

MINUTES OF THE REGULAR COUNCIL MEETING
OF THE VILLAGE OF BENZONIA
Monday, September 11, 2023 @ 6:00 p.m.

PRESENT:

PRESIDENT:	Flynn
COUNCIL:	Hafer, Moss, Myers, Giatti (6:17 p.m.)
CLERK:	Cutler
TREASURER:	Flynn
SUPERINTENDENT:	Pritchard
ASST SUPERINTENDENT:	
ZONING ADMINISTRATOR:	Kirk
PUBLIC:	Rhonda Nye, County Commissioner; Kathleen Hibbard
ABSENT:	French, Herryman

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:

Hafer moves, supported by Moss, to approve the agenda. Ayes: All Nays: None. Motion Carried. Absent: French, Herryman, Giatti

APPROVAL OF THE MINUTES:

- **August 7, 2023 Regular Council Meeting Minutes - Myers moves, supported by Hafer, to approve the August 7, 2023 Regular Council Meeting Minutes as presented. Ayes: All, Nays: None, Motion Carried. Absent: French, Herryman, Giatti**
- **August 21, 2023 Special Meeting Minutes - Moss moves, supported by Hafer, to approve the August 21, 2023 Special Meeting Minutes as presented. Ayes: All, Nays: None, Motion Carried. Absent: French, Herryman, Giatti**

PUBLIC COMMENT:

ACTION ITEMS:

- **Benzie County Road Commission Contract – Clerk presented the five-year contract. Myers asks what the list of rates for equipment are and the labor wage schedule. Clerk will reach out to Road Commission to get questions answered. Table till the October 2nd meeting.**
- **Fleis & Vandenbrink Proposal for Capital Improvements – Discussion took place regarding the Capital Improvement Plan by Fleis & Vandernbrink. This will**

help the Village identify improvements within the Village for streets and water development. **Hafer moves, supported by Moss to approve the CIP proposal from Fleis & Vandenbrink for \$13,400.00. Roll Call: Giatti, Moss, Hafer, Myers, Flynn. Nays – None. Motion Carried. Absent: French, Herryman**

Further discussion took place regarding RRC grant funding of \$10,000 to help support the cost of the CIP Proposal, it might be a 75%/25% split. Kirk will work with Ken, and RRC member to get more information on what the next steps are to complete.

- Act 51 Compliance Gabridge & Co. – Clerk presented email from Mr. Wilcoxon from Gabridge regarding compliance with ACT51, the Council will need to become compliant in the next year. Having the CIP plan will help with the planning of ACT51 money.
- Gabridge & Co Audit Results – Clerk presented audit results to Council and handed out bounded Audit. No big surprises with audit, in compliance. Still have issues with separation of duties, but, with only two members in the office it becomes difficult to do.
- USDA Recommendation – Treasurer presented email from Blake Smith with the USDA and his recommendation to pay down some debt with the excess funds in the water department. Recommended \$70k to \$80K payment on the 91-05 Loan. Tabled till next meeting with Mr. French can weigh in.
- Back Barn/R & L Estimate – Discussion took place regarding the costs for the updates to the back barn to relocate the plow truck due to height, an additional \$3,500 is estimated to be needed for completion. **Moss moves, supported by Myers to approve the additional amount needed of \$3,500 to complete the job. Roll Call: Moss, Hafer, Giatti, Myers, Flynn. Nays – None. Motion Carried. Absent: French, Herryman**
- Michelle Leines Discussion – Michelle is responsible for updates and improvements to our existing web page. She will be leaving the area in the fall and will continue to do updates through November. She will train someone to take over. Clerk and Zoning Administrator, volunteered to work on updates together. Clerk will let Michelle know.
- Bills List – **Myers moves, supported by Moss to approve payment of the bills for the month of September 2023 in the amount of \$67,259.82. Roll Call: Moss, Hafer, Giatti, Myers Flynn. Nays – None. Motion Carried. Absent: French, Herryman**
- Treasurer's Report – Treasurer presented Treasurers report. **Myers moves, supported by Moss to accept the Treasurer's Report as presented. Ayes: All Nays: None. Motion Carried. Absent: French, Herryman**

UNFINISHED MATTERS:

CORRESPONDENCE:

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- Landmark Dividend – Cell tower ground lease company that buys cell tower leases.
- Mika Meyers – Clerk presented a Counsel of Choice letter from Village Legal Counsel. Figura Law has joined Mika Meyers. Suggestion to do a RFP for Legal Counsel was discussed before responding, may need counsel sooner than later for the zoning ordinance rewrite review.
- Email from Herryman regarding holiday festivities and Christmas parade were discussed. Not able to use funds from Village, but we can volunteer to help.

SUPERINTENDENT REPORT:

- Written report submitted.

COMMISSIONER REPORT:

- Written report will be submitted.

ZONING ADMINISTRATOR REPORT:


- Written report submitted and will be made part of the Regular September 11, 2023 Meeting Minutes.

FINAL PUBLIC COMMENT:

- Hibbard – Reports that Verizon had contract proposal with the City of Frankfort. Inquired about the radios, did we receive them yet? Also, looking for speed limit signs.
- Nye – Reported that Verizon was also working with the school, looking to lease or buyout property to build a 300 ft. cell tower.
- Hafer reported that the Personnel Committee meet and they are reviewing four applicants. Interviews are scheduled for the 19th and 20th.

Myers moves, supported by Hafer to adjourn meeting at 7:42 p.m. Ayes – All. Nays – None. Motion Carried.

Respectfully Submitted,


Maridee Cutler,
Village Clerk

DRAFTED: September 15, 2023

APPROVED: 10/2/23