

SUNFIELD VILLAGE COUNCIL
May 13, 2024
MEETING OF THE VILLAGE COUNCIL 2024-2025

MEETING HELD SUNFIELD PUBLIC LIBRARY

CALL TO ORDER: 7:06 PM

ROLL CALL: Present: Beers, Decker, Fox, McCoy, Morris and Peabody. Absent Steele

PLEDGE OF ALLEGIANCE AND PRAYER lead by President Decker.

TREASURER'S REPORT: Grosshans presented and reviewed with the council her new budget forms, including copies of bank statements, and other reports. She expressed the balances of her budget files matched that of the bank statements included in her report. The \$1 Misc entry for the sale of property to Eaton County Land Bank for old and decrepit buildings, and the reimbursement amount \$256 of equipment purchased for new accounting software. Grosshans asked if anyone had questions, and Fox remarked to give him additional time to review all the information. There were no further questions, so Decker asked for action. The motion was made by Peabody to accept the Treasurer report, seconded by Beers. Passed unanimously.

APPROVAL OF BILLS: The council took a moment to review the list of bills. Snedegar asked if the Marko Fuel receipts had been collected and Treasurer Grosshans said that she had placed them in the clerk's inbox earlier. It was then noted that the new village credit card was being used to make fuel purchases. DPW Manager Desgranges asked to present 3 bills to the council that he would like paid. Jeff Jackson for \$800 to install cutters and eve's at well house; \$9000 to Asphalt Made Easy who had filled all potholes through the village streets including the railroad crossing area; and the Marko's Fuel receipts. Motion made by Fox and seconded by McCoy to accept and pay the bills. Motion passed unanimously.

APPROVAL OF MINUTES: Peabody and Snedegar pointed out a paragraph error on page 3, 5th paragraph down was a copied entry error. Please strike this entire paragraph and void. Snedegar announced she would correct the paragraph error and distribute an updated copy to the council. Decker asked if there were any other questions or concerns. No action necessary. The motion was made by Morris and seconded by Beers to approve the April 2024 minutes. Motion passed unanimously.

EATON COUNTY SHERIFF REPORT: none to report

DPW: Desgranges report that brush clean up around the village was slowing down but mowing of grass continued. To his knowledge the Water Tower painting and repair were still on schedule for June. He reminded the council that there would be a meeting with the contractor awarded the bid, and engineering firm before the project began. He then asked for the council to consider taking the additional budgeted \$60,000 and allow for the installation of a recommended mixing unit (\$20,000 - \$25,000) and the installation of a generator system (\$8000-\$10,000). The mixer wasn't included in the bidding process but was a recommendation of the state inspection. The mixer will keep the water circulating instead of settling at the bottom of the water tower and forming rust build. Morris stated to his fellow council members that including these items were necessary and made the motion to accept the recommendation to purchase the mixer and generator for the water tower. The motion was seconded by McCoy. Decker asked for a vote. The purchase passed unanimously.

Desgranges then informed the council that he had located a local resident with a painting service and requested a quote to paint all buildings in the parks. This would include painting inside and out of concession stand, along with painting the vinyl siding matching the blue color of bleachers. The quote presented to him was \$35,000. The council called for more quotes. Morris and Decker expressed the possibility to rebuild the pavilion. After an in-depth conversation with the many concerns pertaining to the aging pavilion, Desgranges was asked to gather estimates to rebuild a pavilion that would be in larger size to allow more space for community activities.

Desgranges advised the council that Main Street would be swept this week, and that he was in the process of purchasing more flags to have installed prior to the upcoming Memorial Holiday. Decker announced further DPW reporting would continue under old business this evening. Guest Smith asked the question if the painting would include that of the village hall? Desgranges remarked he has some information on the repairs needed to the village hall building that can be addressed at the next meeting.

WATER & SEWER: Water and Sewer Clerk Waldo, wasn't present, but Grosshans reported that she had included in her treasurer report a current transaction report regarding account balances. Grosshans also announced to the council that Waldo would like the council to locate a replacement for this position by July 2024. Decker remarked this will be tabled till the June agenda.

