

Village of Ubly
November 2, 2017
“Approved Meeting Minutes”

The Village of Ubly Regular Meeting was called to order at 7:00 p.m. September 7, 2017 at the Bingham/Village Government Center.

Attendance: In attendance were – Acting Pro Tem – Lola Brown, Trustees; Larry Western, Jason Nicol, Victoria Rutkowski and Susan Schrader; Clerk, Barb Butch, Treasurer Kelly Pearce, Police Chief Dave Rothe and DPW Supervisor Carl Weber. President David Jaroch and Water Administrator Lori White were absent. Trustee Larry Gornowicz had an unexcused absence. There were 11 citizens in attendance.

The Pledge of Allegiance was recited.

Public Comment: Janel Morell updated Council on the progress of the River Park ball field. Weather permitting they may pour cement slabs for dugouts yet this year and work on the fencing.

Water Report: Lori White was absent and had informed Clerk Barb Butch. Susan Schrader expressed concern on the bad checks the village was receiving and felt there should be a fee if the Village receives one. Motion was made by Susan Schrader, seconded by Victoria Rutkowski to set up a \$30 non-sufficient check fee for all departments. All in favor, motion carried.

Clerks Report: October 5, 2017 minutes were presented to Council. Susan Schrader wanted the wording amended from “adjourned” to “closed” the meeting. Victoria Rutkowski made a motion to approve minutes with the amendment, seconded by Susan Schrader. All in favor, motion carried. October 9, 2017 minutes were presented to Council. Jason Nicol made a motion to approve minutes, seconded by Larry Western. All in favor, motion carried.

October bills were presented to Council. Jason Nicol made a motion to accept and pay the October bills as presented, seconded by Susan Schrader. All in favor, motion carried.

Clerk Barb Butch informed the Council on the MML property appraisal, she felt that various properties were appraised too high. After discussion Barb will be in touch with the Village Rep and have it looked into.

Auditing firm Berthiaume & Company sent a proposal on the Village audit for the next 3 years. Council would like to get bids from other firms to be presented at the next Council meeting. Barb informed Council that the computer currently running the electronic sign in the park is outdated and instead of purchasing a new one just rewire radio antennae to newer front desk computer at the Library. Cost to rewire will be approximately \$200. Motion made by Susan Schrader, seconded by Larry Western to agree to have radio antennae rewired at Library. All in favor, motion carried.

Presented to Council a letter on the Huron County GIS system that is being offered to all Villages in the Thumb. After discussion, no interest was shown and will be tabled at this time.

Informed Council that a new phone was needed for the DPW department due to the other being damaged. Replaced phone and had data package added to be able to send information by text if needed.

New Proposal from Northern Pump & Well concerning pump 6 replacement. Original proposal was submitted Dec. 2016, new proposal included larger motor for additional cost. Discussion followed, this bid was still under budget. A motion was made by Larry Western, seconded by Susan Schrader to accept the proposal with additional costs. All in favor, motion carried.

Submitted to Council to letters from residents:

Steve & Tami Wright opening a new business – Photo booth for special occasions.

Mark & Ann Dropiewski – Questioned letter about moving fence on their property. Would like to discuss it. After discussion, Council felt acting Zoning Administrator David Jaroch should contact the Dropiewski’s on this.

Barb was contacted by a few Village employees on what their job descriptions are. She did not find anything and suggested to Council that this should be worked on. After discussion, Victoria Rutkowski will work on putting together employee descriptions for all Village employees.

Treasurer’s Report: Kelly presented the Treasurer’s Report. Council accepted the Treasurer’s Report subject to audit.

Kelly also presented to Council taxes collected and breakdown of where the funds are deposited.

Trustee Reports:

Public Safety/Susan Schrader: Susan informed Council she rode around with Officer Rothe during Trick or Treat hours in the Village. One concern was the congestion on certain streets when cars park on both sides. Will be looking into this further and may have to post signs of parking on only one side of the street.

The Village will be having a "Lighting of the Tree" Ceremony in Veterans Park on Friday, Dec. 8th from 6 – 8 p.m. There will be giveaways, hot chocolate, donuts and much more.

Planning & Zoning/Jason Nicol: Next Planning Commission, Master Plan meeting will be Monday, Dec. 11th, 7 p.m. at the Senior Center. Will view the future land use map and preliminary proposal for the Rec Plan.

The Employee Handbook updates were discussed and Jason Nicol and Victoria Rutkowski will form a committee and work on finalizing the updates for the next Council meeting.

There was no Zoning Administrator activity in October.

Parks & Public Spaces/Lola Brown: Picking up prior discussion on the River Park ball field, discussion was held on approving fencing for the field in case weather allowed for it to be installed this fall. After looking up what had been spent of the Parks budget so far this year, a motion was made by Susan Schrader, seconded by Jason Nicol to allow up to \$6,000 towards the fencing project. All in favor, motion carried.

After discussion it was decided that the judging for the Village wide Christmas decorating contest will be on December 18th. All residents are encouraged to decorate their homes and businesses.

Public Works/Larry Western: Larry informed Council on various jobs the DPW has completed during the month. Informed Council that Carl would like to know if he has the authority to bring in part time help as needed. After discussion, with the Clerk informing Council that all help must have employee forms filled out and on file, a motion was made by Jason Nicol, seconded by Larry Western, authorizing Carl to hire part-time occasional help as needed. All in favor, motion carried.

MML Rep./Victoria Rutkowski: Turned it over to Dave Peruski. Dave talked about the new Huron County GIS system. County filed an indigent defense plan with the State. County Master Plan being worked on by Spicer Group. Ice Rink is open.

Finance & Budget/Larry Gornowicz: Absent.

Old Business/ New Business: Susan brought up moving minutes to The View, because all households receive it free. Discussed putting in very abbreviated minutes and informing the public that the full minutes are posted at the Village Hall, Sleeper Public Library and on the Village website: www.ublymi.com. A motion was made by Susan Schrader seconded by Larry Western to put a abbreviated form of minutes in both the Minden City Herald and The View for 6 months and then review the costs and public input at that time. All in favor, motion carried. Pro Tem Lola Brown brought up the open Council seat. After discussion it was determined that if a letter of resignation is not received then after 3 unexcused absences the seat can then be posted.

Public Comment: Jim Zulauf asked about the Zoning Administrator position and if it had been posted in the paper. The job description has been approved, and Council will be getting it in the paper soon.

There being no further discussion, Council adjourned the meeting at 8:21 p.m.

Respectfully submitted,

Barbara J. Butch, Clerk