

MINUTES OF THE REGULAR JUNE MEETING  
OF THE VILLAGE OF BENZONIA  
Monday, June 6, 2022 @ 6:00 p.m.

PRESENT:

PRESIDENT:	Flynn
COUNCIL:	Heyn, Cook, Hafer, French, Bair, Misner
CLERK:	Cutler
TREASURER:	Flynn
SUPERINTENDENT:	Pritchard
ASST SUPERINTENDENT:	Cline
ZONING ADMINISTRATOR:	Kirk
PUBLIC:	Rhonda Nye, County Commissioner, Tom Rohrer & Kathleen Hibbard

ABSENT:

CALL TO ORDER: The Regular Meeting of the Benzonia Village Council was called to order at 6:00 p.m. by President Flynn.

ATTENDANCE TAKEN BY CLERK

PLEDGE OF ALLEGIENCE

APPROVAL OF AGENDA:

**President Flynn asks to amend the agenda to include:**

- 4. CatB Grant Application**
- 5. Personnel Committee Discussion**
- 6. Tax Levy – L4029**
- 7. Truck Update**

**Hafer moves, supported by French, to approve the agenda as amended. Ayes: All  
Nays: None. Motion Carried.**

APPROVAL OF THE MINUTES:

- **May 2, 2022 Regular Council Meeting Minutes - French moves, supported by Hafer, to approve the May 2, 2022 Regular Council Meeting Minutes as presented. Ayes: All, Nays: None, Motion Carried.**
- **June 2, 2022 Personnel Committee Meeting Minutes - Hafer moves, supported by Misner, to approve the June 2, 2022 Personnel Committee Meeting Minutes as presented. Ayes: All, Nays: None, Motion Carried.**
- **April 27, 2022 Personnel Committee Meeting Minutes Addendum - Hafer moves, supported by Misner, to approve the April 27, 2022 Personnel Committee Meeting Addendum Minutes as presented. Ayes: All, Nays: None, Motion Carried.**

PUBLIC COMMENT:

Kathleen Hibbard – Thanks the council for finishing up the pickleball court and putting up the net, library has pickleball equipment that can be used.

COMMISSIONER REPORT:

County Commissioner Nye – Reports on County business:

- Merit Broadband Report is on the County website for review, Commissioner Nye encourages the council to review the report.

ACTION ITEMS:

- Short Term Rental Ordinance Fees – Zoning Administrator Kirk reviews the short rental fees, recommends application at \$50 and \$200 permit fee and a bi-annual renewal fee of \$200. **Heyn moves, support by Hafer to adopt the new fees as presented. Roll Call: Misner, French, Heyn, Cook, Hafer, Bair, Flynn. Nays – None. Motion Carried.**
- Bills List – **Misner moves, supported by French to approve payment of the bills for the month of May 2022 in the amount of \$37,567.71. Roll Call: Heyn, Cook, Hafer, Bair, Misner, French Flynn. Nays – None. Motion Carried.**
- Treasurer’s Report – Treasurer presented report. **Misner moves, supported by French to accept the Treasurer’s Report as presented. Ayes: All Nays: None. Motion Carried.**
- **CategoryB Grant Application** – President Flynn informed the council about a 50% match CategoryB Grant Application that could be used for Walker Street. The portion that the Village would be responsible for is \$235,000, the grant covers construction cost, this could upgrade the street to include additional drainage. To overlay the road is a cheaper option and would last 8-10 years. Zoning Administrator Kirk indicated that Act51 Funding may be available if a pedestrian crossing is identified as well, this money could be combined with the grant. Council will table the grant application until further investigation can be done.

Street Lighting was also discussed, \$8,000 for solar lights with lines being ran, need to understand what the maintenance requirements are. Tabled until more information is available.

**Ken Mlcek reported to President Flynn that the Park project is nearly completed. TC Concrete still needs to complete the verification on the merry-go-round to be sure that it meets State certification.**

- Personnel Committee – The personnel committee meet to discuss the Superintendent position. The committee recommends to appoint Chris Pritchard as the Superintendent and appoint Jake Cline as the Assistant Superintendent. With an increase in pay to the Superintendent of \$1.50/hr. as of this meeting date. **Misner motions supported by Hafer to appoint**

**Chris Pritchard as Superintendent with \$1.50/hr. increase in pay. Roll Call: Bair, French, Cook, Hafer, Heyn, Misner, Flynn. Nays: None. Motion Carried.**