OLD BUSINESS: Discussion of old business started with the ambulance service discussed from the April meeting. The Township continues to work on prospective contracts and costs. This moved the council into a conversation about the necessary financial costs to improve the park facilities and playground equipment. At one point the Township expressed collaborating with the Village to provide funding from their ARPA balance, but over time other resources in the Township management have been prioritized, therefore at this time it is undetermined the amount available to put forth in the park renovations and upgrades. Another recommendation was made to investigate grant funding and possibilities. Morris volunteered to investigate options. Decker asked the council to prioritize the pavilion, Fox reminding the council that the playground equipment was still being used and needed necessary improvements. No further action or discussion was taken on the matter of park improvements.

The conversation shifted to the matter of Ambulance Service the Township was deeply investigating. Guest McNees reviewed the highlighted matters of their current state of investigating a new contract with ambulance service to better service the community. Decker revisited the two ordinances pertaining to parking on the streets and the removal of junk and non-working vehicles abandoned throughout the community. A notice was made to all village residents regarding these matters some time ago in their water and sewer billing statements. Council members Morris and McCoy volunteered to act in speaking directly to homeowners on the actions they need to take to remove vehicles in non-working condition. Action to meet with property owners will be conducted this week on Wednesday or Thursday and include Decker. After much discussion among council members Ordinance No. 33 was tabled until further legal verification is made. The Code Enforcer for the Village of Sunfield will be council member Morris.

The final item of old business was the discussion of the election in November. Council seats McCoy and Steele are up for reelection, along with term of President. Decker took this time to announce to the council that she will not be seeking reelection and advised the council to begin efforts to fill the seat of President at the November 2024 election. A reminder that petitions for entry on the ballot are to be submitted by July 18, 2024. Petitions will be distributed at the June meeting.

NEW BUSINESS: Morris asked what the situation with the village website was, as it was inaccessible. Snedegar reported that she submitted to the council the initial costs to purchase the web address, build and host a website for the village. Because the Village didn't have a credit or debit card at that time, Snedegar was reimbursed for the fees to build and publish a website for the Village. This has recently expired. The intent was to ask the council to move this expense from her personal account to the village credit card at this meeting since the council approved for the new Treasurer to proceed in establishing this for the village. All council members agreed this was the necessary transaction. Morris then asked how soon this would be concluded. Snedegar announced to the council that bills would be paid on Wednesday at which time Grosshans could update the annual cost with the village credit card.

Guest McNees then asked for update of contact information on the website. This led Morris into questioning the hours in which a person was staffing the office. After a very detailed conversation by all parties, it was concluded that communication was lost on the matter of staffing the office. Decker announced that during the trial time of staffing the office by Beers and Trista McCoy there was only one person that visited the office, and they simply needed to know where to deposit their water and sewer payment. The justification was not definable. The decision was made that at this time a new sign would be posted stating office visits were by appointment only and the website would be updated as such. There are numerous signs at the village hall listing all council members phone numbers, as well as the contact information for DPW Manager, President, Treasurer and Clerk.

The item on the agenda of Keys and Oversight would be tabled for the June Meeting.

Decker announced to the council that the June 10, 2024, meeting was the same date as the Fire Department budget meeting. Grosshans reported that the Fire Department is looking for additional funding to purchase newer equipment. Fox volunteered to attend the June Fire Department meeting and represent the financial interest of the Village council. Past Treasurer Wacha informed the council that the increase the Fire Department is seeking would result in a withdraw from the General Fund of an additional \$13,000 landing at a total payment to them of \$39,000. The matter is tabled until Fox attends the meeting.

COORESPONDENCE: Decker read to the council a thank you card from Wacha acknowledging his retirement party and the forty plus years of memories and friendship he will forever cherish.

GUEST COMMENTS: Joanna Wellwood spoke on behalf of the Senior Lunches. She expressed their gratitude for our \$750 donation and their willingness to present to the council a financial report. Desgranges asked if the amount was sufficient? Decker noted that at this time the financial report wasn't necessary but to have it available if needed in future. McNees, who spoke on behalf of the Township stated that funds were being spent on further upgrades throughout the township and at this time unsure of any amount to assist in park upgrades and repairs as previously discussed before the council.

ADJOURNMENT: Motion made by Beers and seconded by Morris to adjourn. Motion carried unanimously. The meeting was adjourned at 9:15 PM.

Minutes taken and summarized by Tricia Snedegar, Village Clerk. This summary of minutes is not official until approved by the Village Council at the June 10, 2024, meeting.