

**VILLAGE OF POSEN
OFFICIAL PROCEEDINGS OF THE MONTHLY MEETING
FEBRUARY 13, 2017**

The Village of Posen Council met in regular session on February 13, 2017. The meeting was called to order by President Darrin Darga at 6:00 p.m.

ROLL CALL

Trustees present: John Ataman, Kate Bruski, Marilyn Kaszubowski, Marge Nowak, Sherry Romel, and Loretta Wozniak.

Absent: None.

Officers present: Darrin Darga, Julie Patterson, and Marcia Urban.

Others Present: Wendy Robins-Water Superintendent; David Krentz, Street Administrator

WATER SUPERINTENDENT REPORT

Wendy Robins reported that she:

- *Filled out and mailed annual reporting forms to DEQ.
- *Updated sample site plan and the emergency response plan.
- * Replaced feed line to the Fieldstone Manor Apartments.
- * Water hydrant at 1st and 3rd Streets was dripping; pumped it out and tightened.
- *Met with Peerless and contractors about the contaminated soil removal that is scheduled for this spring by Customs & Classics Shop. The bid opening for this project is March 1, 2017 with the completion date to be by July 4, 2017. It will take approximately thirty days to complete.

ADOPTION OF AGENDA

Moved by Ataman, seconded by Wozniak, to adopt the agenda as presented. Motion carried unanimously.

MINUTES

Moved by Kaszubowski, seconded by Nowak to approve the minutes of the regular monthly meeting of January 9, 2017. Motion carried unanimously

COMMUNICATIONS

There were no communications.

CITIZENS APPEARING THE COUNCIL

LeRoy Woloszyk, Posen Chamber of Commerce Trustee, appeared before the Council regarding the grass cutting done by him in 2016 in the Village of Posen for residents that were in violation of the Grass Cutting Ordinance. The Council had questioned an invoice that was submitted by the Chamber of Commerce at a previous meeting.

The Village of Posen Council recommends that Mr. Woloszyk track the time allocated to each parcel of grass that he mows so the property owner may be billed by the Village.

Moved by Kaszubowski, seconded by Bruski, to enter into an agreement with the Posen Chamber of Commerce to charge \$40.00 per hour to the Village of Posen and to track the time so as the Village can bill the property owners. Motion carried unanimously.

PRESIDENT’S REPORT

- *Met with Wendy Robins and the contractors for the contaminated soil removal in the spring.
- *Got a tour of the water tower.
- *Introduced himself to Sue Allor, District 106 State Representative.
- *Decided against the purchase of a scanner for the office.

STREET ADMINISTRATOR REPORT

No report.

TREASURY REPORT

Moved by Ataman, seconded by Nowak to approve the January 2017 Treasury report as presented by Urban. Motion carried unanimously.

APPROVE BILLS

Moved by Kaszubowski, seconded by Bruski to approve the following bills for payment for the month of February 2017. Motion carried unanimously.

<u>Ck#</u>	<u>General Fund</u>	<u>Amount</u>
4951	Ron Urban, for snowplowing driveway & parking lot (2 @ \$30)	\$60.00
4952	Village of Posen, for monthly water bill	\$27.78
4953	Verizon for office phone	\$24.44
4954	PIE&G, for hall electric	\$62.00
4954	PIE&G, for street lights	\$661.38
4954	PIE&G, for Nativity Set	<u>\$28.05</u>
4954		\$751.43

4955	Presque Isle County Equalization Dept., tax bill expenses		\$30.28
4956	Posen Elevator and Hardware, salt for sidewalks		\$8.50
4957	DTE Energy, for hall heat	\$105.70	
4957	DTE Energy, for office heat	<u>\$101.63</u>	
			\$207.33
4958	Alpena Fire Equipment, for Annual Fire Extinguisher inspection		\$15.00
		TOTAL	\$1,124.76

<u>Ck#</u>	<u>Local Street Fund</u>		<u>Amount</u>
1319	Julia Patterson, for completing & Filing ACT 51 Report		\$30.00
		TOTAL	\$30.00

<u>Ck#</u>	<u>Major Street Fund</u>		<u>Amount</u>
1472	Julia Patterson, for completing & Filing ACT 51 Report		\$45.00
		TOTAL	\$45.00

<u>Ck#</u>	<u>Water Project Fund</u>		<u>Amount</u>
2024	PIE&G, for well house electric		\$547.69
2025	City of Alpena , for water tests for January		\$40.00
2026	Frontier, for well house phone		\$43.83
2027	Wendy Robins, for monthly travel expense		\$240.00
2028	Posen Elevator and Hardware, for key for well house		\$2.79
2029	Wendy Robins, for bi-weekly payroll		\$406.59
2030	Wendy Robins, for bi-weekly payroll		\$406.59
		TOTAL	\$1,687.49

NEW BUSINESS:

AUDITORS

Moved by Ataman, seconded by Nowak, to accept the Audit Engagement Contract from Johnson & Schulze PC to audit the 2016 Financial Statements of the Village of Posen. Motion carried unanimously.

2016 ACT 51 STREET FINANCIAL REPORT

Moved by Wozniak, seconded by Romel, to approve the 2016 ACT 51 Street Financial Report and authorize Julia Patterson, Clerk and David Krentz, Street Administrator to sign the report before submittal to Michigan Department of Transportation (MDOT). Motion carried unanimously.

PURCHASING POLICY

After a brief discussion with the Village Council regarding the dollar amounts and the wording of the policy, the policy was tabled until March's regular meeting. Darga will email Patterson a copy of the document to make discussed changes and then bring it back to the next meeting for approval.

MICHIGAN MUNICIPAL LEAGUE CONFERENCE

Darrin Darga requested authorization from the Village Council to attend the Michigan Municipal League Annual Conference in Frankenmuth on February 16th and 17th. The registration fee is \$160.00 for the sessions and would need overnight accommodations at approximately \$200.00. Darga would pay for his travel expense to Frankenmuth.

Moved by Bruski, seconded by Ataman, to authorize Darga to attend the Michigan Municipal League Conference in Frankenmuth. Roll call vote as follows:

- Ayes: Ataman, Bruski, Romel, and Darga
- Nays: Kazubowski, Nowak, and Wozniak.

Motion carried.

UNFINISHED BUSINESS:

TURTLE STREET DRAINAGE

No updates at this time.

STREET ADMINISTRATOR

At January's Village of Posen regular meeting, David Krentz was appointed to the Street Administrator position in his absence. President Darga was going to contact him and inquire his intentions. Krentz will serve as Street Administrator for 2017 for the Village of Posen.

ZONING BOARD OF APPEALS MEMBER

Ron Nowak has accepted to serve on the Village of Posen Zoning Board of Appeals.

PLANNING COMMISSION COMMITTEE

No further updates at this time if the Village is required to have a Planning Commission Committee.

Moved by Kaszubowki, seconded by Wozniak, that there being no further business to come before the Council, the President adjourned the meeting at 7:00 p.m. Motion carried unanimously. The next regular meeting will be held on Monday, March 13, 2017 at 6:00 p.m.

Julia Patterson
Clerk

Darrin Darga
President