

Village of Waldron  
102 S. Main St.  
Waldron, MI 49288  
February 14, 2023

The 2023 February meeting was held on February 14, 2023, at the Waldron Library. President Russ Platt called the meeting to order at 7:00 p.m. All stood to recite the Pledge of Allegiance and roll call was taken. Trustees Allison Harwood, George Kintner, John Newton, Stephen Newton, Mark Price and President Russ Platt were present. Phyllis Worsley was absent.

Stephen Newton made a motion to approve the agenda. Allison Harwood supported the motion and it carried with a voice vote.

John Newton made a motion to approve the meeting minutes of January 10, 2022. Stephen Newton supported, and it carried by a voice vote.

Mark Price made a motion to approve the special meeting minutes of February 2, 2022. Russ Platt supported, and it carried by a voice vote.

#### Public Comment

No public comment.

#### Reports to Council

Stephen Newton reported the calls reported at the February 9th Fire Board meeting. They voted to add to the MAVIS System.

President Russ Platt reported for Maintenance. He and Randy worked extensively on Bruce Ct. on the storm drain. To alleviate the backup they used the trash pump and needed to purchase a new one. Once the water was alleviated, they repaired the old trash pump and now have two if needed. John Newton asked if Council would allot \$1000 for Randy to be able to purchase supplies Randy may need. He also discussed possibly replacing the dirt floor in the one area of the garage with concrete and needing a bathroom in the garage.

Street Administrator April Platt presented Council, as they had requested at the special meeting February 2, with a prospective task list for Maintenance, breaking tasks down into daily, weekly, monthly, seasonally, and yearly. She expressed concerns that many of the daily activities are focused on fixing things and the other upkeep of the Village is not being done. She also discussed plans for the Village vehicles and suggestions for the replacement of the 1-ton dump truck. She couldn't give an accurate recommendation because the information she had requested from Randy, was not given to her. She would like to see a written plan put into place for inclement weather and when salting and plowing will be performed and by whom. She also requested mileage books be kept in the vehicles to detail what each is being used for.

Clerk Gravelle reported that Fred Lucas said the Code Enforcer can testify via Zoom if the Village had to go to court for any code violations residents fought. Allison Harwood reported that April Platt did receive permission from her employer to be able to do so if needed during her work hours. John Newton motioned to hire April Platt as Code Enforcer. Stephen Newton supported the motion and it carried by a voice vote.

No report was made for Planning & Zoning.

### Committee Reports

Allison Harwood reported for Region II, Events, and Planning. She and George Kintner had met with Street Administrator April Platt to discuss the future of the park. They asked how the Village Council wanted to proceed with the park, whether they wanted to keep it or to hand it back to the Rutledge family. John Newton and Russ Platt expressed concerns of past vandalism but do want to keep the park.

John Newton reported for Utilities and Drains. Jason was not available to meet last Friday and sent an email to update council. He is working on getting chlorine level to stabilize, this week he will meet with multiple vendor/ suppliers at the joint expo in Lansing, setting up meetings with vendors to get pricing on chlorine, generator maintenance, plant controls, lift station maintenance, locks have been changed at the lift stations and water plant, and operator in charge paperwork submitted to EGLE.

Budget Committee would discuss the budget later as it was on the agenda.

### Treasurer's Report

Treasurer Sarah Newton presented her report and is preparing to bring the tax rolls to the County Treasurer March 2, 2023.

### Clerk's Report

Casey Gravelle discussed the following: annual payroll filings were completed, amended 945s for years 2017 and 2022 were filed and received, complaints regarding the cats, Joe Vandomelen will be in March 5<sup>th</sup> and 6<sup>th</sup> to gather information for the next rate study, Act 51 was deposited and disbursed, researching websites to improve ours.

### President's Report

People have requested the minutes be posted online. All locks have been changed. Clerk Gravelle advised that she does post the minutes online, but one must scroll to the bottom of the page to get to the current meeting minutes. This is one of the reasons she wants to change the website.

Casey Gravelle presented the budget modifications needed to be made.

Stephen Newton motioned to approve the budget modifications for the general fund as presented. Allison Harwood supported, and it carried by a voice vote.

Allison Harwood motioned to approve the budget modifications for the water fund as presented. Stephen Newton and Russ Platt supported the motion, and it carried by a voice vote.

Allison Harwood motioned to approve the budget modifications for the sewer fund as presented. Russ Platt supported, and it carried by a voice vote.

Allison Harwood motioned to pay the bills, with Stephen Newton supporting. It carried with a voice vote.

### **UNFINISHED BUSINESS**

No unfinished business.

### **NEW BUSINESS**

Brent Shea presented the audit reports for FYE 2021 and 2022. He focused his presentation on FYE 2022. He was glad to hear the state had disbursed the money they had been withholding. He also stated the financials are materially accurate.

