

Richland Village Council

8985 Gull Road

June 13, 2016

Regular Meeting

Approved as amended by council - JWH

Present: President Dave Greve, President Pro Tem Gail Koporetz, Treasurer Terry Edds, Clerk Jacqueline W. Holewa, Trustees Kim Lewis, Robert Prentice, Virginia Gross, John Smith

Others present: none

Absent: Kevin Foust

The meeting was called to order in the Richland Community Hall by President Greve at 7:00 pm.

Pledge of allegiance was led by President Greve

President Greve reviewed the rules for public participation at meetings.

Guests: Jeff Rood, Siegfried Crandall, and Rich Pierson, GLW&SA

Public Comments:

Stevie Brinkerhoff asked if an email list could be gathered similar to the township's email list to inform people of news/events in the village.

Jim Thompson commented that the streets need some maintenance work – drains need to be cleaned out, potholes patched. *Response: Greve said the work was on the schedule.*

Motion to amend the agenda to include: Old Business: RCH rental agreement, New Business: Flags Lewis/Gross - CARRIED

Minutes:

Motion to approve May 9, 2016 meeting minutes as amended. Lewis/Gross – CARRIED
Treasurer Edds wanted the minutes amended by striking item #9 on the Koporetz's manifesto that was included in the May 9, 2016 minutes. He said that it was not true. Two years ago he spoke to five members of the council (Prentice, Gross, Jonas, Gobble and Briggs) and they did not have knowledge of the Drug Forfeiture bank account that was opened by Chief Mattioli. Treasurer Edds said that that he was not saying that there were any improprieties with the withdrawals. His contention is the statement made in Koporetz's letter is not true and should be corrected. Edds gave the council members documents proving his point that the Drug Forfeiture bank account opened by Chief Mattioli was not authorized by council: an Advia Credit Union signature card to open an account signed only by Mattioli, a bank statement proving that Mattioli had withdrawal authority, an email from Jeff Rood (Siegfried Crandall auditor) stating that deposits with financial institutions not controlled by the Treasurer. Edds said that in the June, 2014 minutes the council had made a motion

for Chief Mattioli, President Prentice and Edds to close the account. The account was closed by Mattioli without Edds. He wondered if there was something to hide.

Koporetz said that her letter was in response to a list of issues that came up during the disincorporation proposal.

Jeff Rood, Siegfried Crandall auditor, said that he had discovered the account during the audit that year and that it was not in the Treasurer's control per MCL 64.9. Rood said that all money is to be turned into the Treasurer. The account was off the books. This could lead to understated assets, liabilities, and revenues.

Per Koporetz 7/11/16: *Insert: Edds explained that there was not any inappropriate transactions with the bank account.* Greve states that it was possibly improper but that it has been corrected.

Koporetz wanted to check Federal laws regarding who is authorized to open bank accounts.

Edds demanded that item #9 be struck from the minutes, stating that the council should be run ethically.

Greve said that for tonight's purpose ONLY - to strike the #9 item on Koporetz's letter from the minutes with the option that Koporetz could revisit the discussion at next month's meeting. Greve also pointed out the matter had been resolved by the auditor.

The minutes to be amended to Koporetz's letter attached to May, 9, 2016 minutes.

Other amendments to May 9, 2016 minutes:

Treasurer's Report:

Amended per Koporetz's notes: Terry explained that he was not able to provide a complete financial report because the auditing firm had moved some of the entries from one fiscal year to another. President Greve asked if this was the same issue as last year, and Terry said it was. It was a new law as of last year. Terry is bringing in a representative from SC to assist with reconciling the numbers. Terry advised the council to ask the auditing firm at the next meeting how this problem can be avoided in the coming years. Trustee Koporetz asked if she could be present at the meeting with the representative, and Terry said it was fine.

Old Business:

Amended per Koporetz's notes: Trustee Smith started a discussion about the lack of a formal complaint process for residents to use. Trustee Prentice stated that there is an ad hoc committee to review ordinances, and requested input from residents regarding ordinances that need to be updated. Trustee Lewis reminded the council that it is expensive to update ordinances due to the ~~cost~~ cost of publishing. The council discussed continuing the review, but the limiting updates until several are ready at once.

New Business:

Amended per Koporetz's notes: Michigan Township Services discussed the quote they had provided. The council discussed and decided to remit the two quotes to the Building Committee for a recommendation.

Treasurers Report: Treasurer Edds presented the financial reports. The cash fund balance is low and the Sale of the Village Office Fund ~~will need~~ to be transferred to the General Fund to cover expenses. Motion to authorize Treasurer Edds to transfer \$42,067.16 from the Sale of the Village Office Fund to the General Fund checking with the option to reimburse the Sale of the Village Office Fund when tax money is received. Prentice/Gross – CARRIED

Jeff Rood gave a report on the audit and answered questions from council members. Audit report is in good standing with financials fairly stated. Rood answered questions from the council about the audit. He stated that the Water Fund is not restricted and can be used for anything.

