

**VILLAGE OF POSEN
OFFICIAL PROCEEDINGS OF THE MONTHLY MEETING
DECEMBER 13, 2021**

The Village of Posen Council met in regular session on December 13, 2021. The meeting was called to order by President John Ataman at 6:00 p.m.

ROLL CALL

Trustees Present: Dave Kamysiak, Marge Nowak, John Rasmussen, Sherry Romel, and Loretta Wozniak.

Absent: None

Officers present: John Ataman, Julia Patterson, and Marcia Urban

Others Present: Dave Kamysiak, Zoning Administrator; Wendy Robins, Water Superintendent.

WATER SUPERINTENDENT REPORT

The following update was given by Wendy Robins:

* Chuck's Well Service tested straight from the well and still positive. Quote of \$8,500 to clean well. DEQ insists on camera in well for a cost of \$1,900.

*Ordered and installed parts for new water service for Renee Rauls (just East of the former Village Gift Shop)

*Sent Ron Nowak bill on 11-22-21 for hook-up fee of \$850.00

*Updated rate sheet of 3% increase.

ADOPTION OF AGENDA

Moved by Romel, seconded by Rasmussen, to adopt the agenda as presented. Motion carried unanimously.

MINUTES

Moved by Kamysiak, seconded by Wozniak, to adopt the minutes of the November 8, 2021, meeting. Motion carried unanimously.

COMMUNICATIONS

There were no communications.

APPEARING BEFORE THE COUNCIL

There were no Citizens.

PRESIDENT'S REPORT

*Cleaned sidewalks when Mark Romel was out of town.

STREET ADMINISTRATOR REPORT

No Update.

TREASURY REPORT

Moved by Kamysiak, seconded by Nowak, to approve the November 2021 Treasury report as presented by Urban. Motion carried unanimously.

APPROVE BILLS

Moved by Romel, seconded by Wozniak, to approve the following bills for payment for the month of December 2021:

<u>Ck #</u>	<u>General Fund</u>	<u>Amount</u>
5739	Posen Chamber of Commerce, annual grass cutting	\$500.00
5740	Mark or Judy Romel, snow removal	\$142.50
5741	Village of Posen, for monthly water bill	\$30.63
5742	Julie Patterson, for 4th qtr wages	\$600.86
5743	Marcia Urban, for 4th qtr wages	\$415.83
5744	PIE&G, for street lights	\$400.82
5744	PIE&G, for nativity set lighting	19.97
5744	PIE&G, for hall electric	\$51.00
5744		\$471.79
5745	Verizon, for office phone	\$32.11
5746	John Ataman, for 4th qtr wages & Liquor inspector wages	\$549.57
5747	Dave Kamysiak, 4th qtr wages & Zoning administrator wages	\$919.08
5748	Loretta Wozniak, for 4th qtr wages	\$202.60
5749	Kate Bruski, for Zoning Board of Appeals meetings (3)	\$75.00
5750	Dave Kamysiak, zoning Board of Appeals meetings (2)	\$40.00
5751	Lori Konwinski, for Zoning Board of Appeals meetings (3)	\$60.00
5752	Ron Nowak, zoning Board of Appeals meetings (2)	\$40.00

5753	Sherry Romel, for 3 Zoning Board meetings	\$60.00
5754	Marge Nowak, for 3 Zoning Board Meetings	\$60.00
5755	DTE Energy, hall heat = \$47.01 and office heat = \$102.18	\$149.19
5756	Loretta Wozniak, for Christmas Trees	\$300.00
5757	Marge Nowak, for 4th qtr wages	\$152.13
5757	John Rasmussen, for 4th qtr wages	\$152.49
5758	Sherry Romel, for 4th qtr wages	\$152.49
5760	Your FleetCard Program, fuel for tractor	\$22.63
5761	Brighthouse Financials, for 4th Qtr Pension	\$508.06
	Lappan Agency, Pension plan fee (Not paid - did not receive invoice)	\$125.00
5762	Village of Posen, payroll tax reimburse to Water Fund	\$443.75
EFT	Sage Software, 2021 Annual Software with updates	\$1,224.00
	TOTAL	<u>\$7,304.71</u>

<u>Ck #</u>	<u>Local Street Fund</u>	<u>Amount</u>
1582	Marcia Urban, for 4th qtr wages	\$25.00
1583	Jim Zakshesky, for Street Administrator wages	\$152.99
1584	Brighthouse Financials, for 4th Qtr Pension	\$21.60
1585	Village of Posen, payroll tax reimburse to Water Fund	\$11.63
	TOTAL	<u>\$254.97</u>

