

Village of Stevensville
Regular Council Meeting
Minutes
Wednesday, March 11, 2015
6:00pm

Meeting called to order by President Slavicek at 6:00P.M., followed by the Pledge of Allegiance.

Present: Trustees: Ken Hansen, Carl Steinberger, Donna Thompson, Larry Wozniak, Pat Arter, President Steve Slavicek

Absent: Trustee Brian Liggett

Also Present: Clerk: Tiffany Moore, Treasurer: Barbi Hammond, Manager: Bret Witkowski, Residents Douglas & Janet Connor, Carol Petros, representing DDA, John Olson from Merritt Engineering, and Louise Wrege from the Herald-Palladium.

Motion by Arter to approve the agenda, with the addition of Douglas & Janet Connor under New Business and Joint Infrastructure Committee under Committee Reports. 2nd by Wozniak. Motion carried.

Motion by Hansen to approve the Regular Council minutes of February 18, 2015, with changes. 2nd by Arter. Motion Carried.

Unfinished Business:

a. Demorrow Circle Resurfacing Project

John Olson from Merritt Engineering reported 3 bids being received. Niles Concrete came in the lowest of the three at \$58,635.00. The project will begin in May and will end in June.

Motion by Steinberger to accept the \$58,635.00 bid from Niles Concrete, to be paid out of the Local Street Fund. 2nd by Arter. President Slavicek asked for a Roll Call Vote:

Ken Hansen – Yes

Brian Liggett – Absent

Carl Steinberger – Yes

Donna Thompson – Yes

Larry Wozniak – Yes

Pat Arter – Yes

Steve Slavicek – Yes

Motion Carried.

New Business:

a. Motion by Arter to approve a request from Knights of Columbus to use the corner of St Joe Ave & John Beers Rd for their Tootsie Roll Fundraiser on Saturday, March 27 from 10am-4pm. 2nd by Wozniak. Motion Carried.

b. Douglas and Janet Connor from 2820 W John Beers Rd expressed their concerns about a neighboring house, on the corner of Berrien & W John Beers Rd, being up for sale as a residential building. The property is currently zoned restricted commercial.

Motion by Arter to allow Manager Witkowski to contact Attorney Hyrns to gather his opinion on whether the house can be sold as a Residential property. 2nd by Steinberger.
Motion Carried.

Reports:

Treasurer's Report

Treasurer Hammond read the February bank balances totaling \$670,462.71

Committee Reports:

Finance –

The committee was presented with a letter from Accountant Ross stating the DDA owes the General fund \$10,000 for the decorative street lights. This goes back to 2013. The Committee has tabled making a recommendation for this March meeting.

Treasurer Hammond will be attending a conference in Mt Pleasant April 19-24. The price for the conference, meals, mileage, and time will be split with the Village of Baroda.

Budget Adjustments:

Motion by Arter to increase the General Income from \$516,300 to \$534,000. 2nd by Steinberger.

President Slavicek asked for a Roll Call Vote:

Brian Liggett – Absent

Carl Steinberger – Yes

Donna Thompson – Yes

Larry Wozniak – Yes

Pat Arter – Yes

Ken Hansen – Yes

Steve Slavicek – Yes

Motion Carried.

Motion by Arter to increase the General Fund Treasurer Expense from \$7,510.00 to \$8,910.00. 2nd by Steinberger. President Slavicek asked for a Roll Call Vote:

Carl Steinberger – Yes

Donna Thompson – Yes

Larry Wozniak – Yes

Pat Arter – Yes

Ken Hansen – Yes

Brian Liggett – Absent

Steve Slavicek – Yes

Motion Carried.

Motion by Arter to increase the Major Street Fun Income from \$80,997.24 to \$94,156.00. 2nd by Steinberger. President Slavicek asked for a Roll Call Vote:

Donna Thompson – Yes

Larry Wozniak – Yes

Pat Arter – Yes

Ken Hansen – Yes

Brian Liggett – Absent

Carl Steinberger – Yes

Steve Slavicek – Yes

Motion Carried.

