

Vermontville Village
Council Meeting Minutes
Village Office, January 9, 2014

- I. Call to Order – 7:00 pm
- II. Roll Call – Present: Councilmen Sheridan and Viele, President Wineman, Councilmen Jorgensen and Patrick, Councilwomen Villanueva and Hosey. Also in attendance: Undersheriff Jeff Cook, Laurie Tamez, CPA, Bill Hadlock and David Hendershott – Paradigm Design, resident Tom Williams.
- III. Pledge of Allegiance
- IV. Public Comments – none.
- V. Consent agenda items

ALL MATTERS LISTED UNDER ITEM 5, CONSENT AGENDA, ARE CONSIDERED TO BE ROUTINE BY THE VILAGE COUNCIL AND WILL BE ENACTED BY ONE MOTION IN THE FORM LISTED BELOW. THERE WILL NOT BE SEPARATE DISCUSSION OF THESE ITEMS. IF DISCUSSION IS DESIRED, THAT ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND WILL BE CONSIDERED SEPARATELY.

- a. Minutes - December 12, 2013
 - b. Bills for approval - December 13, 2013 to January 9, 2014
 - c. Revenue and Expenditure Report for the Twelve Months Ended December 31, 2013
- Motion made by Councilman Jorgensen to accept the consent agenda items as presented. Councilwoman Hosey seconded. Vote taken. All ayes. Motion carried.
- VI. Treasurer Report – Laurie Tamez, CPA.
 - a. Laurie Tamez discussed closing the Sewer and Water receiving bank accounts and the Sewer & Water Consumer Deposit accounts. They haven't been closed yet because we are waiting for a few outstanding checks to clear. Four certificate of deposit accounts were closed in 2013, mainly to fund sewer projects.
 - VII. Old Business
 - a. 2013 Financial Review by Laurie Tamez, CPA
 - i. General fund revenue came in higher than budgeted. Building and grounds was over budget due to the storm. DPW was over budget due to the storm. Major streets revenue – the state hasn't released ACT 51 numbers yet. Local streets struggle due to low state funding. Water fund revenue was lower than expected due to the billings lower than expected.
 - ii. Disabled veterans who received a 2013 property tax exemption at the December board of review will be refunded. The refund is subtracted from 2013 property taxes. The individual must file an affidavit every year.

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VIII. New Business

- a. Councilman Jorgensen made a motion that all village policies that call for COLA increases will use the federal COLA rate. Councilman Patrick seconded. Vote taken. All ayes. Motion carried.

IX. Reports from Council Committees

- a. Insurance/Legal/Finance – no report given.
- b. Water/Sewer – Presentation by Paradigm Design’s Bill Hadlock and David Hendershott.
 - i. The DEQ contacted them a few years ago because the lagoons are not permitted correctly. The state of Michigan gives out low interest loans to improve lagoon systems. The village would pay 10% and the other 90% is S2 grant money from the state to help pay for the loan.
 - 1.The S2 Grant objective is to submit for a low interest State Revolving Fund Loan (SRF). We need two public hearings to educate the public and get their input – February 13, 2014 and April 10, 2014. In order to be in compliance with the S2 Grant, the community has to submit an administratively complete loan by July 13, 2015.
 - 2.The Project Plan is due by July 1, 2014, and it will go before the state, where they will decide if they will give a low interest loan.
 - 3.Construction drawing
 - 4.Funding evaluation – how will you pay the loan back.
 - ii. Two types of permits for lagoons
 1. Groundwater discharge permit – waste water goes through lagoons. It runs on the ground through seepage vents over time. This permit is not feasible, as it costs \$750,000.
 2. Reconfiguration of lagoons/surface water discharge – lagoons have a pipe to a creek and discharge directly. This option costs \$450,000.
 - iii. Collection system
 1. Flow meter by the lift station is outdated and can’t be services because parts aren’t available. Paradigm Design recommends replacing the flow meter.
 2. Lift station 1 on East Main is a pneumatic/compressed air system. It doesn’t work well anymore. Paradigm recommends replacing the system.
- The flow meters may have an excess inflow problem due to water getting into the system from sump pumps and foundation drains. They can use the SSES grant to do a study.

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3. We need to address the clear water input because the lift stations can't keep up. The cost to upgrade the lagoons would be \$2.5 million.
 4. The next option is to disconnect sump pumps and foundation drains from the system. Paradigm went door to door to 1/3 of village residences. 25% of the homes visited are hooked up to the system. It would cost \$540,000 for clear water removal and lift station replacement. It can't be funded by SRS money.
 - Paradigm recommended involving the village attorney because we are dealing with working on private property. Connecting clear water to the sewer system is prohibited by village ordinance Chapter 2 Village Wastewater System. They recommended educating homeowners with brochures and mailers to encourage voluntary disconnections.
- c. Grants – no report given.
 - d. Ordinance – no report given.
 - e. Street Drains and Sidewalks – Councilman Patrick informed the council that he has been hearing compliments from nonresidents about how clear the village streets are after winter storms.
 - f. Fire – no report given.
 - g. Buildings & Grounds - The new office windows were installed. In 2014, two windows for the east side of the office, a new door, and new siding will be installed.
 - h. Technology – SmarterMail was upgraded in December 2013.
 - i. Health & Safety – Undersheriff Jeff Cook discussed the Village's incident report for December. A total of 21 events occurred in the village and very few reports were generated from those calls.
 - j. Personnel – Ruth Wineman
 - i. Insurance issues were resolved with the help of Sheri Latham at David Chapman Agency.
 - ii. The village handbook includes more information than necessary and will be revised.
 - iii. The next personnel meeting will be Tuesday, January 21, at 1:00 p.m.
- X. DPW Report – Monte O'Dell
- a. Thank you to Ohio Energy for getting the village's power back on.
 - b. Fuel expenses were high due to the storms and the need to run generators.

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- c. Water/sewer bills were estimated this month due to the power outage.
- d. Storm brush will be picked up as soon as possible.
- e. Windows were installed and trimmed by Jeff Wetzel.
- f. The generator for the garage will be ordered. The office also budgeted for a generator this year.

XI. Report from Planning and Zoning Boards – no report given.

XII. President Report

XVI. Public Comment – Resident Tom Williams wanted to make residents aware of the Disabled Veterans Property Tax Exemption. He knows of a resident who was not aware of it. The disabled veteran, or his widowed unremarried spouse, must file every year for their primary residence. He also thanked Monte O'Dell for fixing the lights at the monument.

XVII. Adjournment – Councilwoman Villanueva made a motion to adjourn. Councilman Viele seconded. Vote taken. All ayes. Motion carried.

Meeting adjourned at 8:58 p.m.

Respectfully submitted,

Marisa Derusha
Clerk