

CALL TO ORDER

The regular meeting of the Michiana Village Council was called to order at 1:00 pm EST by Village President Beverly Bruesch.

ROLL CALL

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

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

Others Present: James Imes, Chief, Michiana Shores, Indiana Volunteer Fire Department; Public Works Superintendent Rick Reitz, Treasurer Amy Hemphill, Building Inspector Bill Owens, Clerk Cathy Ganus; residents Tim Iverson, Carol Shepherd, Richard Jaffee, and Jim Wulff; and one Michiana Shores, Indiana resident.

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

The minutes of the April 15, 2010 meeting were approved as presented.

ADDITIONS / DELETIONS TO AGENDA

A purchase request for two (2) boxes of 500 count window envelopes from Stamp Fulfillment was added to the agenda under Treasurer's Report.

Hermelink stated he would like to recognize Crismar Graphics and Bill Owens for their stellar work on the Forest McCance park sign.

REVIEW OF ACTION ITEMS

The action item listing was perused and updated.

CORRESPONDENCE

Resignation of Russ Ramage from Village of Michiana Council

Council member Russ Ramage has had adjustments to his work schedule and wishes to resign.

Motion by Stein, second by Hermelink, to accept the resignation of Russ Ramage with regret. Voice vote showed unanimous approval, motion carried (3-0).

Appointment of Tim Iverson to Council

Motion by Hermelink, second by Stein, to appoint Tim Iverson to the Michiana Village Council to replace Russ Ramage. Voice vote showed unanimous approval, motion carried (3-0).

TREASURER'S REPORT

Hemphill went over the treasurer's reports for April, 2010. She advised tax bills will be going out July 1, 2010. A new company will be printing the tax bills (SBF Enterprises). Hemphill presented a request to purchase two 500-count boxes of pre-printed stamped window envelopes from The USPS Store.

Motion by Hermelink, second by Stein, to approve the purchase of two 500-count boxes of pre-printed stamped window envelopes from The USPS Store with costs not to exceed \$550. Roll call vote showed unanimous approval, motion carried (4-0).

The treasurer's report was placed on file.

REPORTS

Building Inspector Report – Bill Owens

Owens reported twelve (12) pending (open) permits to date. Report provided and placed on file.

Tree Inspector Report – Kris Wulff – No report given.

Ganus reported that she had prepared a binder for Wulff regarding the additional permitting requirements according to the Michigan Department of Natural Resources and Environment (MDNRE). Ganus also drafted a letter to go with same to give Wulff guidance as to what types of permits are needed under certain circumstances.

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 April, 2010. The MSVFD had no calls within the Village during that time.

Imes reported that the MSVFD 2009 Fire Department Grand Application (#EMW-2009-FV-06984) through FEMA for assistance in the purchase of a replacement fire truck was denied as of April 16, 2010. He also stated the pancake fundraiser went well.

At this time the contract for fire protection between the Village of Michiana and the Michiana Shores, Indiana Volunteer Fire Department was discussed.

Motion by Stein, second by Iverson, to approve the one-year contract between the Village of Michiana and the Michiana Shores Volunteer Fire Department for fire protection with quarterly payments due in the amount of \$7,245. Roll call vote showed unanimous approval, motion carried (4-0).

Finance Report – Richard Shepherd

Bruesch advised that the Budget and Finance Committee has met and began working on the preliminary budget for fiscal year 2010-2011. The Village is in a better financial position that at this time last year. Bruesch went on to state that the Budget and Finance Committee will be meeting on Monday, May 17, 2010 to finalize the budget.

Water Authority Commission Report

Reitz advised he had no report at this time as Water Authority Commission has not had a meeting.

REPORTS (continued)

Police Report – Chief Lyn Papke

In the absence of Papke, Ganus provided the Michiana Village police report for the month of April, 2010. During this time there were two (2) traffic citations issued, one (1) parking citation issued, one (1) misdemeanor citation issued, seven (7) police assists to other departments, two (2) sign ordinance citations issued, 582 security inspections were made, and four (4) alarms were handled.

Ganus advised that Papke had one (1) hiring request – that Tim Buse be hired as a part-time officer. Buse previously worked with the Village; however, upon being hired by LaPorte County, Indiana, Sheriff's Department, he had to resign all part-time employment during his probationary period.

This item was tabled pending contact with Papke.

Public Works / Water Authority Report – Superintendent Rick Reitz

Reitz advised that the Jules Laser water meter has been removed and is being tested by a certified lab to ascertain where the meter is regarding usage.

Reitz went on to state that he has received a citizen request to close the beach stop at Stop 41 ½ due to lack of resident use. After much discussion, general consensus of the Council was to allow the beach stop to remain open to the public.

Reitz reported that Clay Howard has provided a quotation in the amount of \$100 per truck load to haul away the new leaves contained in the new leaf (compost) pile. This item was placed on the table to allow Reitz to contact Howard for a 'not to exceed' amounts (pricing).

Reitz is in the process of obtaining bids for blacktop re-paving on East Court from Avalon Trail to Chickagami as well as the intersections of Choctaw Trail and Grand Beach Road.

