

Municipal Offices:
(810) 798-8528
(810) 798-3397 FAX
www.almontvillage.org

Village Manager:
Sarah Moyer-Cale

Village Clerk/Treasurer:
Kimberly J. Keesler

Village of Almont

*817 North Main Street
Almont, Michigan 48003*

Village Council:
Steve Schneider, President
Tim Dyke, Pres. Pro-Tem.
Richard Lauer
Dave Love
Gary Peltier
Melinda Steffler
Richard Tobias

ALMONT VILLAGE COUNCIL REGULAR MEETING APRIL 7, 2015

CALL TO ORDER

President Schneider called the Regular Meeting to order at 7:31 p.m.

PLEDGE OF ALLEGIANCE

President Schneider led the Pledge of Allegiance.

ROLL CALL

Councilmembers Present: Dyke, Lauer, Love, Peltier, Steffler, Tobias, Schneider

Councilmembers Absent: None

Staff Present:

Interim Village Manager
Deputy Clerk/Treasurer
Police Chief

Sarah Moyer-Cale
Kimberly Schall
Pat Nael

Guests Present:

Ms. Tara Antonelli
'Chicky' Bryant
Mr. Doug Skyllis

Tri-County Bank
Owner, Chicky's Paradise Saloon
ROWE Professional Services

COMMUNICATIONS

None

APPROVAL OF AGENDA

Councilmember Dyke moved, Councilmember Peltier seconded, **PASSED UNANIMOUSLY**, to approve the agenda with moving Item #8 Interim Manager Performance Review to Item #1.

APPROVAL OF CONSENT AGENDA ITEMS

Councilmember Dyke moved, Councilmember Peltier seconded, **PASSED UNANIMOUSLY**, to approve the following consent agenda items:

1. Public Hearing Minutes, March 17, 2015, County Commission and Township Board comment regarding the tax increment financing plan including the development plan for the Downtown Development Authority.
2. Public Hearing Minutes, March 17, 2015, public comment regarding the tax increment financing plan including the development plan for the Downtown Development Authority.
3. Public Hearing Minutes, March 17, 2015, public comment regarding the application of Grabill, Inc. for an Industrial Facilities Exemption Certificate for Personal Property at 7463 Research Drive.



"We're growing in the right direction."

4. Public Hearing Minutes, March 17, 2015, public comment regarding the application of Grabill, Inc. for an Industrial Facilities Exemption Certificate for Real Property at 7383 Research Drive.
5. Regular Meeting Minutes, March 17, 2015, with the following corrections:
 - a. Adding the Roll Call vote to Regular Agenda Item #5
 - b. Adding the word "information" after "spouse insurance" in the first sentence of Regular Agenda Item #6.
6. Warrant #15-04-A, Gen Ck #33734-33806, Equip EFT #67-68
7. Payroll Report Ck #15959-15977, DD #1270-1314, EFT #118-121

PUBLIC COMMENT

None

REGULAR AGENDA

1. Interim Manager Performance Review

President Schneider informed Ms. Moyer-Cale that he had conferred with department head supervisors, staff, and the business community regarding her performance and received only positive feedback. He also stated that she has done an excellent job in keeping Council informed.

Councilmember Love stated she was doing an excellent job.

Councilmember Peltier stated he had also spoken with the department heads and received the same feedback. He stated that his only fear before she started was her ability to take control and she has belayed his fears.

Councilmember Dyke stated he had heard no commentary from the selection committee which indicated to him they were happy with her performance.

Councilmember Lauer moved, Councilmember Dyke seconded, **PASSED UNANIMOUSLY**, to remove "Interim" from Ms. Moyer-Cale's title and enter into an agreement with her as the full-time Village Manager.

It was the consensus of Council to discuss the terms of agreement, have Mr. Tim Ferrand review the agreement and present it to Council at the next regular meeting.

Council recessed at 7:55 p.m. for Clerk/Treasurer Keesler to retrieve Ms. Moyer-Cale's current contract and make copies for Council.

Council returned to session at 8:03 p.m.

Discussion was held regarding the proposed changes to Ms. Moyer-Cale's contract. It was the consensus of Council to change the following:

- Remove Section 2A, 2B, and 2C regarding a probationary period and replace it with a 3-year contract with an annual review. A performance evaluation would be given to each member of Council a month prior to the annual review to then be tabulated and given to Ms. Moyer-Cale.