- Truck Update – Council Member Cook will follow-up, truck is due to be delivered sometime in June.
- Tax Levy L4029 – Treasurer reports that last year the tax levy was 12.1475, this year the levy is to be set at 12.1346. Slight increase. Treasurer looks for approval to set the levy at 12.1475. **French moves support by Misner to set the tax levy at 12.1475. Roll call: Cook, Hafer, Heyn, Misner, French, Bair, Flynn. Nays: None. Motion Carried.**

#### UNFINISHED MATTERS:

Killdale Ave. upgrade – Discussion took place regarding Killdale Ave., it appears from meeting minutes from 1998 that Killdale was accepted. French clarified that the acceptance of Killdale in the 98 minutes pertained to using the Right of Way on Killdale to the South of River St for the purpose of extending a water main South.

The council needs to contact the attorney to see what this means for the Village. Does the road need to be improved if it was “accepted”, is there a bare minimum that can be done? May need to contact Linda Kehr (attorney in 98) to see if an agreement was made. Table until further information is available.

#### CORRESPONDENCE:

- Protech Annual Membership Request – presented, council declines at this time.
- Crystal Lake Business Association Request – donation for music in the street, council agrees to \$50.00 donation. **Hafer moves supported by French to approve a donation of \$50. Roll call: Heyn, Misner, Cook, Hafer, Bair, French, Flynn. Nays: None. Motion Carried.**
- DTE Natural Gas BeSafe and Report Brochure presented
- Single Audit Savings presented, \$4,000 savings to the Village.
- Katie Zeits Request for Projects – Council discussed projects to report to County Administrators office. Lighting for the street scape (US 31 corridor), additional trees for the corridor, sewer expansion, infrastructure money for road improvement with pedestrian connection to BV trail.

#### SUPERINTENDENT/ASSISTANT REPORT:

- Written report submitted and will be made part of the Regular June 2022 Minutes.
- Superintendent Pritchard asks council for the approval of a new hydrant (#29) to replace non-working one. Needs to get an estimate from Bob Kerby, estimated to about \$6,000. **French moves, supported by Misner to approve the cost of a new Hydrant not to exceed \$6,000. Roll Call: Misner, French, Bair, Heyn, Cook, Hafer, Flynn. Nays – None. Motion Carried.**
- Superintendent Pritchard asks council for the approval to purchase a power washer. Cost is estimated to be \$400 for gas powered. **Heyn moves, supported by Hafer to approve the purchase of a power washer not to exceed \$400. Roll**

**Call: French, Heyn, Misner, Bair, Cook, Hafer, Flynn. Nays – None. Motion Carried.**

- Assistant Superintendent Cline asks for the approval to purchase a spare quill for Well 4. Cost for new quill is \$527.00, quote from Professional Pumps Inc. **French moves, supported by Hafer to purchase space quill in the amount of \$527.00 as presented. Roll Call: Misner, French, Heyn, Cook, Hafer, Bair, Flynn. Nays – None. Motion Carried.**
- Assistant Superintendent Cline asks for the approval to purchase DEF fluid as the price is about to increase. Cost is \$2.49 gallon by the 5-barrel tote. **French moves, supported by Hafer to approve the purchase of the DEF fluid as presented. Roll Call: Bair, Heyn, French, Cook, Hafer, Misner, Flynn. Nays – None. Motion Carried.**
- H&R Block has not responded to about the cross-connection deficiency. Should the water be turned off as they are closed for the season. Toni may have an email in response from H&R block, if not. Okay to shut off for now.
- Council member Misner asks if Superintendents can paint the swing set, and slide. They will look into getting paint and updating them.

ZONING ADMINISTRATOR REPORT:

- Written report submitted and will be made part of the Regular June 2022 Minutes.
- Funding is available for a 75/25 grant to update the Zoning Ordinance, Kirk will need to create a budget, and scope of work, can have completed by July/August timeframe.

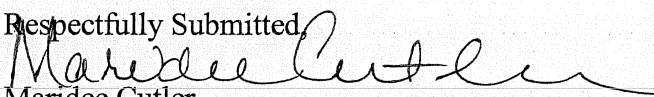
FINAL PUBLIC COMMENT

- Kathleen Hibbard thanks the council for all of the work that they do.

NEW BUSINESS:

French moves, supported by Hafer to adjourn meeting at 7:55 p.m. Ayes – All. Nays – None. Motion Carried.

Respectfully Submitted,

  
Maridee Cutler,  
Village Clerk

DRAFTED: June 7, 2022

APPROVED: July 11, 2022