

**Vermontville Village
Council Meeting Minutes
Village Office, June 11, 2015**

- I. Called to order at 7:00 p.m.

- II. Roll Call – Present: Councilwomen Sandra Hosey and Beverly Sue Villanueva; Councilmen Mark Jorgensen, Jason Sheridan, and Charles Viele; President Ruth Wineman. Also present: Clerk Marisa Derusha, Patti Farnum – J-Ad Graphics, Treasurer Kathy Joppie, Susan Peters – Barry Eaton District Health Department, DPW Supervisor Chris Rumsey, Jeff Wetzel – Vermontville Fire Department, and Lester Woodbury.

- III. Pledge of Allegiance

- IV. Public Comment
 - A. Jeff Wetzel, Vermontville Fire Department – The Fire Department would like to coordinate their water ball games with the Village Council’s Meet and Greet and the community yard sales this summer. All three events will be on July 18, 2015.

 - B. Lester Woodbury – spoke on behalf of Kevin and Becky Wheeler on Maple Street. He requested that a street light be placed at the end of the street for security. Consumers Energy has proposed putting a light in halfway down the street. The Streets/Sidewalks committee will discuss and make a recommendation in July.

 - C. Susan Peters, Barry Eaton District Health Department.
 - i. Cherry Street is opening a new clinic in Charlotte. It is a federally qualified health center that caters to the uninsured, underinsured, and those with Medicare or Medicaid.
 - ii. Ms. Peters discussed bats and what to do if you come into contact with one. Call the health department to have the bat tested for rabies.
 - iii. She discussed food safety and recommends a two hour time limit for keeping foods at room temperature. Keep hot foods above 140 degrees and cold foods below 40 degrees.

- V. Consent Agenda Items

ALL ITEMS LISTED UNDER ITEM 6, CONSENT AGENDA, ARE CONSIDERED TO BE ROUTINE BY THE VILLAGE 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 – May 14, 2015, May 21, 2015 Special Minutes, Water & Sewer Committee

 - B. Bills for Approval – May 15, 2015 to June 11, 2015

 - C. Revenue and Expenditure Report for the Five Months Ended May 31, 2015

 - D. Treasurer Report

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Councilman Jorgensen made a motion to accept the consent agenda as presented. Councilwoman Hosey seconded. Vote taken. All ayes carry.

VI. Reports from Council Committees

- A. Insurance/Legal/Finance – no report given.
- B. Water & Sewer – The water & sewer committee held a meeting on May 20, 2015.
 - a. Committee discussed estimating water bills differently.
 - b. The leaking of the valves at the lagoon has been reduced.
 - c. We have two leaking water valves. The valve on Second/Elm Streets will be replaced immediately. The valve on Third Street has to be repaired when the water tower is empty.
 - d. Four properties with delinquent water sewer bills were added to the tax roll.
- C. Grants – no report given.
- D. Ordinance – Ordinance violation letters have been sent out to residents.
- E. Streets/Drains/Sidewalks –
 - a. We have two bids so far for West Street. One bid from a Charlotte company is for \$25,000 and another bid from a Vermontville company is for \$26,600. The project will include building the street up, replacing culverts, and creating a turnaround for plow trucks.

Councilwoman Villanueva made a motion to go with Gardner Farms & Excavating for \$26,623 for West St. improvements. Councilwoman Hosey seconded. Vote taken. Aye: Hosey, Jorgensen, Sheridan, Villanueva, Wineman. No: Viele. Motion carried.
 - b. Councilman Jorgensen and Chris Rumsey have reviewed the Syrup Corporation’s plan for the drinking fountain. Councilman Sheridan made a motion to allow the Maple Syrup Corporation to replace the drinking fountain at minimal or no cost to the village. Councilman Viele seconded. Vote taken. All ayes carry.
- F. Fire - The fire board is looking into grant money for a new fire station in the future.
- G. Buildings & Grounds – Paradigm Design’s Bill Bedford inspected the Independent Bank building today. He wasn’t able to access the roof. The American Legion replaced the roof 2 or 3 years ago.
- H. Technology

