

**Village of Posen
Official Proceedings of the Monthly Meeting
January 13, 2014**

The Village of Posen Council met in regular session on January 13, 2014. The meeting was called to order by President Marilyn Kaszubowski at 6:00 p.m.

Roll Call

Trustees present: John Ataman, Kate Bruski, Dennis Chalupniczak, Marge Nowak, and Laurie Wozniak

Absent: David Krentz

Officers present: Marilyn Kaszubowski, Julie Patterson, and Marcia Urban

Others Present: James Zakshesky, Zoning Administrator and Wendy Robins, Water Superintendent.

Water Superintendent Report

Robins reported that she de-iced the water tower 8 times in December. She called customers to have them check basements and crawl spaces to check for water leaks. Bernard Peters was the only one who had his water shut off to his house but there was no change in the water leakage. Robins is still unable to locate the water leakage and she believes there are 20,000 gallons per day that are unaccounted for.

Moved by Ataman, seconded by Wozniak to allow Robins to use her judgment in hiring a contractor to help find the leak in the water system. Motion carried unanimously. She will get quotes and then follow through with that contractor.

Robins also informed the Council that she will be off from March 10th thru March 25th and that Chuck Kelly will fill in for her.

Adoption of Agenda

Moved by Bruski, seconded by Nowak to adopt the agenda as presented. Motion carried unanimously.

Appearing before the Council

None

Minutes

Moved by Chalupniczak, seconded by Wozniak to approve the minutes of the regular monthly meeting of December 13, 2013 and the December 19, 2013 Budget meeting. The names for the Zoning Board appointments that were listed are actually for the Planning Board and they will be corrected and redistributed. Motion carried unanimously

President's Report

Mayor Kaszubowski reported that Colleen Konieczny would like the Village to rent out the vacant fire hall for a town exercise room. Colleen would like to bring in exercise equipment and allow people use the facility. She is interested as to what we would charge for it. The council tabled the item until we can get more information.

Treasury Report

Moved by Bruski, seconded by Chalupniczak to approve the December 2013 Treasury report as presented by Urban. Motion carried unanimously.

New Business:

Approve Auditors

Moved by Bruski, seconded by Nowak to approve Johnson & Schulze PC, to perform the 2013 year-end audit at a cost not to exceed \$550.00 Motion carried unanimously.

Committee Appointments

The following committee appointments were made for 2014:

President Pro Tem:	Dennis Chalupniczak
Street Administrator:	David Krentz
Parks & Recreation & Community Improvement:	Marilyn Kaszubowski Laurie Wozniak Marge Nowak
Float Committee:	Kate Bruski Laurie Wozniak
Planning Committee:	Laurie Wozniak
Zoning Board of Appeals:	John Ataman Dennis Chalupniczak
Finance Committee:	Village Board
Water Works Committee:	Village Board

Street Administrator Appointment

Moved by Wozniak, seconded by Bruski to appoint David Krentz as Street Administrator for 2014. Six Ayes, One Nay. Motion carried.

Water Rate Increase for 2014

Water Charges (Effective January 2014)

Water to be furnished by the water supply system shall be measured by a meter installed and controlled by the Village of Posen. Water use charges shall be in accordance with the following schedule of rates:

Residential:

Ready to Serve Fee – 1” Line: \$ 21.00 per month

Water Usage Charge: \$ 1.60 / 1,000 gallons

Commercial:

Ready to Serve Fee – 1” Line: \$ 22.50 per month

Ready to Serve Fee – 2” Line: \$ 88.00 per month

Water Usage Charge: \$1.60 / 1,000 gallons

Township Fire Department: \$5.00 per 1,000 gallons (excluding the Village of Posen)

Late Fees: \$3.00, if not paid by the 20th of each month

Delinquent Accounts:

Bill collection	\$15.00
First Service turn-on turn-off	\$25.00
Subsequent Service turn-on turn-off (Same customer & address within one year)	\$25.00
After hours turn-on	Minimum 2 hour call out at overtime rate plus turn-on fee
Connection/hook-up fee	\$850.00
Meter Installation Fee:	\$50.00
Reconnect Fee: (New Meter & Outside Reader)	\$175.00
Line Plugging Fee:	\$80.00

Water Meter Fees:

Residential Meter (5/8” x 3/4” meter)	Cost plus 18%
1” meter or larger	Cost plus 18%
Labor for water related work (wages x 1.5)	Per hour
Meter Damage (frozen meter, broken meter)	Cost plus labor
Customer requested water meter accuracy	\$25.00

Unfinished Business:

None

Accounts Payable

Moved by Chalupniczak, seconded by Bruski to approve the following bills for payment for the month of January 2014. Motion carried unanimously.

<u>Ck#</u>	<u>General Fund</u>	<u>Amount</u>
4172	Village of Posen, for monthly water bill	\$22.77
4173	Posen Ace Hardware, for outdoor timers, keys, and chain, & lock	\$37.65
	PIE&G, for hall electric	\$73.00
	PIE&G, for street lights	\$671.40
4174		\$744.40
4175	DTE Energy, for hall heat	\$136.48
4176	DTE Energy, for office heat	\$123.26
4177	Michael Volger, for legal services for parking on sidewalks	\$48.00
4178	Calcite CU, for VISA statement for printer cartridge and Acct. Software	\$980.47
4179	State of Michigan, 2013 Payroll State Tax	\$702.29
4180	Verizon for office phone	\$23.85
4181	Marilyn Kaszubowski, for mileage, decorations, and labor	\$76.74
4182	Maple Ridge Repair, for snow blower repair	\$173.14
4183	Dennis Chalupniczak, for 6 1/2 hours snowplowing hall driveway	\$65.00
4184	Chamber of Commerce, for grass cutting and gas for last summer	\$400.00
4185	Replaced check #4159 for pension plan was dated for December 2013	
4186	Card reader, LLC. For gas for snow blower	\$25.16
	TOTAL	\$3,559.21
<u>Ck#</u>	<u>Local Street Fund</u>	<u>Amount</u>
1265	Presque Isle Road Commission, for 2013 4th Qtr billing	\$695.51
	TOTAL	\$695.51
<u>Ck#</u>	<u>Major Street Fund</u>	<u>Amount</u>
1386	R.S. Scotts Associates, for engineering services for 634/State Street	\$519.20
1387	Presque Isle Road Commission, for 2013 4th Qtr billing	\$1,043.28
	TOTAL	\$1,562.48

<u>Ck#</u>	<u>Water Project Fund</u>	<u>Amount</u>
1604	Stamp Fulfillment Services, for postage paid envelopes	\$270.80
1605	Posen Ace Hardware, for propane and paint to mark water lines	\$10.28
1606	PIE&G, for well house electric	\$807.14
1607	Frontier, for well house phone	\$40.29
1608	State of Michigan, for water sample tests	\$64.00
1609	Wendy Robins, for monthly travel expense	\$240.00
1610	Wendy Robins, for bi-weekly payroll	\$406.18
1611	State of Michigan, 2013 Payroll State Tax	\$495.00
1612	Wendy Robins, for bi-weekly payroll	\$406.18
TOTAL		\$2,739.87

Moved by Bruski, seconded by Wozniak that there being no further business to come before the Council, the President adjourned the meeting at 7:05 p.m. Motion carried unanimously. The next meeting will be held on Monday, February 10, 2014 at 6:00 p.m.

Julia Patterson
Clerk

Marilyn Kaszubowski
President