

VILLAGE OF LAKE ODESSA
REGULAR COUNCIL MEETING
February 16, 2015
PAGE MEMORIAL BUILDING

Meeting called to order at 7:00 p.m. by President Banks.

Pledge of Allegiance.

Council present: Janet Thomas, Mike Brighton, Patti Caudill, Karen Banks, Charles Jaquays, Mike Rudisill, Mel McCloud

Absent: None

Staff present: Mark Bender, Pearl Goodemoot

Visitors present:

Motion by Rudisill, support by Caudill to approve the agenda as presented. Motion carried.

PUBLIC COMMENT

There was no public comment.

MINUTES

Motion by McCloud, support by Thomas to approve the regular meeting minutes for January 12, 2015. Motion carried.

BILLS

Motion by Rudisill, support by Thomas to approve expenditures equal to or less than \$1,500.00 for the period 01/01/2015 thru 01/31/2015. Motion carried.

Motion by McCloud, support by Rudisill to approve payment of invoices in excess of \$1,500.00 items as follows:

- a) Consumers Energy - \$1,844.13
- b) Fuelman - \$1,989.42
- c) Homeworks - \$2,714.00
- d) Ionia County Road Commission - \$2,672.86
- e) Peerless Midwest, Inc. - \$1,800.00
- f) AIS Construction - \$2,059.08

Motion carried.

CONSENT AGENDA

Motion by McCloud support by Thomas to approve the consent agenda, as follows:

- a) Lake Odessa Zoning Report for January 2015
- b) Lakewood Wastewater special meeting minutes for January 13, 2015 and regular meeting minutes for January 21, 2015
- c) Lake Odessa Area Arts Commission corrected minutes for December 8, 2014 and minutes for January 17 and February 9, 2015
- d) Lake Odessa Fire Board minutes for November 11, 2014, financials and run report

Motion carried.

MANAGER'S REPORT

Police Report: Bender stated that everything has been routine.

DPW Report: Bender stated that everything has been routine.

Finance Report: Bender reported that the audit engagement letter has been signed and appreciated Janet Thomas's volunteer work in the office.

COMMITTEE REPORTS:

Personnel/Finance Committee: There was no report.

Recreation/Special Projects Committee: There was no report.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

Motion by McCloud, support by Thomas to open public hearing at 7:10pm on Ordinance #2015-2 updating Cross Connections. Motion carried.

There was no public comment.

Motion by Jaquays, support by Thomas to close public hearing at 7:11pm on Ordinance #2015-2 updating Cross Connections. Motion carried.

Motion by McCloud, support by Caudill to adopt Ordinance #2015-2 updating Cross Connections as presented. Motion carried with the following roll call vote: Yes: McCloud, Jaquays, Thomas, Brighton, Rudisill, Caudill, Banks; No: None.

Motion by McCloud, support by Caudill to adopt Resolution #2015-4 Budget Resolution. Motion carried with the following roll call vote: Yes: Brighton, Rudisill, Caudill, McCloud, Jaquays, Thomas, Banks; No: None. The resolution is as follows:

WHEREAS anticipated revenues for the Village of Lake Odessa (“the Village”) for the Fiscal Year 2015-16 will total \$2,632,610.00; and

WHEREAS a budget has been prepared for the expenditure, distribution and allocation of such revenues during Fiscal Year 2014-15 totaling \$2,632,610.00, as set forth in the attached Exhibit A; and

WHEREAS a public hearing with regard to said budget was duly noticed and held by the Lake Odessa Village Council (“Village Council”) on February 16, 2015, in accordance with Michigan statute, and opportunity was given to all present to comment upon the same; and

WHEREAS the Village Council is now satisfied that the Fiscal Year 2015-16 budget as originally proposed is reasonable and in the best interest of the government of the Village;

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Village Council hereby adopts the aforementioned budget, subject to such changes as may subsequently be found to be necessary by the Village Council as a result of changes in anticipated receipts and/or unanticipated changes in expenditures which are either unavoidable or determined by the Village Council to be in the best interest of the Village, and which can be met out of surplus funds or a reallocation of budget expenditures.

BE IT FURTHER RESOLVED that it is the express intent of the Village Council that the aforementioned budget shall be adopted and managed by appropriation accounts.

Effective Date: This resolution shall become effective February 16, 2015.

RESOLUTION DECLARED ADOPTED.