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- I. Health & Safety – The Eaton County Sheriff’s report shows 42 incidents in May, including 13 traffic stops.
 - J. Personnel – DPW is currently looking for another temporary part-time DPW worker.
- VII. DPW Report
- A. Valves for Second Street are here. We will send out letters to residents to notify them of the disruption.
 - B. Two leaking valves at the sewer ponds need to be fixed. They were replaced in the past and haven’t worked correctly since.
 - C. The E. Main lift station had stones in it after the heavy rain. It was taken apart and fixed.
- VIII. Report from Planning and Zoning Boards
- A. Planning Commission had a meeting on Tuesday, June 9. Vermontville Township is going to be replacing the steps on the Opera House. They will fill out a building referral. A resident in the village put up a garage without a building referral. Resident was asked to fill out a building permit. Residents must fill out a no-cost building referral for any building project.
- IX. President Report
- A. The Farmer’s Market will likely begin July 11, 2015.
- X. Old Business
- A. Councilman Sheridan read RESOLUTION NO. 15-06.
RESOLUTION ADOPTING FREEDOM OF INFORMATION ACT
procedures and guidelines and summary thereof
- WHEREAS, the Michigan Freedom of Information Act, Act 442 of the Michigan Public Acts of 1976, as amended (“Act 442”), was recently amended by Act 563 of the Public Acts of Michigan of 2014, which is effective July 1, 2015 (“Act 563”), (collectively, Acts 442 and 563 are referred to as the “Act”), the Village Council desires to implement the provisions of the Act to the extent it is applicable to the Village; and
- WHEREAS, Section 3(3) of the Act permits a public body to make reasonable rules necessary to protect its public records and to prevent excessive and unreasonable interference with the discharge of its functions; and
- WHEREAS, Section 4 of the Act requires the Village to adopt procedures and guidelines and prepare, utilize and make available a summary of the procedures and guidelines to aid the Village in implementing the Act and persons requesting Village records pursuant to the Act.

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NOW, THEREFORE, BE IT HEREBY RESOLVED AS FOLLOWS:

1. FOIA Coordinator. Unless the Village Council appoints another person, the Village Clerk, as a duty additional to the duties of the office of Village Clerk, shall be the Village FOIA Coordinator. In the event the Village Clerk is unavailable, the Village President or the Village President's designee may serve as FOIA Coordinator. Further, the FOIA Coordinator is authorized to appoint temporary designees as deemed necessary to respond to requests in accordance with the Act.

2. FOIA Procedures and Guidelines. The Freedom of Information Act Procedures and Guidelines, in the form on file with the Village Clerk (the "Procedures"), are hereby adopted by the Village. The FOIA Coordinator is hereby authorized and directed to establish and publish such further policies or amendments to the Procedures as may be necessary or appropriate to implement the Act.

3. Summary of Procedures. The summary of the Procedures (the "Summary") is hereby adopted by the Village. The FOIA Coordinator is hereby authorized and directed to establish and publish the Summary and any necessary amendments as may be necessary or appropriate to implement the Act and Procedures.

4. Calculation of Fees. Fees for retrieving and copying public records and for otherwise responding to FOIA requests in the manner prescribed by the Act shall be calculated in accordance with the Procedures. The FOIA Coordinator is hereby authorized and directed to establish and publish such further procedures for the calculation of costs and fees as may be necessary or appropriate to implement the Act and Procedures.

5. All resolutions or parts of resolutions in conflict herewith are hereby rescinded.

Councilman Jorgensen made a motion to adopt Resolution No 15-06 Resolution Adopting Freedom of Information Act Procedures and Guidelines as read. Councilwoman Hosey seconded. Roll call vote.

Yes: Hosey, Jorgensen, Sheridan, Viele, Villanueva, Wineman

No: none

Abstain: none

Resolution approved.

B. We will interview the interested candidates for the open trustee seat on June 22 or 23, 2015, starting at 7 p.m.

XI. New Business

A. Dishonored Checks -

Acceptance of any check is upon condition that if said check is for any reason dishonored after being duly presented for payment, shall have an added service charge of \$25 per *Michigan Comp. Laws - §600.2952 (2002)*. The Village of Vermontville service charge will increase/decrease along with *Michigan Comp. Law §600.2952 (2002) revisions*.

Councilman Jorgensen made a motion for the village to enact the dishonored check policy. Councilwoman Hosey seconded. Vote taken. All ayes carry.

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- B. The Community Yard Sales, Council Meet & Greet, and Fire Department Water Ball games will be July 18, 2015. We will place notices in the newspaper and around town.

XII. Public Comment

XIII. Adjournment

Councilman Sheridan made a motion to adjourn. Councilman Jorgensen seconded. Vote taken. All ayes carry.

Meeting adjourned at 8:07 p.m.

Respectfully submitted,

Marisa Derusha
Clerk