

Richland Village Council
8985 Gull Road
Regular Meeting
March 9, 2015

Present: President Paul Gobble, Treasurer Terry Edds and Trustees: Virginia Gross, Gail Koporetz, Kevin Foust, Kim Lewis, Dave Greve, Attorney Soltis, and Chief Mattioli.

Absent: Clerk Wanda Holewa, Trustee Bob Prentice

The meeting was called to order in the Richland Community Hall by President Paul Gobble at 7:00 p.m.

Pledge of allegiance was led by President Gobble.

Public Comments: Virginia Mejeur, Roger Mejeur, Susan Miller

Per comments about burning from the Mejeurs, President Gobble asked Attorney Soltis to clarify the burn ordinances. Attorney Soltis will clarify at the April regular Council meeting.

Minutes:

- 1. Motion to approve the January regular meeting minutes: Lewis/Gross. Changes requested.
Motion to approve minutes as corrected – Carried.**

- 2. Motion to approve the February regular meeting minutes: Gross/Foust. Changes requested.
Motion to approve minutes as corrected – Carried.**

Treasurers Report:

- 1. Treasurer Terry Edds presented the final monthly report from the 2014/2015 fiscal year.**

- 2. Motion to approve Bills Payable as presented by Treasurer Edds. Koporetz/Foust – Carried.**

Trustee Koporetz asked if the Council knew how much was still owed on the D Avenue project, compared with how much was left in the budget. President Gobble asked Trustee Greve to verify the amounts with the engineering firm.

Committee Reports:

Police – 74 incidents, 81 citations, 36 verbal warnings. Police are investigating a stolen vehicle within the village limits.

Fire Department – *None*. President Gobble requested Temporary Clerk Foust to check on reports from the Fire Department.

Streets – Street Commissioner Greve stated, as a follow-up to the complaints, that the DPW has been given a verbal and a written warning. S.C. Greve will investigate further and present recommendations at the April meeting for moving forward.

Buildings/Community Hall – Trustee Lewis is working on a written policy for renting the Community Hall.

Zoning/Ordinance – Per recommendations from Trustee Foust, President Gobble nominated the following:

1. **Rob Brinkerhoff's appointment to a three year term on the Zoning Board of Appeals ending 4/1/2018.**
2. **Barb Erickson's reappointment to a three year term on the Planning Commission ending 4/1/2018.**
3. **Paul Foust's reappointment to a three year term on the Planning Commission ending 4/1/2018.**

Motion to approve the nominations of President Gobble; Gross/Koporetz – Carried.

There is also one empty spot on the Planning Commission to complete what was Del Heckelman's term, ending 4/1/2017. Trustee Foust recommended interviewing candidates at the April meeting. Trustee Koporetz asked that the opening be posted on the Village website. President Gobble asked that anyone interested let it be known.

Trees/Park – Trustee Lewis reported that the committee will meet next week.

Publications – Trustee Lewis presented a draft Objectives/Responsibilities for the Publications Committee, with the change of "Deputy Clerk" to "Temporary Clerk".

Motion to approve the draft as amended: Gross/Greve – Carried.

Motion to have the Clerk post the Village Mailbox policy on the Village website: Lewis/Gross – Carried.

Old Business:

1. **Update on Crown Victoria sale:** Chief Mattioli informed the council that the vehicle was stripped of Police gear and is now ready for auction. The Council reiterated that Chief Mattioli has the authority to enter into an agreement with the auction house to sell the vehicle.
2. **Community Hall Audio Issues:** Trustee Koporetz has been investigating options to better enhance the sound in the hall. She is recommending further investigation into a loop system, and will contact the Township to see if they are willing to help fund this building enhancement. Attorney Soltis asked the audience if anyone required an American Sign Language interpreter, to which the audience replied no.

- 3. MML Training:** President Gobble stated that he would still like to get training set up for the Council, and asked that the Council members provide dates to him that they would be available for said training.

New Business:

- 1. Clerk Position:** The Village is in need of a long-term Temporary Clerk. The duties of the Temporary Clerk will be fewer than what the Clerk has been doing. Paul Foust is creating instructions for the next person in the position. Trustees Gross and Koporetz will review what is in the PPP book presently for the job and pare the duties down accordingly. Interviews for the position will be completed by the Administrative Committee, who will present a recommendation for Council Approval. **Motion to post the Temporary Clerk position appropriately per the PPP book. Foust/Gross – Carried.**
- 2. Outsourcing Payroll:** Trustee Gross investigated four services and narrowed it to two. President Gobble then sent the Village requirements to the two services, and both Trustee Gross and President Gobble recommend using Basic. **Motion to approve Basic as the future Village payroll service: Gross/Koporetz – Carried.** It will take approximately two more pay periods before Basic is ready to provide the service.
- 3. 5-Year Recreation Plan:** The plan, after lapses and rework, was submitted to the DNR in time to be considered for the 2015/2016 grant cycle. Although the Village is not actively seeking a grant at this time, it is good to have it in for future consideration. We are currently awaiting confirmation from the DNR that the submission is accepted.
- 4. Open Meetings Act:** Due to a complaint about the process that the Council used when appointing Trustee Greve to the open position, the Council reviewed the process as it had taken place with Attorney Soltis, who did not perceive any issues. Attorney Soltis is withholding final opinion until he has had the opportunity to review the formal complaint.

Comments & Reminders:

Treasurer Edds requested approval to attend training on April 29-May 1. The course is \$325 plus 2 nights at a hotel. President Gobble asked that he bring this back to the April meeting and verify with the Council that the money is in the budget.

Trustee Foust reminded the Council of the Planning Commission Meeting on March 19 at 7:00 p.m.

Motion for Adjournment at 8:08 p.m.: Foust/Lewis – Carried.

Respectfully Submitted,
Gail Koporetz
Acting Secretary