Zach Lester from Buckeye Contracting & Drainage Systems came to give his proposal for replacing portions of the drain on Bruce Ct. He discussed the possibility of using Michigan Underground for horizontal boring to help with the job. He

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did not have a proposal with this as an option. Council will need to reach out to Michigan Underground for a proposal for their part.

President Russ Platt reported that County Road Commission contacted him about the flooding around the drains on S Main. They had a changeover in leadership last year, which delayed the repairs needed in the area of concern. They will schedule the repairs for this year.

Council discussed hiring out the lawn mowing for Village property for the coming season. John Newton made a motion to post for bids for a Lawn Mowing Contract. Mark Price supported the motion and it carried with a voice vote.

Before starting discussion of the budget for the upcoming fiscal year, Allison Harwood notified council that April Platt texted stating she was giving her resignation for Street Administrator. She will stay in the position for 30 days to allow for posting the position and hiring someone new. Her resignation included the position of Code Enforcer. Stephen Newton motioned to post for the positions of Street Administrator and Code Enforcement Officer. Allison Harwood supported the motion and it carried with a voice vote.

The Budget committee presented the proposed budget for FYE 2/2024. The proposed budget included wage changes as follows:

President pay increases to \$150 per month in consideration for helping with Maintenance.

Clerk's pay is set at salary of \$21,000, working 25 hours a week on average.

Billing Clerk's pay is changed back to salary to \$20,007 working an average of 28.5 hours, 24 hours minimum to 30 hours maximum.

Maintenance person Randy Hardy to receive a raise to \$15.50 per hour.

Budget includes hiring another part-time maintenance person and the Streets budgets include hiring seasonal on-call persons to help with salting and plowing for 2<sup>nd</sup> and 3<sup>rd</sup> shifts.

All pay changes are effective March 1, 2023.

Council discussed the proposal of the budget and pay increases.

Allison Harwood made a motion to increase the Clerk's pay as proposed. Stephen Newton supported the motion and it carried with a voice vote.

Allison Harwood made a motion to increase the President's pay as proposed. Mark Price supported and it carried with a voice vote.

Stephen Newton made a motion to increase the Billing Clerk's pay as proposed. George Kintner supported the motion and it carried with a voice vote.

Stephen Newton made motion to increase Randy Hardee's pay as proposed with the stipulation he must report to the Street Administrator and better record keeping of receipts and his hours. Allison Harwood supported the motion and it carried with a voice vote.

Council discussed the cost to replace the 1-ton truck to add it to the proposed budget for the general fund. Council is considering selling or trading the newest truck to help pay for the replacement. John Newton suggested \$55,000 as the budget line item for Capital Outlay. George Kintner motioned to add \$55,000 to Capital Outlay in the General Fund budget. Mark Price supported the motion and it carried with a voice vote.

Stephen Newton made a motion to approve the Budget for the General Fund for 2023-2024. Allison Harwood supported the motion and it carried with a voice vote.

George Kintner motioned to approve the Budget for Water for 2023-2024. Allison Harwood supported, and it carried with a voice vote.

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Russ Platt made a motion to approve the Budget for Sewer for 2023-2024. Mark Price and John Newton supported the motion and it carried with a voice vote.

George Kintner made a motion to approve the Budget for Major Streets for 2023-2024. John Newton and Stephen Newton supported, and it carried with a voice vote.

Mark Price motioned to approve the Budget for Local Streets for 2023-2024. Allison Harwood supported, and it carried with a voice vote.

President Russ Platt read a letter of resignation from Phyllis Worsley. John Newton made a motion to accept her resignation as Trustee. Allison Harwood supported, and it carried with a voice vote.

Russ Platt moved to appoint George Kintner as President Pro Tem. Mark Price supported the motion and it carried with a voice vote.

Allison Harwood motioned to post the opening for Trustee. Stephen Newton supported the motion and it carried with a voice vote.

The floor was once again opened for public comment. Dawna Popejoy requested permission to use her personal vehicle to do the meter reads. George Kintner made a motion to allow Dawna to use her vehicle for meter reads and reimburse her for mileage at the federal rate. John Newton supported, and it carried with a voice vote.

Emil Gravelle commented that what is done with the park if the Village does not want it anymore would be recorded in a Deed Restriction if there was one. He asked if they were hiring an Operator in Training for the water and sewer. John Newton responded that currently Laney Environmental is supplying the Operator in Training.

Allison Harwood made a motion to adjourn. Stephen Newton supported the motion, and it carried by a voice vote. The meeting was adjourned until March 14, 2023.

Respectfully Submitted,  
Casey Gravelle  
Village Clerk

\*ACCOMMODATIONS AVAILABLE UPON REQUEST\*  
Village of Waldron is an Equal Opportunity Provider & Employer  
TTY/TTD 711