<u>Ck #</u>	<u>Major Street Fund</u>	<u>Amount</u>
1641	Julie Patterson, for 4th qtr wages	\$168.75
1642	Marcia Urban, for 4th qtr wages	\$156.25
1644	Jim Zakshesky, for Street Administrator wages	\$228.52
1646	Village of Posen Local Street, annual transfer of funds	\$5,000.00
1647	Brighthouse Financials, for 4th Qtr Pension	\$32.40
1648	Village of Posen, payroll tax reimburse to Water Fund	\$18.41
	TOTAL	<u>\$5,604.33</u>

<u>Ck #</u>	<u>Water Project Fund</u>	<u>Amount</u>
2637	Art's Excavating, 7 hours backhoe work plus sand	\$775.00
2638	Miss Dig System, Inc., 2022 membership fees.	\$1,183.54
2639	Mark or Judy Romel, snow removal	\$41.25
2640	Frontier, for well house phone	\$50.32
2641	Wendy Robins, mileage for December Travel	\$240.00
2642	Wendy Robins, for bi-monthly payroll	\$415.94

2643	Wendy Robins, for bi-monthly payroll	\$415.94
2645	Julie Patterson, for 4th qtr wages	\$318.75
2646	City of Alpena, for water samples for November.	\$75.00
2647	PIE&G, for well house electric	\$296.90
2648	Wendy Robins, mileage to take water samples in to lab	\$190.89
2649	ETNA Supply, parts and supplies for Raul's new waterline.	\$1,179.09
2650	Rich Kandow, for 4th qtr retainer	\$30.00
2651	Marcia Urban, for 4th qtr wages	\$176.37
2652	ETNA Supply, parts for meters	\$250.05
2653	Bright House Financial, for 4th Qtr Pension	\$25.20
TOTAL		\$5,664.24

Motion carried unanimously.

NEW BUSINESS:

AMEND 2021 AND APROVE 2022 BUDGET

	Projected thru 12/31/21	2021 Approved Budget	Variance (Over) Under	2021 Amended Budget	2022 Approved Budget
Councilmen Wages	\$4,320	\$5,500	\$1,180	\$4,320	\$4,600.00
Extra Meetings	\$0	\$180	\$180	\$0	\$180.00
Planning Commission Meetings	\$0	\$0	\$0	\$0	\$0.00
President's Wages	\$1,640	\$1,650	\$10	\$1,640	\$1,650.00
Extra meetings, mileage	\$35	\$35	\$0	\$35	\$35.00
Audit/Accounting	\$1,500	\$1,400	-\$100	\$1,500	\$350.00
Clerk/Bookkeeper Wages	\$3,350	\$3,350	\$0	\$3,350	\$3,350.00
Office Supplies Expense	\$1,360	\$1,500	\$140	\$1,360	\$1,500.00
Extra Meetings/Mileage	\$0	\$40	\$40	\$0	\$0.00
Misc. & Cont. to other funds	\$365	\$400	\$35	\$365	\$400.00
Pension Plan	\$855	\$1,200	\$345	\$855	\$900.00
Treasurer's Wages	\$2,085	\$2,100	\$15	\$2,085	\$2,100.00
Bond & Office supplies	\$363	\$500	\$137	\$363	\$500.00
Mileage & Extra meetings	\$29	\$70	\$41	\$29	\$50.00
Postage	\$223	\$300	\$77	\$223	\$300.00
Wages-Medicare/ SS Tax	\$294	\$400	\$106	\$294	\$400.00
Village Hall expenses	\$0	\$300	\$300	\$0	\$300.00
Telephone Expense	\$428	\$375	-\$53	\$428	\$500.00
Printing & Publishing	\$253	\$200	-\$53	\$253	\$500.00

