

MINUTES OF THE REGULAR DECEMBER MEETING
OF THE VILLAGE OF BENZONIA
Monday, December 7, 2020 @ 6:00 p.m.

PRESENT:

PRESIDENT:	Flynn
COUNCIL:	Heyn, Bair, Cook, Misner, French
CLERK:	Cutler
TREASURER:	Flynn
SUPERINTENDENT:	Boman
ASST SUPERINTENDENT:	Cline
ZONING ADMINISTRATOR:	Kirk
PUBLIC:	Rhonda Nye, County Commissioner, Kathleen Hibbard
ABSENT:	Rankin – Excused

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

ATTENDENCE TAKEN BY CLERK

PLEDGE OF ALLEGIENCE

APPROVAL OF AGENDA:

Flynn adds EGLE Asset Management Program to the Agenda. **French moves, supported by Cook, to approve the Agenda as presented with the addition of the EGLE Asset Management Program. Roll Call: French, Heyn, Bair, Cook, Flynn. Nays: None. Motion Carried.**

Misner – Came into meeting at 6:05 p.m. by Zoom. Clerk swears in Misner in for her four year term beginning November 20, 2020.

APPROVAL OF MINUTES:

Heyn moves, supported by French, to approve the Meeting Minutes as presented. Roll Call: Misner, French, Heyn, Cook, Bair, Flynn. Nays: None. Motion Carried. Rankin– Excused.

PUBLIC COMMENT: None

ACTION ITEMS:

1. Approval of the Meeting Minutes from 11/24/20, Fleis & Vandenbrink. **French moves, supported by French to approve the Fleis & Vandenbrink meeting minutes: Roll Call: Bair, Heyn, French, Cook, Misner, Flynn. Nays: None. Motion Carried. Rankin Excused.**

2. USDA Draw #7 – Draw request Elmers \$58,445.36, Cole \$105,081.36, LC United Painting Co, Inc. \$198,000.00 and Engineering \$18,541.84 for a total of \$380,068.56. **French moves, supported by Misner, to approve USDA Pay Draw #7. Roll Call: Cook, Bair, Misner, French, Heyn, Flynn. Nays – None. Motion Carried. Rankin – Excused.**
3. Contract #1 Change Order #4 - This change order balances contract quantities to match quantities installed (net deduction of \$82,505.81) and includes a time extension to compensate for the additional time it took to complete the contract. **Misner moves, supported by French, to approve Contract #1 Change Order #4. Roll Call: Heyn, Cook, Bair, Misner, French, Flynn. Nays – None. Motion Carried. Rankin – Excused.**
4. Contract No. 2 – Change Order No. 1 – This change order is for the work required to increase the capacity of the new well from 250 gpm to 350 gpm, also included are controls modifications to assist with taking the water tank out of service. Net addition \$40,032.00. **French moves, supported by Misner, to approve Contract #2 Change Order #1. Roll Call: French, Misner, Bair, Cook, Heyn, Flynn. Nays – None. Motion Carried. Rankin – Excused.**
5. Engineering Amendment No. 1 – The amendment increases engineering services by \$19,800.00. This amendment compensates for additional inspection time and construction administration effort expended during the extended construction duration for Contract No. 1, and also for design services provided to provide direction to the Contractor for the increase well capacity. **Heyn moves, supported by Misner, to approve Engineering Amendment No 1. Roll Call: Bair, French, Cook, Heyn, Misner, Flynn. Nays – None. Motion Carried. Rankin – Excused.**
6. EGLE Drinking Water Asset Management Program Proposal This program offers 100% principal forgiveness for water system asset management related activities. The eligible activities include: preparing an asset management plan, rate evaluation, GIS integration of the Village’s water system, assisting with preparing the water service material inventory, etc. Total for proposal by Fleis & Vandenbrink \$1,000.00. **French moves, supported by Misner, to approve the EGLE Drinking Water Asset Management Program Proposal for \$1,000.00. Roll Call: Cook, Heyn, Misner, French, Bair, Flynn. Nays – None. Motion Carried. Rankin – Excused.**
7. Approval of the Meeting Minutes from 11/17/20 MDOT. **French moves, supported by Heyn, to approve the MDOT Meeting Minutes from 11/17/20. Roll Call: Heyn, Misner, Cook, Bair, French, Flynn. Nays – None. Motion Carried. Rankin – Excused.**
8. Street Maintenance Contract – Benzie County Road Commission - **French moves, supported by Cook, to approve the Street Maintenance Contract with Benzie County Road Commission. Roll Call: French, Bair, Heyn, Cook, Flynn. Nays – None. Motion Carried. Rankin – Excused. Misner, Abstained.**

