

VILLAGE OF ROSCOMMON

Minutes of the January 23, 2012 Regular Council Meeting

President Erine Adams called the meeting to order at 7:02 PM. Members of the Council present: Diane Lippert, Joan Murphy, Jon Michael Suvada, Erine Adams, Michael Butler, Bruce Yannatta and Marc McKee. Others present were: Beth Shannon, Becca Walters, Kathy Shannon, Mike Walker, Desiree Marshall, Don Dixon, Sue Jock, Carl Jock, Kathy Murphy, Dave Hodges, Pam Ostling, Doug Smith and Dawn Dodge. The Pledge of Allegiance was recited and an Invocation given by Trustee Butler.

REGULAR AGENDA

Moved by Yannatta, seconded by Suvada, to approve the Regular Agenda. All in favor. Hearing no objections, the motion carried.

PUBLIC COMMENT ON REGULAR AGENDA ITEMS

Mark Constance offered to donate space in The Voice to print the newsletter.

CONSENT AGENDA

Moved by Butler, seconded by Lippert, to accept the consent agenda as presented. Ayes: Suvada, McKee, Butler, Lippert, Adams, Murphy and Yannatta. Nays: None. The motion carried.

MANAGER'S REPORT

Manager Lowe informed the council that he received a letter from the FCC regarding the safety of the cell phone antennas stating that there is no danger. Regarding the administrative assistant's pay check, the Manager explained how deductions can change the amount of someone's check. There were complaints following the last snowstorm and plowing not getting done in a timely manner and these issues have been addressed and corrected.

COMMITTEE REPORTS

Trustee Butler gave a report on the library. Trustee Butler has spoken with the manager regarding the cemetery; however, there have been no cemetery board meetings. Trustee Lippert has been making contact with people regarding the marketing committee.

UNFINISHED BUSINESS

-Village Insurance Quotes

Moved by Butler, seconded by Murphy, to go with Auto Owners (Roscommon Insurance) for the Village's Insurance and change the umbrella policy to \$4,000,000. Ayes: Yannatta, Murphy, McKee, Adams, Suvada, Butler and Lippert. Nays: None. The motion carried.

-Amendment to Employee Manual

Moved by Yannatta, seconded by Suvada, to accept the amendment for part-time employee benefits. Ayes: Butler, Adams, Yannatta, Suvada, Lippert McKee and Murphy. Nays: None. The motion carried.

-Cemetery Security

Many options are extremely expensive. Manager Lowe is going to investigate a curfew.

-Audio Recording

There was a discussion regarding recording of the minutes. Manager Lowe is to price out a simple one-microphone system.

-Manager's Evaluation

Manager Lowe would prefer to talk about it one-on-one with the council members.

-MML Training

In-house training was discussed. President Adams would like to know the price for parliamentary procedure training.

NEW BUSINESS

-Chamber of Commerce Membership

Trustee McKee has an upcoming meeting with the Chamber and he will talk to the Chamber regarding the contract. Tabled until next meeting.

-Village Newsletter

There was discussion regarding distribution of the Village newsletter. President Adams reminded the council that the newsletter is under the scope of the manager.

-Recreation Plan Committee

Manager Lowe recommended President Adams appoint a recreation committee consisting of Bruce Yannatta, Diane Lippert, Mike Looney, someone from RMRA, two high school students and a business person in the community that's involved in recreation.

President Adams appointed Bruce Yannatta as chair, Diane Lippert and Mike Looney to the recreation committee until the plan is completed.

Moved by Suvada, seconded by McKee, to appoint a recreation planning committee with the chair being Bruce Yannatta, Diane Lippert, Mike Looney and others to be determined at a later date. All in favor. Hearing no objections, the motion carried.

-Engineering RFQ

Manager Lowe recommended the Village have one engineering firm to work with on a regular basis. He would recommend Dave Hodges, himself and someone else be appointed to a committee and send out an RFQ. President Adams appointed Jon Suvada as chair, Dave Hodges and Allen Lowe to the engineering committee to pursue RFQ's for an engineer.

Moved by Lippert, seconded by Butler, to accept Erine Adams' appointment of an engineering committee until the project is completed. All in favor. Hearing no objections, the motion carried.

-Industrial Park Utilities

Manager Lowe is recommending the DDA be approached to pay to have the engineering completed regarding looping the water in the Industrial Park. President Adams will approach the DDA with this request.

-Review Suggestions for 2012 Projects

Some of the projects on the list were discussed. Trustee Suvada would like to add to the list combining the clerk/treasurer position and would like some customer relations training for the administrative assistant. Trustee Butler would like to combine the village and township. Manager Lowe suggested a special town hall public meeting to discuss priorities. He will be checking with the CRAF center regarding dates.

-Training Budget

Manager Lowe will be getting more training information.

PUBLIC ACKNOWLEDGEMENT

Doug Smith: Questions about the Town Hall meeting.

Sue Jock: Commented about the lack of direction of council. Commented about the vandalism in the cemetery and the vandalism in Metro Park regardless of their efforts.

Dave Hodges: Questions about the M-18 Committee.

COUNCIL COMMENTS

Trustee Murphy: Questions about the amendment to the employee handbook regarding what benefits it included. Would like to get a monthly Treasurer's Report.

Trustee Suvada: Would like a DPW report once a month. Would like to implement a pay-for-performance plan. Would like to know how long we can continue at the current pace before budget is affected.

Trustee Lippert: Expressed her excitement regarding the Recreation Committee.

Trustee Yannatta: Encouraged everyone to buy locally if possible.

President Adams: Appreciates the work the manager is doing.

Trustee Butler: Would like to see sidewalks a priority this year.

ITEMS FOR THE NEXT AGENDA

Marketing committee, town meeting, inviting the DDA.

Moved by Butler, seconded by McKee, to adjourn the meeting at 8:28 PM. All in favor. Hearing no objections, the motion carried.

Erine Adams
Village President

Dawn M. Dodge
Village Clerk