Building & Liability Ins.	\$4,573	\$4,600	\$27	\$4,573	\$4,700.00
Electricity - Hall	\$733	\$1,100	\$367	\$733	\$900.00
Natural Gas - Hall	\$1,372	\$1,500	\$128	\$1,372	\$1,500.00
Water Utility Expense	\$367	\$400	\$33	\$367	\$400.00
Repairs & Maintenance	\$277	\$500	\$223	\$277	\$1,000.00
Snow & Grass Removal	\$1,702	\$3,000	\$1,298	\$1,702	\$2,500.00
Water Hydrant fees	\$2,300	\$2,300	\$0	\$2,300	\$2,300.00
Legal Services	\$100	\$200	\$100	\$100	\$500.00
Recreational Field/Monument	\$26	\$500	\$474	\$26	\$0.00
Community Promotions	\$492	\$1,500	\$1,008	\$492	\$500.00
Zoning Administrator	\$900	\$900	\$0	\$900	\$900.00
Board of Appeals	\$335	\$350	\$15	\$335	\$350.00
Liquor Inspector	\$750	\$750	\$0	\$750	\$400.00
Office Expense	\$0	\$0	\$0	\$0	\$0.00
Sweeper Maintenance	\$586	\$250	(\$336)	\$586	\$500.00
Sidewalk Repair	\$19,139	\$5,000	-\$14,139	\$19,139	\$10,000.00
Village Property Assessments	\$634	\$634	\$0	\$634	\$633.96
Street Lights	\$4,775	\$4,800	\$25	\$4,775	\$5,000.00
Office Equipment	\$0	\$400	\$400	\$0	\$500.00
Capital Outlay: Tractor & Bucket	\$0	\$0	\$0	\$0	\$0.00
Building Repair	\$0	\$1,500	\$1,500	\$0	\$1,000.00
Total	\$56,161	\$49,684	(\$6,477)	\$56,161	\$51,199
Revenues					
Taxes - Property	\$17,797.61	\$18,000.00	202.39	\$17,797.61	\$18,000.00
Taxes - Delinquent	\$2,805.49	\$3,500.00	694.51	\$2,805.49	\$3,000.00
State of Mich-METRO Act Rev.	\$1,721.46	\$1,650.00	(71.46)	\$1,721.46	\$1,700.00
State Sales Tax & Statutory Tax	\$19,143.00	\$20,000.00	857.00	\$19,143.00	\$21,650.00
Interest Income	\$78.37	\$300.00	221.63	\$78.37	\$75.00
Misc. Revenue	\$1,360.70	\$1,000.00	(360.70)	\$1,360.70	\$1,000.00
Food Vendor Permit Revenue	\$1,200.00	\$1,500.00	300.00	\$1,200.00	\$1,500.00
Liquor License Revenue	\$344.85	\$350.00	5.15	\$344.85	\$350.00
Pole Barn Rental	\$1,825.00	\$1,800.00	(25.00)	\$1,825.00	\$1,800.00
Total	\$49,711.58	\$48,100.00	(1,611.58)	\$49,711.58	\$49,075.00
General Fund					
Total Revenue for 2021/22	\$49,711.58				\$49,075.00
Total Expenses for 2021/22	\$56,160.63				\$51,198.96
	(\$6,449.05)				(\$2,123.96)

	Projected	2021	Variance	2021	2022
	Thru	Adopted	(Over)	Amended	Approved
MAJOR STREET FUND	12/31/21	Budget	Under	Budget	Budget
Revenues:					
Mich. Transportation Fund (MTF)	\$37,631	\$36,000	(\$1,631)	\$37,631	\$37,000
Interest Income	\$195	\$350	\$155	\$195	\$150
Total	\$37,826	\$36,350	(\$1,476)	\$37,826	\$37,150
Expenditures:					
Admin. & (Design/constr. Engin)	\$1,997	\$2,000	\$3	\$1,997	\$2,000
Construction	\$570	\$20,000	\$19,430	\$570	\$20,000
Maintenance & Sidewalks	\$28,910	\$32,000	\$3,090	\$28,910	\$32,000
Winter Maintenance	\$1,587	\$4,000	\$2,413	\$1,587	\$4,000
Transfers Out - Local	\$5,000	\$5,000	\$0	\$5,000	\$5,000
Total	\$38,064	\$63,000	\$24,936	\$38,064	\$63,000

Total Revenues for 2021/22	\$37,826.00	Total Revenues for 2022	\$37,150
Total Expenses for 2021/22	\$38,064.18	Total Expenses for 2022	\$63,000
(Over) Under- Budget	(\$238.18)	(Over) Under- Budget	(\$25,850)

LOCAL STREET FUND	Projected	2021	Variance	2021	2022
	Thru	Adopted	(Over)	Amended	Approved
	12/31/21	Budget	Under	Budget	Budget
Revenues:					
Mich. Trans. Fund (MTF)	\$13,943	\$13,000	-\$943	\$13,943	\$14,000
Transfer In - Major	\$5,000	\$5,000	\$0	\$5,000	\$5,000
Interest Income	\$215	\$200	(\$15)	\$215	\$200
Total	\$19,158	\$18,200	-\$958	\$19,158	\$19,200
Expenditures:					
Administrative Engineering	\$705	\$500	-\$205	\$705	\$500
Construction	\$330	\$30,000	\$29,670	\$330	\$1,000
Maintenance	\$28,608	\$3,000	-\$25,608	\$28,608	\$30,000
Winter Maintenance	\$1,024	\$3,500	\$2,476	\$1,024	\$3,500
Total	\$30,666	\$37,000	\$6,334	\$30,666	\$35,000