"We're growing in the right direction."

- Change Section 3B from 1 month to 4 months of salary as a lump sum severance payment, not including the cost of benefits.
- Change the salary from \$35,000 to \$43,000
- Add Section 5D, Retirement Contribution of 5%
- Once approved by Council, the effective date would be retroactive to April 8, 2015.

2. Chicky's Paradise Saloon

'Chicky', owner of Chicky's Paradise Saloon requested the back alley behind her business be closed on April 25, 2015 for a motorcycle club "Up Day" barbeque, May 17, 2015 for a cancer charity, June 13, 2015 for a wedding, July 19, 2015 for another motorcycle club barbeque, and September 13, 2015 for a Breast Cancer Run. She also requested June 6, 2015, June 20, 2015, June 21, 2015 and August 16, 2015. She currently has no events scheduled for those days, but would like to submit one application for all of the requested days to the Liquor Control Commission.

Chief Nael stated the police have never had any problems with events at Chicky's saloon.

Councilmember Lauer moved, Councilmember Peltier seconded, **PASSED UNANIMOUSLY**, to express no objection to closing the alley behind Chicky's Paradise Saloon for the dates requested as noted above.

3. E&L Payment – Application No. 3

Mr. Doug Skylis from ROWE Professional Services presented Council with an update on the progress of the new booster station. He indicated the contractor is ahead of schedule and the pumps should arrive around April 15th. Councilmember Dyke asked if decommissioning the existing pit was included in the original bid. Mr. Skylis stated it was included and they had a meeting scheduled for next week to discuss that portion of the project.

Councilmember Lauer moved, Councilmember Dyke seconded, **PASSED UNANIMOUSLY**, to approve payment application number 3 to E&L Construction Group in the amount of \$111,283.75.

4. Council Meeting and Public Hearing Schedule

Councilmember Dyke moved, Councilmember Peltier seconded, **PASSED UNANIMOUSLY**, to amend the May 5th Regular Village Council meeting to Wednesday, May 6th, due to the election.

Councilmember Dyke moved, Councilmember Peltier seconded, **PASSED UNANIMOUSLY**, to set the Special Meeting for millage rates for FY 2016 to June 3rd at 7:15 p.m., SSO, Water & Sewer rate Public Hearing to June 3rd at 7:20 p.m., and the Budget Public Hearing to June 3rd at 7:25 p.m.

It was the consensus of Council to have the budget workshop on Thursday, May 14th at 7:30 p.m.

Councilmember Lauer moved, Councilmember Peltier seconded, **PASSED UNANIMOUSLY**, to rescind the previous motion regarding the special meeting and public hearings.



Councilmember Dyke moved, Councilmember Peltier seconded, **PASSED UNANIMOUSLY**, to set the Special Meeting for millage rates for FY 2016 to June 2nd at 7:15 p.m., SSO, Water & Sewer rate Public Hearing to June 2nd at 7:20 p.m., and the Budget Public Hearing to June 2nd at 7:25 p.m.

It was the consensus of Council to move Item #7 ICS Investment Program to Item #5.

5. **ICS Investment Program**

Clerk/Treasurer Keesler presented Council with the Insured Cash Sweep (ICS) investment program provided by Tri-County Bank. Ms. Tara Antonelli from Tri-County Bank was in attendance to answer any questions Council had. Discussion was held.

Councilmember Peltier moved, Councilmember Dyke seconded, **PASSED UNANIMOUSLY**, to approve the investment in the ICS investment program at Tri-County Bank.

Councilmember Peltier moved, Councilmember Dyke seconded, **PASSED UNANIMOUSLY**, to appoint Village Manager Sarah Moyer-Cale, Clerk/Treasurer Kimberly Keesler, and Deputy Clerk/Treasurers Gloria Howe and Kimberly Schall as Depositors to initiate sweeps within the ICS program.

Councilmember Lauer questioned why there was a difference in the recommended names of Depositors and Signors. Clerk/Treasurer Keesler explained it was to have a separation of duties between the transactions. Clerk/Treasurer Keesler also explained that there would be only one signature required to do the sweeps in and out of the ICS account and between accounts held at Tri-County Bank, however, there would still be a two-person signature requirement to withdraw any funds from any of the accounts.

