

CALL TO ORDER

The regular meeting of the Michiana Village Council was called to order at 1:15 pm EST by Village President Beverly Bruesch.

ROLL CALL

Council members Present: President Beverly Bruesch, President Pro-Tem Sheila Stein, and Council member George Hermelink.

Council members Absent: Council member Hillary Herbst and Council member Russ Ramage.

Others Present: James Imes, Chief of Michiana Shores, Indiana Volunteer Fire Department; Chief of Police Lyn Papke, Public Works Superintendent Rick Reitz, Treasurer Amy Hemphill, Building Inspector Bill Owens, Clerk Cathy Ganus; and resident Carol Shepherd.

Motion by Stein, second by Hermelink, to excuse Hillary Herbst from the meeting. Voice vote showed unanimous approval, motion carried (3-0).

Motion by Stein, second by Hermelink, to excuse Russ Ramage from the meeting. Voice vote showed unanimous approval, motion carried (3-0).

APPROVAL OF MINUTES

Motion by Stein, second by Hermelink, to approve the minutes of the January 11, 2010 meeting as presented. Voice vote showed unanimous approval, motion carried (3-0).

REVIEW OF ACTION ITEMS

The action item listing was perused and updated.

CORRESPONDENCE

Russell Ewert – Reconsideration as Police Commissioner

This item was placed on the table.

TREASURER'S REPORT

Hemphill went over the treasurer's reports for January and February, 2010. As of February 28, 2010, \$14,218 is outstanding in regards to taxes owed to the Village. The Berrien County Tax Revolving Fund will make the Village whole on this amount after March 31, 2010 and payment should be received by May, 2010.

Hemphill suggested that the Finance Committee hold a budgeting workshop in April to get ready for the next fiscal year. In May, 2010, the Village will have to adopt the millage rates that are received from the County of Berrien. Hemphill noted that the March Board of Review for New Buffalo Township is coming up.

The treasurer's report was placed on file.

REPORTS

Building Inspector Report – Bill Owens

Owens advised that the Rowsell mailbox (constructed by Duneland Development) has been removed per Village request. Owens stated that to date there has been only two (2) building permits pulled within the Village.

Tree Inspector Report – Kris Wulff – No report given.

Ganus provided the Council with a listing of tree permits that have been submitted to date.

Fire Report – Michiana Shores Volunteer Fire Department – Chief James Imes

Fire Chief James Imes of the Michiana Shores, Indiana Volunteer Fire Department presented the fire report for January and February, 2010.

There were no requests for service during January, 2010; however, during February, 2010, the MSVFD responded to one (1) first responders call within the Village. Imes also advised the Council that the MSVFD currently has several openings for person(s) interested in serving the community as firefighters.

At this time the contract for fire protection between the Village of Michiana and the Michiana Shores, Indiana Volunteer Fire Department was discussed. There were several options the Council felt needed to be pursued regarding funding for this contract. Those options were: placing a question on the ballot asking voters if they would approve the additional expense of the fire protection contract as a special assessment, sending out a post card to Village residents taking a straw poll regarding their interest in the fire contract, and entering into a one-year contract with the MSVFD in order to give time to arrange funding. This item was placed on the table.

Finance Report – Richard Shepherd – No report given.

Water Authority Commission Report – Carol Shepherd

Reitz gave an update regarding the Sokolow and Laser water billing disputes. He also went over the water meter updates. Reitz went on to state that he has been approached by an engineering firm (who has been retained by the gasoline stations across US-12) regarding extending municipal water service to the areas of Redwing Trail to Whitefoot Trail and Twilight to Shady Oak to Brookside. Reitz believes that the insurance companies of the gasoline stations are going to bear the cost of the installation of water service for those areas affected due to an alleged contamination issue.

The subject of the water meter loan was broached. Reitz was advised to check with the Michigan Department of Environmental Quality regarding a bond issue for lowering the interest on the water meter loan.

Police Report – Chief Lyn Papke

Papke provided the Michiana Village police report for the month of January, 2010. During this time there were eleven (11) police assists to other departments, six (6) police assists from other departments, one (1) fire assist, one (1) sign ordinance citation issued, 394 security inspections were made, six (6) alarms were handled, and one (1) break-in occurred.

Papke provided the Michiana Village police report for the month of February, 2010. During this time there were two (2) police assists to other departments, three (3) police assists from other departments, one (1) ambulance assist, one (1) sign ordinance citation issued, 508 security inspections were made, and four (4) alarms were handled.

REPORTS (continued)

Police Vehicle Decal

A decal for the 2010 Ford Expedition was presented. General consensus showed that the vehicle should have a rear decal similar to the decal currently on the rear of the 2006 Chevrolet Trailblazer.

Motion by Stein, second by Hermelink, to approve the quotation for decals for the 2010 Ford Expedition police vehicle as presented with the inclusion of the rear decal with cost not to exceed \$350. Roll call vote showed unanimous approval, motion carried (3-0).

Motion by Stein, second by Hermelink, to approve the quotation from Tele-Rad, Inc. for the installation of lights for the 2010 Ford Expedition police vehicle with cost not to exceed \$580.36. Roll call vote showed unanimous approval, motion carried (3-0).

Public Works / Water Authority Report – Superintendent Rick Reitz

Reitz advised that he had been contacted by Mick Oldenburg of Oldenburg Construction regarding gaining access to the beach area via the Village's easement in order to deposit a couple of pallets of stone at the Robert Buford residence on Lake Shore Drive as they are in the process of a remodel. General consensus of the Council is to allow Oldenburg access via the Village's easement with Oldenburg making the repairs to any damage that is incurred.

Reitz went on to state that next year he would like to use 100% salt only for the roads. He has investigated what other communities use and this seems to be what is generally used. He will be obtaining pricing for an enclosure for the salt.

Reitz has contacted Christine Bauer of the MDNRE regarding filling in the Village's outfalls (MS4) to eliminate the Village's participation in the MS4 program. Bauer does not feel that filling in the outfalls are an option.

Reitz pointed out that the Village Hall gutters and fascia boards are in poor shape and in light of the denial of a grant for the Hall, he would like to obtain quotes so he can get this repaired.

Clerk's Report – Cathy Ganus

Ganus briefly went over the amended clerk's report.

Approval of Bills

Motion by Stein, second by Hermelink, to approve General Fund check # 27630 to and including check # 27721 including nine (9) electronic transactions totaling \$150,870.23. Roll call vote showed unanimous approval, motion carried (3-0).

Motion by Stein, second by Hermelink, to approve Water Authority Fund check # 27332 to and including check # 27354 totaling \$91,889.03. Roll call vote showed unanimous approval, motion carried (3-0).

Motion by Stein, second by Hermelink, to approve Local Streets Fund check # 604 totaling \$1,067.52. Roll call vote showed unanimous approval, motion carried (3-0).

Motion by Stein, second by Hermelink, to approve Major Streets Fund check # 1203 totaling \$858.12. Roll call vote showed unanimous approval, motion carried (3-0).

REPORTS (continued)

Accounts Payable Request

Motion by Stein, second by Hermelink, to approve General Fund accounts payable requests totaling \$4,803.54 as presented. Roll call vote showed unanimous approval, motion carried (3-0).

Water Billing / Tax Payments Scanner Purchase Request

Due to the high amount of water payments that are posted, a purchase request has been submitted for an Image Team 3800 handheld linear barcode scanner with gooseneck stand included from BS & A Software for a total cost of \$250.

Motion by Stein, second by Hermelink, to approve the purchase of an Image Team 3800 handheld linear barcode scanner with gooseneck stand included from BS & A Software with total cost not to exceed \$250 pending confirmation from BS & A Software regarding the ability of the handheld scanner to be used with tax bill payments. Roll call vote showed unanimous approval, motion carried (3-0).

Printing Systems Quotation – Water Billing Postcards

This item was placed on the table to allow investigation into a bulk mailing permit.

Motion by Stein, second by Hermelink, to accept all departmental and committee reports as presented. Voice vote showed unanimous approval, motion carried (3-0).

OLD BUSINESS

Cellular Communication

Ganus provided a quotation from A T & T as well as Nextel Communications for new cellular phones for the police department and public works department.

Motion by Stein, second by Hermelink, to approve the purchase of two (2) new Motorola i-576 cellular telephones with the cellular package remaining the same (National Shared Value 300) for a cost of \$69.99 and the signing of a new one-year contract. Roll call vote showed unanimous approval, motion carried (3-0).

Resolution # 2010-01 – Annual Driving Record Review Policy Amendment

In reviewing the aforementioned resolution, it was decided that an amendment should be made to the policy regarding the searching of personal vehicles.

Motion by Stein, second by Hermelink, to amend the Annual Driving Record Review Policy, item III, C, 2 as follows: "Every year the Village of Michiana shall review the driving record of each employee driver of the Village of Michiana." Voice vote showed unanimous approval, motion carried (3-0).

Status of Pokagon Grant

The Village has received correspondence from The Pokagon Fund that the original grant request for Village Hall beautification and generator purchase submitted November 4, 2009 has been approved in part. The Pokagon Fund has awarded the Village a grant up to \$23,986 to purchase the generator for the Village Hall.

OLD BUSINESS (continued)

Police Manual

This item was tabled.

NEW BUSINESS

Government Stimulus Funding

Ganus has contacted the US Department of Agriculture regarding American Recovery and Reinvestment Act (ARRA) funds and Direct Loan program pools. The top three priorities at this time are libraries, public safety, and health care. In order to determine the Village's eligibility for grants, the USDA looks at the median household income of the Village (\$75,900) as well as New Buffalo Township (\$46,900). At this time they feel that the Village's ability to receive a grant is unlikely; however, the Village would possibly qualify for a low interest loan (4%) with a term of 30 years (or as much as 40 years). If the loan were granted, a bond would be issued as the debt instrument.

Resolution # 2010-02 - Designation of Street Administrator

Motion by Stein, second by Hermelink, to adopt Resolution # 2010-02 - Designation of Street Administrator as presented. Roll call vote showed unanimous approval, motion carried (3-0).

Status of Council Seat

Discussion ensued as to the status of Russ Ramage as a council member of the Village of Michiana Council. Alternate members will be sought for appointment to this position as Ramage's schedule has changed, preventing his attendance to most meetings.

ANNOUNCEMENTS

None.

PUBLIC COMMENTS

None.

ADJOURNMENT

There being no further business before the Council, the meeting was adjourned at 3:15 pm EST.

Cathy A. Ganus
Michiana Village Clerk