LOCAL STREET FUND

Revenue for 2021/22	\$19,158	Revenue for 2022	\$19,200
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WATER FUND	Expense for 2021/22	Expense for 2022			Expense for 2022	
	(Over) Under- Budget	Projected thru 12/31/21	2021 Adopted Budget	Variance (Over) Under	2021 Amended Budget	2022 Approved Budget
	\$30,666 (\$11,508)				\$35,000 (\$15,800)	
Revenues:						
Monthly Water Fees Revenue	\$46,724	\$45,732	(\$992)	\$46,724	\$47,000	
Water Assessment Revenue	\$26,102	\$25,000	(\$1,102)	\$26,102	\$25,000	
Misc Income (Hook-ups, turn offs, etc)	\$1,224	\$1,200	(\$24)	\$1,224	\$1,200	
Hydrant Rental Fees	\$2,300	\$2,300	\$0	\$2,300	\$2,300	
Interest Income	\$192	\$200	\$8	\$192	\$200	
Total	\$76,542	\$74,432	(\$2,110)	\$76,542	\$75,700	
Expenditures:						
Councilmen Meetings	\$0	\$180	\$180	\$0	\$180	
President Meetings	\$0	\$35	\$35	\$0	\$35	
Water Superintendant Salary	\$11,700	\$12,000	\$300	\$11,700	\$12,000	
Accounting and Auditing	\$1,500	\$1,380	(\$120)	\$1,500	\$300	
Clerk Salary	\$1,275	\$1,275	\$0	\$1,275	\$1,275	
Office Supplies & Bond	\$155	\$1,600	\$1,445	\$155	\$2,000	
Testing & Annual License Fee	\$2,473	\$2,100	(\$373)	\$2,473	\$2,100	
Pension Plan	\$52	\$110	\$58	\$52	\$75	
Treasurer Wages & Meetings	\$865	\$1,200	\$335	\$865	\$1,200	
Training and Mileage	\$0	\$150	\$150	\$0	\$150	
I.T. Expense	\$454	\$360	(\$94)	\$454	\$500	
Postage	\$675	\$700	\$25	\$675	\$700	
Medicare & SS Taxes-Employer	\$908	\$1,200	\$292	\$908	\$1,200	
Operating Supplies	\$1,682	\$1,800	\$118	\$1,682	\$700	
Telephone Expense	\$602	\$600	(\$2)	\$602	\$625	
Electric Expense-Wellhouse	\$4,589	\$7,000	\$2,411	\$4,589	\$5,500	
Travel & Mileage Expense	\$3,858	\$3,800	(\$58)	\$3,858	\$4,000	
Workers Comp Insurance	\$503	\$650	\$147	\$503	\$650	
Snow & Grass Removal	\$645	\$300	(\$345)	\$645	\$750	
Repairs Expense	\$4,036	\$5,000	\$964	\$4,036	\$5,000	
Contractual Payments	\$0	\$250	\$250	\$0	\$10,000	
Printing & Publishing	\$8	\$75	\$67	\$8	\$75	
Attorney Fees	\$0	\$100	\$100	\$0	\$100	
Loan Payment	\$9,000	\$10,000	\$1,000	\$9,000	\$10,000	
Interest Exp.-Rural Dev. Loan	\$17,480	\$18,740	\$1,260	\$17,480	\$18,740	
Total	\$62,460	\$70,605	\$8,145	\$62,460	\$77,855	

Total Revenue for 2021/22

\$73,300

\$75,700

Total Expense for 2021/22

\$62,460

\$77,855

Net Income

\$10,840

(\$2,155)

2022 WATER RATES

Moved by Romel, seconded by Wozniak, to approve the following water rates for 2022:

Residential:

Ready to Serve Fee – 1” Line: \$ 25.83 per month

Water Usage Charge: \$1.97 / 1,000 gallons

Commercial:

Ready to Serve Fee – 1” Line: \$ 30.75 per month

Ready to Serve Fee – 2” Line: \$ 115.52 per month

Water Usage Charge: \$1.97 / 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

Motion carried unanimously.

UNFINISHED BUSINESS:

NOISE ORDINANCE

Zoning Administrator Dave Kamysiak reported to the Council that Mr. Vogler suggested that the Village of Posen adopt a new noise ordinance. Mr. Vogler also suggested that residents start recording the loud noise noting the date/time/frequency and have it go to court for a trespassing charge.

FIRE DEBRI CLEANUP

Property owner Ron Nowak is waiting for DTE Energy to shut off gas before continuing the cleanup

BOARD MEMBER COMMENTS

There were no comments.

The next regular board meeting will be held Monday, January 10, 2022 at 6:00 p.m.

Moved by Romel, seconded by Wozniak, that there being no further business to come before the Council, the President adjourned the meeting at 7:40 p.m. Motion carried unanimously.

Julia Patterson
Clerk

John Ataman
President