing information from old QB and reconciliations.