Councilmember Peltier moved, Councilmember Dyke seconded to appoint President Steve Schneider, Village Manager Sarah Moyer-Cale, Clerk/Treasurer Kimberly Keesler, and Utility Biller Cindee Cimaroli as signors on the ICS checking account at Tri-County Bank.

6. **Civil Infraction Penalties**

Manager Moyer-Cale presented Council with the proposed change of increased fees to the Civil Infraction Ordinance. Discussion was held.

Councilmember Dyke moved, Councilmember Lauer seconded, **PASSED UNANIMOUSLY**, to approve Moyer-Cale to begin the process of amending the Civil Infraction Ordinance to change the fees for the first, second and third offense to \$125, \$250, and \$500 respectively.

7. **Employee Handbook Changes**

Manager Moyer-Cale presented the proposed changes to the Employee Handbook regarding vacation accrual and adding a retirement paragraph regarding sick and vacation hour cash-out from Mr. Tim Ferrand regarding the Employee Handbook. Discussion was held.

Councilmember Tobias moved, Councilmember Dyke seconded, **PASSED**, with Schneider dissenting, to accept Mr. Tim Ferrand's changes to the Employee Handbook and to move the



sentence "Failure to do so may result in the denial of any and all coverage." in the second paragraph of the Worker's Compensation Program section from the last sentence to the second sentence.

8. Annual Road Salt Request

Manager Moyer-Cale presented Council with the MIDEALS program regarding road salt. Councilmember Steffler reminded Manager Moyer-Cale to ensure we are complying MDEQ Part 5 Rules. Discussion was held.

Councilmember Dyke moved, Councilmember Tobias seconded, **PASSED UNANIMOUSLY**, to approve the submission of a 100-ton road salt order to the MIDEALS program for the 2015-2016 winter season.

OPEN DISCUSSION

1. DDA Director's Report

Discussion was held regarding the Historical Society building.

COUNCIL/MANAGER COMMENT

Clerk/Treasurer Keesler congratulated Ms. Moyer-Cale and stated she was a valuable asset to the Village. She also notified Council that she will not be in attendance at the next regular council meeting as she will be a Treasurer's Institute.

Councilmember Peltier stated the Park Board held their 2015 elections and he was re-elected as Chairman, as well as Mr. Roach as Vice Chairman, Mr. Tobias as Treasurer and Ms. Kudsin as Secretary. He stated the ice rink has been taken down and received much positive feedback regarding the location and how it was set up this year. The Music in the Park series is again fully sponsored this year with new sponsors Gearmaster, Yarborough Insurance, Spring Dynamics and Imlay City Ford. Youth on Main Street (YOMS) is doing a Spring Clean-Up day on April 25th and would like to include Murphy Park as part of the places to be cleaned up.

It was consensus of Council to let the YOMS group include Murphy Park in their clean-up project.

Councilmember Peltier also stated the Park Board and the First Congregational Church will scrap, wire-brush, and paint the bandstand on April 26th, weather permitting. Homecoming bands have been booked. Also, the Lions club will be working the concession stand for Music In The Park events as the Historical Society has indicated they will longer be able to do so.

Councilmember Steffler congratulated Ms. Moyer-Cale.

Councilmember Lauer told Ms. Moyer-Cale to keep up the good work.

Manager Moyer-Cale thanked Council for having the confidence in her and was privileged to be in the village manager position. She informed Council she will be contacting the businesses that have had site plan reviews within the past year as there are some that have used more than their escrow deposit and some that require a refund.



Councilmember Peltier excused himself at 10:18 p.m.

Manager Moyer-Cale also informed Council that she, Building Official Israel, the contractor and owner of Buscemi's participated in a conference call regarding the violations they have been ticketed for and to try to resolve the issue at their location. The owner was notified they have 72 hours to correct the problem. She indicated she needed direction from Council on how they would like to proceed.

It was the consensus of Council to attain a hearing on the previous tickets so a timeframe can be specified as to clean-up completion.

President Schneider congratulated Ms. Moyer-Cale and told her to keep up the good work.

ADJOURNMENT

The meeting adjourned at 10:33 p.m.

Kimberly J. Keesler
Clerk/Treasurer

Steve Schneider
President

Approved Date: April 21, 2015



"We're growing in the right direction."