Motion by Thomas, support by Rudisill to adopt Resolution #2015-5 General Appropriations Act Resolution. Motion carried with the following roll call vote: Yes: McCloud, Jaquays, Thomas, Brighton, Rudisill, Caudill, Banks; No: None. The resolution is as follows:

The Lake Odessa Village Council resolves:

Section 1: Title

This resolution shall be known as the Village of Lake Odessa General Appropriations Act.

Section 2: Chief Administrative Officer

The Lake Odessa Village Manager shall be the Chief Administrative Officer and shall perform the duties of the Chief Administrative Officer enumerated in this act.

Section 3: Fiscal Officer

The Lake Odessa Clerk/Treasurer shall be the Fiscal Officer and shall perform the duties of the Fiscal Officer enumerated in this act.

Section 4: Public Hearing on the Budget

Pursuant to MCL 141.412, notice of public hearing on the proposed Fiscal Year 2015-16 budget for the Village of Lake Odessa was published in a newspaper of general circulation, and a public hearing on said proposed budget was held by the Lake Odessa Village Council on February 16, 2015.

Section 5: Estimated Revenues

Estimated Village revenues for Fiscal Year 2014-15, including a general operating millage of 10.90270, a street repair millage of 4.88620, and various miscellaneous revenues shall total \$2,632,610.00.

Section 6: Millage Levy

The Lake Odessa Village Council shall cause to be levied and collected the general property tax on all real and personal property within the Village upon the current tax roll an amount equal to 15.78890 mills, including a general operating millage of 10.90270 and a street repair millage of 4.88620.

Section 7: Estimated Expenditures

Estimated general fund expenditures for Fiscal Year 2014-15 for the various activities of the Village shall total \$2,632,610.00.

Section 8: Adoption of Budget by Reference

The Fiscal Year 2015-16 general fund budget of the Village is hereby adopted by reference, with revenues and expenditures as indicated in Sections 5 and 7 above.

Section 9: Adoption of Budget by Account

The Lake Odessa Village Council adopts the Fiscal Year 2015-16 budget by appropriation account. The Village officials responsible for expenditures authorized in the budget may expend Village funds up to, but not to exceed, the total appropriation authorized for each appropriation account, and may make transfers among the various line items contained therein. However, no transfers of appropriations for line items related to wages or salaries may be made without Village Council approval by budget amendment.

Section 10: Appropriation not a Mandate to Spend

Appropriations will be deemed maximum authorizations to incur expenditures. The Fiscal Officer shall exercise supervision and control to ensure that expenditures are within appropriations, and shall not issue any order for expenditures that exceed appropriations.

Section 11: Transfers

Transfers of any unencumbered balance, or any portion, in any appropriation account to any other appropriation account may not be made without amendment of this resolution; except that the Chief Administrative Officer may transfer to the Local Street Fund an amount not to exceed 50% of the total appropriation authorized in the Major Street Fund, in accordance with the laws of the State of Michigan. The Village Council shall be notified at its next meeting of any such transfer made, and reserves the right to modify, amend or nullify any such transfer. Under no circumstances may the total general fund budget be changed without prior approval of the Village Council.

Section 12: Periodic Fiscal Reports

The Fiscal Officer shall make available to the Village Council at the end of each month a report of financial operations, including, but not limited to:

- a. a summary statement of the actual financial condition of the general fund at the end of the previous month;
- b. a summary statement showing the receipts and expenditures for the previous month and for the current fiscal year to the end of the previous month.

Section 13: Limit on Obligations and Payments

No obligation shall be incurred against and no payment shall be made from any appropriation account unless there is a sufficient balance in the account and sufficient funds are or will be available to meet the obligation.

Section 14: Budget Monitoring

Whenever it appears to the Chief Administrative Officer or the Village Council that the actual and probable revenues in any account will be less than the estimated revenues upon which appropriations from such account were based, and when it appears that expenditures shall exceed an appropriation, the Chief Administrative Officer shall present to the Village Council recommendations to prevent expenditures from exceeding available revenues or appropriations for the current fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues or both.

Section 15: Violations of this Act

Any obligation incurred or payment authorized in violation of this resolution shall be void and shall subject any responsible official(s) or employee(s) to disciplinary action as outlined in 1978 PA 621.

Effective Date: This resolution shall take immediate effect.

RESOLUTION DECLARED ADOPTED.

Motion by Caudill, support by Jaquays to approve the Capital Improvement Plan as presented. