

VILLAGE OF VERNON
MINUTES REGULAR COUNCIL MEETING OF THE VILLAGE COUNCIL
May 17, 2017 **7:00p.m.**

Meeting call to order at 7:00 p.m. by President Van Dusen

Present: Trustee Ethington, Kimmer, Pfeiffer, President Van Dusen

Absent: Trustee Mac Neill, Rosser, Winkowski

Approval of minutes of regular meeting April 19, 2017

Moved by Ethington, Seconded by Pfeiffer to approve the minutes of regular meeting April 19, 2017 as written.

Yeas: Trustee Ethington, Kimmer, Pfeiffer, President Van Dusen

Nays: None

Carried.

Approval of work session minutes May 3, 2017

Clerk will include in next meeting packet for approval.

Approval of bills and accounts

Moved by Ethington, Seconded by Kimmer to approve the bills and accounts as presented.

General Fund – Payroll \$16,470.58

General Fund \$23,806.91

Major Street Fund \$455.82

Local Street Fund \$455.81

DDA Fund \$32.30

Sewer Fund \$2,109.28

Yeas: Trustee Ethington, Kimmer, Pfeiffer, President Van Dusen

Nays: None

Carried.

Call to Audience

None

Regular Meeting Items of Business

1. **Car Show** – Moved by Kimmer, Seconded by Pfeiffer to approve the closure of Main St. from Walnut to Church St. for the annual Vernon Township Fire Department car show August 26, 2017.

Yeas: Trustee Ethington, Kimmer, Pfeiffer, President Van Dusen

Nays: None

Carried.

2. **DDA Appointment** – Moved by Kimmer, Seconded by Pfeiffer to approve the appointment of Stacey Waite to fill vacancy on board.

Yeas: Trustee Ethington, Kimmer, Pfeiffer, President Van Dusen

Nays: None

Carried.

3. **Summer Tax Admin Fee** – Moved by Pfeiffer, Seconded by Ethington to approve a 1% admin fee for the 2017 summer tax billing.

Yeas: Trustee Ethington, Kimmer, Pfeiffer, President Van Dusen

Nays: None

Carried.

4. **Personnel Handbook** – Council reviewed proposed changes and will forward to attorney for further review. Trustee Ethington will meet with Clerk Glass to address questions regarding the changes prior to sending to Attorney.

5. **Records Retention Schedule** – Moved by Kimmer, Seconded by Pfeiffer to approve the adoption of the most recent records retention schedules issued from the State of Michigan.

Yeas: Trustee Ethington, Kimmer, Pfeiffer, President Van Dusen

Nays: None

Carried.

6. **Ice Grant** – President Van Dusen explained that the Village has received a formal invitation to continue on in the grant process. No official award has been given. President Van Dusen and Clerk Glass also explained that with Clerk Glass passing the certification from the State she will be able to act as the grant administrator. Environmental review will follow grant administrator procurement.

Correspondence

1. **Paul Hubble, Police Chief** – Council reviewed the April 2017 Police Report. Trustee Ethington questioned how the cruiser is being washed. It was his understanding that the department does not have access to quarters to wash at the M71 car wash. Clerk Glass informed them that she was under the impression that the Chief was going to ask the DPW to start washing in house and never heard any other discussion. Clerk Glass also informed that we still had over \$100 in car wash vouchers for M71 car wash that are no longer good and no one has contacted the owners to discuss honoring them. Clerk Glass stated the Village does not have a petty cash fund to utilize and she explained to Chief Hubble previously that she could reimburse anyone who paid for the car to be washed if they turned in an expense voucher or they could also take the cruiser to Ed Standard in Durand and put on our account. Clerk Glass will work to resolve the issue.
2. **Trevor Graves, DPW Superintendent** – Council reviewed the April 2017 DPW Report
3. **Memorial Day** – President Van Dusen thanked all the volunteers for helping with parade.

Reminders

DDA Meeting May 18	5:30 p.m.
Village Sales May 18-20	
Memorial Day Parade May 29	11:00 a.m. (line-up 10:00 a.m.)
Council Meeting June 21	7:00 p.m.
Archery June 5	6:30 p.m.

CALL TO AUDIENCE

None

Moved by Ethington, Seconded by Pfeiffer to adjourn the meeting at 7:34 p.m. All yeas. Carried.

Ellen R. Glass – Village Clerk