Edds said that there was \$603.18 in the donations received from donations for the Save the Community Hall and money can only be used for the community hall.

Accounts Payable:

Motion to pay accounts payable as submitted. Gross/Prentice - CARRIED

Motion to approve payments for June as submitted. Lewis/Koporetz - CARRIED

Old Business:

Associated Government Services (AGS) and Michigan Township Services – Southwest (MTS-SW) submitted bids at last month's meeting. Motion to sever all service with AGS effective August 19, 2016 (60 day notice). Approval of contract with MTS-SW as the village building permit-inspector. Prentice/Koporetz – CARRIED. ***Per Koporetz 7/11/16: Insert: Clerk to notify AGS and MTSSW as to the council's decision.***

RCH rental agreement changed to eliminate the open/close personnel and allow for keys to be issued to the applicant. Motion to approve the new RCH rental agreement and rates as written effective immediately. Koporetz/Gross – CARRIED

Joe Gesmundo inquired about the Special Land Use for the assisted living project that was tabled last month. He was told that the Special Land Use documentation from the Planning Commission was not received by the clerk and the council would not be discussing it tonight.

New Business:

The Administration Committee submitted a Resolution to relieve Village Attorney Robert Soltis of his services and retain Miller, Canfield, Paddock and Stone as the Village legal counsel. Gross/Prentice Roll Call: Gross-yes, Koporetz-yes, Lewis-yes, Prentice-yes, Smith-yes, Greve-yes. Foust - Absent CARRIED

Motion to approve EMC Insurance as village insurance provider. Gross/Lewis Roll Call: Gross-yes, Koporetz-no, Lewis-yes, Prentice-yes, Smith-yes, Greve-yes. Foust - Absent CARRIED

Lewis reported that a group was donating money to purchase new flags for the village. Lewis priced the flags and accessories for a total of \$4,248. She was hopeful that the group would fund half of the amount.

Greve to represent the village council by riding in a car at the Independence Day Parade.

Committee Reports:

Police: Incidents-87, citations-65, verbals-59

Fire Department: no report

Streets: chip seal on DE Avenue from Gull Road to N. 32nd Street. Wedge and chip seal on N. 32nd Street from DE Ave to the light. Maintenance on all other streets. Motion to approve the street repairs in the amount of \$20,000 for DE Avenue to be taken from the Local Street Fund and \$20,000 for N. 32nd Street to be taken from the Major Street Fund. Prentice/Lewis Roll Call: Gross-yes, Koporetz-yes, Lewis-yes, Prentice-yes, Smith-yes, Greve-yes. Foust-Absent CARRIED

The clerk is to respond to email from J. Young regarding crosswalk at D Avenue and Gull Road. It is not within the village’s jurisdiction to change anything on a MDOT road. Smith to contact MDOT to attend a meeting to speak to the council.

Trees & Parks: report submitted by Lewis

Buildings/Community Hall: no report

Zoning/Ordinance Smith submitted new rates for zoning applications

Re-zoning - \$960.00

Special Land Use (SLU) - \$960

Site Plan – \$450 .00 if submitted with SLU application on the same day

Site Plan (alone) \$750.00

ZBA - \$530.00

PUD and Condos - \$960.00

Motion to approve the new rates as submitted by Smith effective June 20, 2016. Lewis/Prentice CARRIED

P.P.P: no report

Public Service: A thank you note was sent to Wenke's for donation of flowers.

Ad Hoc: Committee reviewed the ordinances and found five needed attention.

- Article 4 – Purchasing assigned to Administration committee (Gross & Smith)
- Article 4-3 Budget assigned to Budget committee (Koporetz, Greve & Edds)
- Article 2 Chapter 8 Business License assigned to Prentice & Smith
- Chapter 10 Nuisances assigned to Lewis, Koporetz, & Mattioli
- Chapter 14 Land Division assigned to the Planning Commission

Administration: Request that clerk email council members when the clerk receives mail in the office addressed to the council member. Some mail can be time sensitive.

Budget: no report

Public Comments:

Rich Pierson, Gull Lake Sewer and Water Authority reported that the contract with the village has expired and he is working on a new contract. He would like to meet with a committee to discuss the contract. Greve to assign the committee.

Joe Gesmundo spoke to the council regarding the proposed assisted living project on N. 32nd Street he is opposed to the project and urged the council not to approve the SLU.

Rob Brinkerhoff stated that he supports Gesmundo's position.

Motion to adjourn at 9:55 pm Prentice/Lewis - CARRIED

Respectfully Submitted,
Jacqueline W. Holewa, Village of Richland Clerk