Reitz requested approval for the purchase of a new weed eater for trimming the park with costs not to exceed \$130.

Motion by Iverson, second by Stein, to approve the expense of not to exceed \$130 for the purchase of a weed trimmer. Roll call vote showed unanimous approval, motion carried (4-0).

Discussion ensued regarding allowing residents to 'Adopt a Beach Stop' by keeping the area clean and up-kept. General consensus was to put the word out to see if residents agree.

The bus stop stairs and structures were a topic of discussion. Comments were made that the roof areas need to be repaired/replaced. Reitz was advised to obtain bids for same. Iverson suggested forming a committee to spearhead the repairs to the bus stops.

Clerk's Report – Cathy Ganus

Approval of Bills

Motion by Stein, second by Iverson, to approve General Fund payroll check # 27799 to and including check # 27808, check # 27815 to and including check # 27821, and check # 27824 to and including check # 27833, including five (5) electronic transfers totaling \$30,724.44. Roll call vote showed unanimous approval, motion carried (4-0).

REPORTS (continued)

Clerk's Report – Cathy Ganus (continued)

Approval of Bills (continued)

Motion by Stein, second by Hermelink, to approve General Fund check # 27781 to and including check # 27798, check # 27809 to and including check # 27814, check # 27822 to and including check # 27823, check # 27834 to and including check # 27845, including one (1) electronic transaction totaling \$20,356.04. Roll call vote showed unanimous approval, motion carried (4-0).

Motion by Stein, second by Hermelink, to approve Major Street Fund check # 1205 to and including check # 1208 totaling \$1,788.46. Roll call vote showed unanimous approval, motion carried (4-0).

Motion by Stein, second by Hermelink, to approve Local Street Fund check # 606 to and including check # 609 totaling \$1,749.47. Roll call vote showed unanimous approval, motion carried (4-0).

Motion by Stein, second by Iverson, to approve Water Authority Fund check # 27368 to and including check # 27386 totaling \$24,851.57. Roll call vote showed unanimous approval, motion carried (4-0).

Motion by Stein, second by Iverson, to accept all reports as presented. Voice vote showed unanimous approval, motion carried (4-0).

OLD BUSINESS

Rehmann Robson Billing – Audit FYE 06.30.2008

Ganus provided Council members with a timeline regarding invoices and payments made to Rehmann Robson regarding audit for fiscal year ending June 30, 2008. Ganus believes the Village was overcharged in the amount of \$1,200; however, Rehmann Robson has invoiced the Village for \$6,800. Iverson has volunteered to peruse the timeline and provide guidance on how to proceed.

Ordinance 15 – Second Reading

The Michiana Water Authority is proposing that the Michiana Village Council amend Ordinance # 15 to bring all water-related ordinances in line with regard to timing for billing. This shall serve as the second reading for the amendment.

Motion by Stein, second by Hermelink, to approve Ordinance 15-41 as presented. Roll call vote showed unanimous approval, motion carried (4-0).

NEW BUSINESS

Community Room Use Request – May 30, 2010 (Sunday)

Motion by Stein, second by Hermelink, to approve the lease of the Village Community Room by Village resident Barbara Macudzinski for a graduation party on May 30, 2010. Voice vote showed unanimous approval, motion carried (4-0).

Road Sign Retroreflectivity Requirements & Plan

Federal Highway Administration regulations have mandates that all traffic signs and street names be designed for retroreflectivity by January, 2018. Retroreflective signs are made of a faceted translucent material that allows for better nighttime visibility. Every municipality must have a plan in place by January, 2012 for replacing signs to keep them up to these standards.

NEW BUSINESS (continued)

2010 Millage Rate

Hemphill went over the 2010 millage rates. At this time the Village is not requesting an increase or decrease in the mills levied. Iverson stated he feels the budget should be approved before the millage rate is set so there is a better understanding of the Village's financial needs.

A special meeting has been set for May 24, 2010 at 1:00 pm to discuss the millage rate.

Audit Contract FYE 06.30.2010

Motion by Iverson, second by Stein, to approve the auditing of Village finances for fiscal year 2009-2010. Voice voted showed unanimous approval, motion carried (4-0).

Motion by Iverson, second by Stein, to accept the bid from the State of Michigan, Local Audit and Finance Department, for the audit of Village of Michiana financial records for fiscal year ending June 30, 2010 as presented. Roll call vote showed unanimous approval, motion carried (4-0).

New Grant Requests – The Pokagon Fund

Discussion ensued regarding the next grant request submission to The Pokagon Fund. This item was placed on the table to allow Iverson to contact The Pokagon Fund Director Mary Dunbar for further information regarding grant requests. It was also suggested that street sign retroreflectivity may be a grant request to submit to The Pokagon Fund.

ANNOUNCEMENTS

None.

PUBLIC COMMENTS

Michiana resident Richard Jaffee questioned the MSVFD one-year contract. He provided testimony regarding his contact with the MSVFD and requested that the contract be renewed.

ADJOURNMENT

There being no further business before the Council, the meeting was adjourned at 2:43 pm ET.

Cathy A. Ganus
Michiana Village Clerk