

MUIR VILLAGE COUNCIL

President

Douglas Hyland

President Pro-Tem

Trustees

Jessica Anthony

Tom Ciganick

Jason Herbstreith

Derek Kacos

Dan Parker

Laura Stewart

Treasurer

Jim Newman

Clerk

Susan Craft

DPW Employees

Lyndon Randall

Chris White

February 14, 2017 REGULAR MEETING

- I. **CALL TO ORDER:** The Muir Village Council met Tuesday, February 14, 2017. Meeting called to order at 7:05 PM by President Doug Hyland.
- II. **PLEDGE OF ALLEGIANCE:** The meeting was opened with the pledge of allegiance to the flag.
- III. **ROLL CALL AND ESTABLISHMENT OF QUORUM:** Roll was called and a quorum reported.
PRESENT: President Doug Hyland, Trustees: Jessica Anthony, Jason Herbstreith, Laura Stewart.
ABSENT: Trustees: Dan Parker
VILLAGE PERSONNEL PRESENT: Clerk Susan Craft, Treasurer Jim Newman, DPW Superintendent Lyndon Randall, DPW
- IV. **APPROVAL OF AGENDA:** **BOARD ACTION:** Motion by Trustee Stewart, supported by Trustee Herbstreith, to approve the agenda.
MOTION CARRIED.
- V. **APPOINTMENT OF COUNCIL MEMBERS:** **BOARD ACTION:** Motion by Trustee Anthony, supported by Trustee Stewart to approve the appointment of Derek Kacos to fill the position vacated by Tanda Kramer.
Roll Call Vote:
Ayes: Anthony, Herbstreith, Stewart, Hyland
Nays: none
Absent: Parker
Motion Carried
Motion by Trustee Anthony, supported by Trustee Stewart to approve the appointment of Tom Ciganick to fill the position vacated by Duane Sherman.
Roll Call Vote:
Ayes: Herbstreith, Stewart, Anthony, Hyland
Nays: none
Absent: Parker
Motion Carried
Tom Ciganick was sworn in by Clerk Craft.
- VI. **APPROVAL OF MINUTES:** **BOARD ACTION:** Motion by Trustee Stewart, supported by Trustee Anthony, to approve the minutes of the January 10, 2017 regular meeting, as presented.
MOTION CARRIED.
- VII. **APPROVAL OF ACCOUNT PAYABLE/BILLS:** **BOARD ACTION:** Motion by Trustee Herbstreith, supported by Trustee Anthony to pay the bills as presented.
MOTION CARRIED.
- VIII. **TREASURER'S REPORT:** Treasurer, Jim Newman, presented the Treasurer's Report.
- IX. **RECOGNITION OF GUESTS IN ATTENDANCE:** JR Trumble, Gary Bennett, Lisa Stewart
- X. **PUBLIC COMMENTS :** None

XI. BUSINESS TO DISCUSS:

1. ITRight quote for Server, IT Support, and Remote Backup and Bredice Electric for wiring

BOARD ACTION: Motion by Trustee Stewart, supported by Trustee Herbstreith, to accept ITRight's quote for \$2,244 for a server, \$2,000 for IT support, and \$775 for setup and remote backup service and Bredice Electric's quote of \$475 for network lines and a patch panel, cost to be split between General, Sewer and Water Funds.

Roll Call Vote:

Ayes: Stewart, Anthony, Ciganick, Herbstreith, Hyland

Nays: none

Absent: Parker

Motion Carried

2. Utility Billing Procedures Resolution: Tabled to March 2017 meeting

3. NSF Policy: Board Action: Motion by Trustee Stewart, supported by Trustee Anthony to increase the NSF fee to \$50 effective immediately.

Motion Carried.

XI. TABLED ITEMS: none

XII. DPW REPORT: DPW Report presented by DPW Superintendent Randall

The truck, that was out for bid, had a brake issue and is being repaired. Bids will be received at the March 2017 meeting. DPW is still working with Dollar General. DPW recommended a new service line to the curbbox but the Dollar General contractor hooked to the old galvanized pipe leading from the curbbox, a distance of about thirty feet. DPW is working on a street repair estimate for the new budget.

XIII. CORRESPONDENCE: President's report

1. Unpaid Ordinance bills:

221 Plains was at the September 2016 council meeting and received a rollback of a \$500 ordinance fee if the bill was paid right away. Bill was not paid and Clerk was instructed to send a follow-up bill reinstating the \$500 fee if not paid by March 1, 2017.

2. Unpaid landlord utility bills:

Letters are to be sent to both the landlord and the tenant stating that if the past due bills are not paid by March 1, 2017 then the services will be shut off.

XIV. MEMBER COMMENTS:

Anthony: none

Ciganick: Ready to learn

Herbstreith: Thank you to staff for all of their work.

Parker: absent

Stewart: Has newsletter information which she will share with the clerk

Craft: none

Newman: Thank you for the support of ITRight

Randall: none

Hyland:

- Jim has the new resident newsletter is close to complete and would like any additional comments sent to him for the final draft. He has done a good job.
- Doug is now one of two representatives for Ionia County on the CIS Trail Board, composed of two members each from Clinton, Ionia, and Shiawassee Counties. He is already on the sign committee and will be attending classes at MSU regarding signage requirements for the trail and getting a formatted sign approved by everyone, and MDOT, especially mile marker designations for emergency responders. Once approved, signs can then be paid for from TAP Grants. The CIS annual meeting will be March 8, 2017 at 7 PM at Liquid Ag in St. Johns.
- Fowler hosted the all council meeting last year and Muir will be hosting the meeting this year with a tentative date of March 27, 2017 at 7 PM.
- The new council committee list was handed out.

XV. ADJOURNMENT:

BOARD ACTION: Motion by Trustee Anthony, supported by Trustee Herbstreith to adjourn at 7:57 PM

Motion Carried

Meeting adjourned 7:57PM

Respectfully submitted by:
Susan Craft
Muir Village Clerk