9. MDOT form 0426 – Cook moves, supported by Heyn, to approve MDOT form 0426 with Benzie County Road Commission. Roll Call: French, Heyn, Bair, Cook, Flynn. Nays – None. Motion Carried. Rankin – Excused. Misner, Abstained.
10. Crystal Lake Community Business Dues \$50.00 - Heyn moves, supported by French, to approve payment of \$50.00 for Crystal Lake Community Business Dues. Roll Call: Misner, French, Heyn, Cook, Bair, Flynn. Nays – None. Motion Carried. Rankin – Excused.
11. Michigan Municipal League Dues \$579.00 - French moves, supported by Misner, to approve payment of \$579.00 for Michigan Municipal League Dues. Roll Call: Bair, Heyn, French, Cook, Misner, Flynn. Nays – None. Motion Carried. Rankin – Excused.
12. Reappointment of Roxanne Miller to Library Board – Heyn moves, supported by Misner, to reappoint Roxanne Miller to the Library Board for a four year term ending 2025. Roll Call: Cook, Bair, Misner, French, Heyn, Flynn. Nays – None. Motion Carried. Rankin – Excused.
13. Discussion took place regarding Village Trustee Gary Rankin to move his appointment from Streets to Water, and to work with his niece to get him set up to attend the next Council Meeting by Zoom.
14. Bills List – Misner moves, supported by Heyn, to approve payment of the bills for the month of December 2020 in the amount of \$ 401,337.13. Roll Call: Heyn, Cook, Bair, Misner, French, Flynn. Nays – None. Motion Carried. Rankin – Excused.
15. Treasurer’s Report - Misner moves, supported by Bair, to approve the Treasurer’s Report to November 30, 2020, as presented. Roll Call: French, Misner, Bair Cook, Heyn, Flynn. Nays – None. Motion Carried. Rankin – Excused.

UNFINISHED MATTERS:

- Discussion took place regarding the Garden Worker Kevin Kohn. Flynn will call.

CORRESPONDENCE:

- A. Benzie Bus Annual Report
- B. LandMark Dividend – Cellular Lease – Misner commented to keep things the way they are, French and Bair agree. No action taken.
- C. Benzie Senior Resources New Letter
- D. Thank You Letter from Benzie Historical Society
- E. County, Village, Township Revenue Sharing CIP Submission

SUPERINTENDENT REPORT:

- Shut off summer resident water
- Scrapped old water meters
- Plowed a little snow

- Put up new shop lights in office and back of building
- Hauled brush and leaves
- Put up Christmas Lights
- Corresponded with Apple Fence Company

ASSISTANT SUPERINTENDENT REPORT:

- Cleaned up and hauled brush and leaves
- Put up Christmas Lights
- Moved some snow

COMMISSIONER REPORT:

- County Commissioner Nye – Reports on County business, County navigating through COVID, Benzie Senior Resources doing deliveries, EMS approved for COVID PPE Hoods, Maples struggling for help, Emergency Manger approved for EGLE Erosion permit to take off back of a building that is about to fall over the bluff, and attending Commissioner Schooling.

ZONING ADMINISTRATOR REPORT: Written report submitted and will be made part of the Regular December 2020 Minutes.

16. Discussion took place regarding a Notice of Violation on 1089 Bailey Street. The Council agreed to proceed with a Municipal Civil Citation to include costs and sanctions. **French moves, supported by Cook, to proceed with Municipal Civil Citation at 1089 Bailey Street. Roll Call: Bair, French, Cook, Heyn, Misner, Flynn. Nays – None. Motion Carried. Rankin – Excused.**

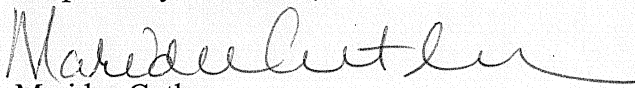
FINAL PUBLIC COMMENT:

Kathleen Hibbard inquired about:

- The temporary tower that was still up.
- The three wells and where they are located; River Street, behind Village Office and one at the base of Traverse Ave and Case Road.
- The snow on the sidewalks – Streets are priority #1, will work to get east side of sidewalks cleared off.

French moves, supported by Misner, to adjourn meeting at 7:36 p.m. Ayes – All. Nays – None. Motion Carried. Rankin – Excused.

Respectfully Submitted,



Maridee Cutler,
Village Clerk

DRAFTED: December 12, 2020

APPROVED: January 4, 2021