

MINUTES OF THE REGULAR JULY TELECONFERENCE MEETING OF THE
VILLAGE OF BENZONIA

Call In Number: 1-312-626-6799

Meeting ID: 938 6653 6508

Password: 715627

Monday, July 6, 2020 @ 6:00 p.m.

PRESENT:

PRESIDENT:	Flynn
COUNCIL:	Heyn, Bair, Cook, Misner, French
CLERK:	Nye
TREASURER:	Flynn
SUPERINTENDENT:	Boman - Excused
ASST SUPERINTENDENT:	Cline
ZONING ADMINISTRATOR:	Kirk
PUBLIC:	Ken Mlcek, Nancy Call
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:

Heyn moves, supported by Bair, to approve the Agenda as presented. Ayes – All. Nays – None. Motion Carried. Rankin – Excused.

NANCY CALL – SENIOR RESOURCES: Annual report distributed; summary of services provided by Senior Resources. Seeking support of the millage renewal in August.

PUBLIC COMMENT: None

PUBLIC HEARING – SCOTT VARIANCE REQUEST:

French moves, supported by Cook to open the Public Hearing. Ayes – All. Nays – None. Motion Carried. Rankin – Excused.

ZA Kirk shares addition plans and explains that the proposed three story garage addition exceeds the height allowance; the first story will be at the basement level which will cause the 2nd and 3rd story to look like two stories when viewed from the street. ZA Kirk recommends approval of the variance. President Flynn calls for any opposing views – none received.

French moves, supported by Heyn, to approve the zoning variance requested for the garage addition at the Scott residence as presented. Ayes – French, Heyn, Misner, Bair, Cook, Flynn. Nays – None. Motion Carried. Rankin – Excused.

Heyn moves, supported by French, to close the Public Hearing. Ayes – All. Nays – None. Motion Carried. Rankin – Excused.

ACTION ITEMS:

ZA Kirk gives detailed summary of the three proposed ordinances and shares that Public Hearing was held at the last Planning Commission meeting; a recommendation from the Planning Commission by Resolution to approve all three ordinance was presented.

- 1) Ordinance No. 2020-03 Environmental Provisions and Tree Protection Ordinance. **French moves, supported by Cook, to adopt Ordinance No. 2020-03 Environmental Provisions and Tree Protection as presented. Ayes – Misner, French, Heyn, Cook, Bair, Flynn. Nays – None. Motion Carried. Rankin – Excused.**
- 2) Ordinance No. 2020-04 Steep Slope Protection Overlay Ordinance. **Misner moves, supported by French, to adopt Ordinance No. 2020-04 Steep Slope Protection Overlay Ordinance as presented. Ayes – Bair, Hayn, Cook, French, Misner, Flynn. Nays – None. Motion Carried. Rankin – Excused.**
- 3) Ordinance No. 2020-05 US-31 Corridor Overlay Ordinance. **French moves, supported by Heyn, to adopt Ordinance No. 2020-05 US-31 Corridor Overlay Ordinance as presented. Ayes – Cook, Bair, Heyn, French, Flynn. Nays – None. Misner – Abstains. Rankin – Excused.**

Ken Mlcek, Fleis & VandenBrink, gave an update on the MDOT and USDA projects and their coordinated efforts. Tank painting is scheduled for July 20th, the North Street portion of the project late August or early September. Additionally, the MDNR Passport Grant monies for the Academy Park Project have become available, therefore, project will resume.

- 4) USDA Draw No. 2 – Total Estimate of Funds Needed For 30-Day Period Commencing June 2020, with supporting documents, \$256,871.92. **French moves, supported by Heyn, to approve Draw No.2 for the USDA Water Project in the amount of \$256,871.92. Ayes – French, Heyn, Cook, Bair, Misner, Flynn. Nays – None. Motion Carried. Rankin – Excused.**

Ken Mlcek shares that the water main and water meter portion of the USDA Project needed larger size pipe at River Street and US 31 at a cost of \$6,000.00 and there was a water main break at South Street and US 31 at a cost of \$3,073.00 prompting the change order to be paid out of the contingency amount of project.