Motion by Arter to increase the Local Street Fund Income from \$21,000.00 to \$25,041.00. 2nd by Steinberger. President Slavicek asked for a Roll Call Vote:

Larry Wozniak – Yes

Pat Arter – Yes

Ken Hansen – Yes

Brian Liggett – Absent

Carl Steinberger – Yes

Donna Thompson – Yes

Steve Slavicek – Yes

Motion Carried.

Motion by Arter to increase the DDA Income from \$13,404.30 to \$14,176.00. 2nd by Steinberger. President Slavicek asked for a Roll Call Vote:

Pat Arter – Yes

Ken Hansen – Yes

Brian Liggett – Absent

Carl Steinberger – Yes

Donna Thompson – Yes

Larry Wozniak – Yes

Steve Slavicek – Yes

Motion Carried.

Motion by Arter to approve March bills totaling \$49,448.75 on all accounts. (Major - \$4,722.12, Local - \$6,150.79, DDA - \$607.24) 2nd by Hansen. Motion Carried.

Policy & Procedures –

Manager Witkowski reported that the position of zoning and ordinance officer has been discussed with two individuals. No action to report at this time.

The fraud prevention policy evaluation has been moved to the April committee meeting.

Planning –

There may be an opportunity to get traffic counts, this will be discussed with Abonmarche to determine if we need to get this done, the DPW Committee will handle this.

Site plan request was approved to build a pole barn on Red Arrow Hwy, south of Lakeshore Lanes.

DPW –

Quotes were received to repair a roof leak over the DPW office.

Motion by Hansen to hire Top Notch Tree Experts to remove trees, stumps, and haul away debris at 2905 John Beers, 2933 John Beers, 5643 Fairview, 5572 & 5570 W Karen Ct. for \$4,650, pending submission of liability insurance, right of way permit, and completion date. 2nd by Steinberger.

Motion Carried.

Motion by Hansen to purchase an Echo ST266 trimmer from Holywood Small Engine for \$275.00. 2nd by Arter. Motion Carried.

Motion by Hansen to purchase a MIG Welder from Praxair at a not to exceed price of \$2,300.00. 2nd by Steinberger. Motion Carried.

Motion by Thompson to all DPW employees to purchase reflective shirts and jackets, with the Village logo at a price not to exceed \$439.16. To be paid out of General Fund, line item Safety Gear. 2nd by Wozniak. Motion Carried.

Ordinance –

Committee looked over a list of ordinances and received copies of the ordinance book. Next meeting will be March 16.

DDA –

Looking at summer events and helping with Liberty Days Festival, following the June 13th Lions Club Car Show.

Motion by Arter to donate \$100.00 out of the General Fund Community Promotions to help pay for flyers that will be distributed to elementary students three times before the festival. 2nd by Thompson. Motion Carried.

Joint Infrastructure Committee –

President Slavicek, John Olson from Merritt Engineering, Lincoln Township Supervisor Dick Stauffer, and Lincoln Township Engineers met to discuss the repavement of Demorrow Circle. The Sewer lining project in the area is complete. Cameras of storm water lines owned by the Village will get done before repavement.

Public Comment:

None

Correspondence:

Building Officials got together on February 20th and proposed that each jurisdiction within Berrien County that provides inspection services participate in funding a library of “essential reference standards” which will reduce the estimated \$30,000.00 initial cost to a more manageable \$1,000.00+/- . The library will be housed at the Berrien County Administration Building.

Announcements:

March Dates:

Ordinance – Monday 16th – 5:00pm

Lakeshore Chamber – Village of Stevensville Hall – Tuesday 17th – 12:00pm

Sidewalk Committee – Thursday 19th – 6:00pm

Ashley Weber Corner Fundraiser – Berrien County Cancer Service – Friday 20th

April Dates:

Planning – Thursday 2nd – 6:00pm

Office Closed – Spring Holiday – Friday 3rd

Finance – Monday 6th – 5:00pm

Policy & Procedures – Monday 6th – 6:00pm

DPW – Monday 6th – 7:00pm

DDA – Tuesday 7th – 5:30pm

Council – Wednesday 8th – 6:00pm

Council Comments

Trustee Arter stated the special recognition plaque was delivered to Lincoln Township Firefighters

Motion to adjourn by Hansen. 2nd by Arter. Motion carried.

Meeting adjourned by President Slavicek at 7:31pm

Submitted by:

Tiffany Moore, Clerk