

CALL TO ORDER

The special meeting of the Michiana Village Council was called to order at 1:07 pm ET by Village President Beverly Bruesch.

ROLL CALL

Council members Present: President Beverly Bruesch, Council member Tim Iverson, Council member Hillary Herbst, and Council member George Hermelink.

Council members Absent: President Pro-Tem Sheila Stein.

Others Present: None.

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

CORRESPONDENCE

Resignation of Amy Hemphill

Amy Hemphill has accepted a position with the Village of Three Oaks and has submitted her resignation with the Village of Michiana; however, she would continue to work with the Village when time allows until a replacement is found.

Motion by Herbst, second by Iverson, to accept the resignation of Amy Hemphill with regret. Voice vote showed unanimous approval, motion carried (4-0).

BUSINESS BEFORE THE COUNCIL

Rehmann Robson Billing – Audit FYE 06.30.2008

Iverson has reviewed and agrees with Ganus' timeline and accounting recap of liabilities regarding the contract with Rehmann Robson for auditing services for fiscal year ending June 30, 2008.

Motion by Iverson, second by Hermelink, to contact Rehmann Robson and advise that the Village is not going to pay the current outstanding amount of \$6,800 and request a refund from same in the amount of \$1,200 for overpayment according to the contract for auditing services. Voice vote showed unanimous approval, motion carried (4-0).

Proposed 2010-2011 Budget

Hemphill provided a brief overview of the revenues and expenditures for each fund for the upcoming fiscal year.

Iverson stated he is not in favor of 2% COLA (cost of living allowance) raises for all employees and suggested that employees be given merit raises – raises should be based on performance. At this time Iverson volunteered to help coach supervisor's on how to conduct employee reviews. Bruesch advised she was not in favor of COLA. The last raises were given in July, 2008.

Motion by Iverson, second by Hermelink, that the Village of Michiana reward employee performance through a merit increase when deserving when employees meet and exceed job performance. Voice vote showed unanimous approval, motion carried (4-0).

BUSINESS BEFORE THE COUNCIL (continued)

Proposed 2010-2011 Budget (continued)

It was suggested that performance evaluations be completed in January-February, budget work begins March-April, and budget is approved in April.

Employee Compensation

After much discussion, the following salary adjustments were suggested:

Treasurer - \$16 / \$18 pay range per Human Resources Manual
Clerk - increase hours from 35 to 40/wk with no monetary increase
DPW Superintendent - No increase due to salary cap
Public Works Employee # 1 - No increase
Public Works Employee # 2 - Increase from \$13.77/hr to \$15/hr.

Motion by Herbst, second by Iverson, to adjust Robert Anderson's wage from \$13.77 per hour to \$15.00 per hour effective July 1, 2010 based upon performance review. Roll call vote showed unanimous approval, motion carried (4-0).

Police Chief - No increase due to salary cap
Police Officer # 1 - No increase due to salary cap
Police Officer # 2 - Increase by \$1/hour
Part-time Police Officer - No increase

Motion by Herbst, second by Hermelink, to amend the Human Resources Manual to adjust the salary cap for the Public Works Superintendent to reflect the actual salary for fiscal year 2009-2010 and to be reflected as the new salary cap going forward. Roll call vote showed unanimous approval, motion carried (4-0).

Motion by Iverson, second by Herbst, to amend the Human Resources Manual to adjust the salary cap for the Chief of Police to reflect the actual salary for fiscal year 2009-2010 and to be reflected as the new salary cap going forward. Roll call vote showed unanimous approval, motion carried (4-0).

Motion by Iverson, second by Herbst, to adjust Ryan Layman's wage from \$17.00 per hour to \$18.00 per hour effective July 1, 2010 based upon performance review. Roll call vote showed unanimous approval, motion carried (4-0).

2010 Millage Rate

Hemphill advised that the proposed millage is 7.5631 for Village general operations and 0.9963 special voted millage, which is the maximum amount allowed. These rates are less than last years' rates (Headlee Rollback). The taxable went up due to a number of parcels that were not previously on the tax rolls. This would generate \$604,153.07 in revenue for the Village.

Motion by Iverson, second by Hermelink, to tax at the maximum millage allowable with the purpose of bringing the Village's funding reserve levels to the recommended six (6) months' reserve. Roll call vote showed unanimous approval, motion carried (4-0).

Sale of Old Village Property

Amy Hemphill has submitted a written bid for a retired piece of Village equipment (landscape rake) in the amount of \$30.

BUSINESS BEFORE THE COUNCIL (continued)

Sale of Old Village Property (continued)

Motion by Iverson, second by Hermelink, to accept the written bid in the amount of \$30 for the used landscape rake from Amy Hemphill pending receipt of a hold harmless agreement from Hemphill. Roll call vote showed unanimous approval, motion carried (4-0).

ANNOUNCEMENTS

None.

PUBLIC COMMENTS

None.

ADJOURNMENT

There being no further business before the Council, the meeting was adjourned at 2:05 pm ET.

Cathy A. Ganus
Michiana Village Clerk