- 5) Change Order No. 2 for Contract No. 1: **French moves, supported by Cook, to approve Change Order No. 2 for Contract No. 1, Engineer Project No. 841370, in the amount of \$9,073.00. Ayes – Misner, French, Bair, Cook, Heyn, Flynn. Nays – None. Motion Carried. Rankin – Excused.**
- 6) Covid-19 Preparedness & Response Plan – Toolkit has been printed and plan implemented with the following features:
 - Interim guidance from the CDC for Critical Infrastructure Workers who may have been exposed to Covid-19
 - Coronavirus workplace checklist
 - Managing Coronavirus in the workplace
 - Coronavirus workplace health screening forms
 - Directions for social distancing, self-monitoring, self- quarantine, and self-isolation
 - Cleaning and disinfection for facilities after suspected or confirmed Covid-19 exposure
 - Instructions for cloth face coverings
- 7) Bills List – **French moves, supported by Heyn, to approve payment of the bills for the month of July 2020 in the amount of \$255,287.44 (\$243,240.29 USDA Water Project Bills + \$12,047.45 remaining bills). Ayes – Bair, Cook, French, Heyn, Misner, Flynn. Nays – None. Motion Carried. Rankin – Excused.**
- 8) Treasurer’s Report: **Heyn moves, supported by French, to approve the Treasurer’s Report to 07.06.2020, as presented. Ayes – All. Nays – None. Motion Carried. Rankin – Excused.**
- 9) Minutes: June Regular Minutes. Due to a copy and paste error, French is marked as present and included in one motion; minutes will be amended to correct this error and note French - Excused. **Heyn moves, supported by Bair, to approve the June Regular Meeting Minutes, as Amended. Ayes – All. Nays – None. Motion Carried. Rankin – Excused.**
- 10) USDA Water System Progress Meeting June 17, 2020 Notes: **French moves, supported by Heyn, to approve the USDA Water System Progress Meeting June 17, 2020 Notes as presented. Ayes – All. Nays – None. Motion Carried. Rankin – Excused.**

11) Local Street repairs for Fall: Superintendent and Assistant Superintendent will begin prioritizing road repairs and securing bids for completion of road projects in the Fall.

CORRESPONDENCE:

- A. Thank you note for 'the guys' received from Joannie Peck and Fred Priest
- B. Last quarter UIA documentation. Clerk could not log into UIA to make payment. Payment mailed with letter of explanation.
- C. Notification received regarding FCC Spectrum Leasing Agreement
- D. Scrivener error correction received from Dick Figura regarding Congregational Church property; Block 5 has been corrected to Block 15.

SUPERINTENDENT REPORT: Excused

ASSISTANT SUPERINTENDENT REPORT:

- ✓ Handling Miss Digs
- ✓ Taking care of leaves and brush
- ✓ Mowing street right of ways
- ✓ Attending to a service line leak on South Street
- ✓ Vacuum breakers checked for cross connection
- ✓ EGLE has issued \$200.00 fine for a reporting violation. Timing of violation is disputed; Water Chair French will be looking into the matter.
- ✓ Private Road signs on Barber Street need to be taken down per Council

ZONING ADMINISTRATOR REPORT: Written report submitted and will be made part of the Regular July 2020 Minutes. ZA submits Resolution 2020-03 to adopt Memorandum establishing permit and penalty fees for newly adopted Ordinance(s) 2020-03, 2020-04 and 2020-05. **Misner moves, supported by French, to adopt Resolution 2020-03 as presented. Ayes – Cook, Heyn, Misner, Bair, French, Flynn. Nays – None. Motion Carried. Rankin – Excused.**

COMMISSIONER REPORT:

- ❖ Animal Control and Jail Millage renewal will also be on the August ballot.
- ❖ One of the Maples bonds was refinanced at a savings of more than 600k.
- ❖ Two open positions at County 911.
- ❖ Deterioration of the Point Betsie Lighthouse Apron will need to be addressed.
- ❖ A purchase agreement is in place to acquire more public land at Railroad Point.
- ❖ Animal Control has requested they be moved from Administration to the Sheriff's Dept which would allow them access to the LEIN program.
- ❖ Budget meetings begin this week.

FINAL PUBLIC COMMENT: None

French moves, supported by Misner, to adjourn meeting at 7:37p.m. Ayes – All. Nays – None. Motion Carried. Rankin – Excused.

Respectfully Submitted,

Rhonda Nye,
Village Clerk

DRAFTED: July 13, 2020

APPROVED: August 3, 2020