

**Village of Maybee
Board Meeting
12/11/2019**

President Gaylor opened the meeting at 7:30 pm with the Pledge of Allegiance.

Roll Call: President Gaylor, Council Shaw, Archer, Venman, M. Gramlich,

Absent: Council Liedel, L. Gramlich, Treasurer Grubb and Clerk Hartford

Approval of Agenda:

Motion: Archer, 2nd Shaw: to approve the agenda for tonight's meeting. Carried.

Reading of the Minutes: The minutes were reviewed.

Motion: Archer, 2nd Shaw: to approve the minutes of the November 6, 2019 meeting. Carried.

Budget Amendments: In the General Fund, Village Hall and Grounds, the Heat & Utilities needs to be increased by \$500 for a new budget of \$7,000. The Fire Department, Contracted Services needs an increase of \$1,000 to a new budget of \$36,000. The Building Inspector needs to be increased by \$300 for a new total of \$5,300. In Public Works, the Refuse Collection needs to be increased by \$100 to a new total of \$1,400. In the Local Street Fund, Routine Maintenance, Contracted Services needs a budget put in of \$50,000. In the Sewer Operating & Maintenance, the Bi-Monthly O & M account needs to be increased by \$7,800 for a new budget total of \$77,500.

Motion: Venman, 2nd Shaw: to approve the six budget amendments listed above. Carried.

Reading of the Bills: The bills were reviewed and a motion was made.

Motion: Archer, 2nd Shaw: to pay the bills as presented. Carried.

Treasurer's Report: Accepted as printed.

Public Comments

MX Solutions Nick Wilkens from MNX Solutions explained the plan for the Village and answered questions from the Council. The main plan includes backing up to the cloud, putting in a new server and protection from ransomware.

OLD BUSINESS

Christmas with Santa Special thanks to Monroe County Community Credit Union for providing treat bags and cookies for the children, to LMR Fire Department for driving Santa Clause around the Village, to J&K Mechanical for the Floral City Harmonizers for entertainment, and to Jeth Ott and The Little Brown Jug for providing the Hot Chocolate and marshmallows. Approximately 65 kids visited with Santa. The only cost to the Village this year was for Santa.

Parks and Recreation Report The committee will be holding a meeting soon.

Street Administrator Report None

Increase in Sewer Rate Based on the increase in budget from the Monroe County Drain Commissioner it will be necessary to increase the bi-monthly billing amount from \$38.50 to \$40.00. This is only a \$1.50 increase each billing or \$.75 each month. The last increase was eight years ago.

Motion: Archer, 2nd Venman: to increase the Bi-monthly Sewer billing from \$38.50 to \$40.00. Carried.

New Business

Approval of Village Budget The yearly Budget meeting was held at 7:00 pm tonight to review the budgets set for all the funds of the Village of Maybee for the year 2020. The Parks and Recreation Budget is on hold.

Motion: Venman, 2nd Archer: to approve the 2020 Budgets for all funds except the Parks and Recreation which is on hold. Carried.

New Pump For Storm Sewer Cleaning Recently the Village has been having trouble with storm sewers getting plugged up. The vac truck cost about \$1,000 for four hours each time it comes out. It was suggested that the Village purchase a sewage sump pump for the cleaning of sewers around the Village as needed. The Approximate cost is \$535 plus the needed hosing.

Motion: M. Gramlich, 2nd Shaw: to purchase a sewer sump pump to be used for the cleaning of drains in the Village. Carried.

Computer Maintenance Proposal The proposal was presented by MNX solutions earlier during public comments. It was suggested by a member of council that we check into purchasing the equipment ourselves to see if we could save money. We could then pay MNX to install the equipment and for the maintenance.

Motion: Venman 2nd Archer to approve the IT Proposal presented by MNX after President Gaylor researches prices for the equipment. Carried.

Audit Report of Village M.M.L. Treasurer Grubb and Clerk Hartford prepared all of the requested information for the Payroll Audit. The audit took place on November 15th. Everything went well.

Approval of Cooley, Hehl, Sabo & Calkins to Audit It is time for our audit by Cooley Hehl. Sabo & Calkins. They complete a full audit every two years. The cost is \$10,000.

Motion Archer 2nd Venman: to approve the audit to be completed by Cooley, Hehl, Sabo & Calkins. Carried.

Dollar Store Landscape Plan The landscape plan wasn't included in the original site plan. Dollar General still plans to start their build in early spring.

Motion Archer 2nd Shaw: to approve the landscape plan as presented. Carried.

Approval of Meeting Dates for 2020

Village Council Meetings Presented in Resolution 2019 – R009, the monthly Village Council meetings will continue to be held on the second Wednesday of each month.

Motion: Gaylor, 2nd Shaw: to approve Resolution 2019-R009. Carried. Roll Call: Yays = 5, Nays = 0

Approval of Planning Schedule - Presented in Resolution 2019 – R010, the Quarterly Village Planning Commission meetings will continue to be held on the third Wednesday of January, April, July and October.

Motion: Gaylor, 2nd Archer: to approve Resolution 2019-R010. Carried. Roll Call: Yays = 5, Nays = 0

Approval of Committees See the attached list for the 2020 Village Committees and it's members. With the loss of Dick Biccum we need one member for the Planning Commission. Len has spoken with Andrea Boertje and she has expressed interest in joining the committee.

Motion: Shaw 2nd M. Gramlich: to approve the committees and the list of members. Carried.

Appointment of Ordinance Administrator After much discussion it was decided to create a position for the Village. The position would pay \$25 per incident. An incident would require documentation, photographs and the issue being resolved before payment will be made.

Motion Shaw 2nd Venman: to pay \$25 per incident for each Ordinance issue. Carried.

Additional Public Comments Council Archer noted that with the coming increase in minimum wage Leonard Gaylor's hourly wage as village maintenance employee will be below the new minimum. It was proposed that his hourly rate be increased to \$15 to match the Street Administrator and the Clerk's wages.

Motion: Archer 2nd Shaw: to increase the Village maintenance employee hourly rate to \$15. Carried.

Next meeting:

January 8th, 2020 @ 7:30 pm for the Council Meeting

Motion: Venman, 2nd Archer: to adjourn the meeting at 8:42 pm. Carried.

Special thanks to Abigayl Venman for taking the December meeting notes during my absence.

Respectfully Submitted,
Julie Hartford, Clerk