

The Village of
Alanson

Minutes

Village of Alanson

7631 US 31 North, Alanson, MI 49706

Regular Council Meeting of September 11th, 2023.

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

Pledge of Allegiance- Recited

Council Present: Trustee Mark Fairbairn, Trustee Doug Larson, Trustee Josh Larson, Trustee Scott Latva, President Greg Babcock.

Council Absent: N/A

Staff Present: Jason Losey, Jennifer Murphy, Craig Wilson

Approval of Agenda: *Motion* by Trustee Doug Larson to accept the agenda as written for Regular Council Meeting of September 11th, 2023. Seconded by Trustee Scott Latva. All votes in favor. 5/0 Motion carried.

Approval of Minutes: *Motion* by Trustee Doug Larson to approve the minutes as written for the Regular Council Meeting of August 14th, 2023. Seconded by Trustee Josh Larson. All votes in favor. 5/0 Motion carried.

Approval of Special Meeting Minutes: *Motion* by Trustee Doug Larson to approve the minutes as written for the Special Council Meeting of August 18th, 2023. Seconded by Trustee Scott Latva. All votes in favor. 5/0 Motion carried.

Public Comment: N/A

Visitor Presentation: N/A

New Business:

- A. **DPW Safety/Book Policies- Street Commissioner Jason Losey-** See attached list of policies: Motion by Trustee Doug Larson to accept the proposed policies as presented with policy #6 **Emergency Procedures and Building Evacuations** to be amended to include the language regarding AED equipment, originally presented with language redacted by Street Commissioner Jason Losey. Seconded by Trustee Mark Fairbairn. All votes in favor. 5/0. Motion carried.

- B. **FOIA Form Approval:** - Clerk/Treasurer Jennifer Murphy presented a copy of the FOIA Request Form for Council approval. Trustee Doug Larson asked Murphy if other municipalities charge a \$20 fee. Murphy responded that yes that fee is comparable.
Motion by Trustee Doug Larson to approve the FOIA Request Form as presented. Seconded by Trustee Scott Latva. All votes in favor. 5/0. Motion Carried.
- C. **Renewal 3 Year Contract Munetrix-** President Greg Babcock presented to Council the quote from Munetrix. Babcock explained Munetrix is a company that shows how healthy our accounts are and posts the Village's past and future budgets online. Babcock explained this is required by the State. Murphy mentioned that Munetrix also helps the Village stay in compliance with the State requirements and also generates required CVTRS reports.
Motion by Trustee Doug Larson to approve the 3-year Munetrix contract. Seconded by Trustee Josh Larson. Roll call Vote. Trustee Mark Fairbairn- Yes, Trustee Doug Larson- Yes, Trustee Josh Larson- Yes, Trustee Scott Latva- Yes, President Greg Babcock- Yes. All votes in favor. 5/0. Motion carried.
- D. **Locksmith Quotes Boathouse and Bridge House-** President Babcock presented two quotes from Access Locksmithing. One quote for a timed lock for the Boathouse and the other a combination lock for the Bridge House. Trustee Doug Larson commented that the two quotes are consistent with pricing paid by LAMA for other locksmithing. Discussion ensued. Trustee Doug Larson reported that he is working on a Par Plan grant to be used for these projects and will have submission done before the grant application due by Friday, 9/15/2023. He stated that he intended for the Village to contribute \$1,000 toward the costs. President Greg Babcock asked, is that a requirement of the grant? Trustee Doug Larson, stated "no," it is not a requirement but it will help secure the funds if we contribute.
- E. **Septic Line Installation Quotes-**Street Commissioner Losey obtained a second quote to run the sewer line up to the DPW building. This quote is about ½ the amount of M&M Excavating's previous quote. President Greg Babcock suggested they keep working on getting other quotes now that we're coming into the slower season. Losey said he's still trying to get Williams Excavating to quote the job.

Old Business:

A.

COMMITTEE REPORTS:

Trustee Mark Fairbairn- Reported that M&M Excavating has put the second coat down on his road (N Pine St). Fairbairn also mentioned a streetlight is out. Commissioner Losey said he would call on it.

Trustee Josh Larson- N/A

Trustee Doug Larson- Reported he is working on grant writing.

Trustee Scott Latva – N/A

President Greg Babcock-Reported having had no recent meetings. Babcock has an upcoming Crooked River Lock meeting and Sewer Authority meeting this week.

Clerk- Treasurer Jennifer Murphy- Report included. –

Deputy Clerk Craig Wilson- Wilson reported that at the July DDA meeting the board approved the purchase of 4 posts to hang banners. The DDA is requesting permission to place the posts in the area of the greenspace - old Chicago Street/M-68 intersection. President Babcock suggested holding off placing them until after the Streetscape is completed.

Motion by Trustee Doug Larson to approve the placement of the posts at the corner of M-68. Seconded by Trustee Mark Fairbairn. All votes in Favor. 5/0. Motion Carried.

Street Commissioner: Jason Losey. – Losey asked Council where they would like the bike repair station to be installed. Trustee Doug Larson suggested placing it in an area with asphalt along the bike path. Larson told Losey to use his best judgment.

Losey also asked Council if traffic must stop at the crosswalks if pedestrians are in them like they do in Charlevoix? President Babcock commented that traffic does not have to stop unless the crosswalks are posted. Babcock said he would need to reach out to MDOT asking if we could post signs.

Losey reported that Milton Road is now classified as a Major Street. With the change, the Village will receive more money from the State.

Losey asked Council if he can install the Kayak launch this fall himself. Trustee Doug Larson approved installation.

Trustee Doug Larson asked Losey who at the Fire Department closed off the streets near the school for the Car Show? Losey responded that he closed them off. Larson suggested Losey ask for permission from Council the next time he plans to close streets off.

Monthly Bills: *Motion* by Trustee Doug Larson to pay the current monthly bills. Seconded by Trustee Josh Larson. All votes in favor. 5/0. Motion carried.

Public Comment: N/A

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

Meeting adjourned at 6:28pm.

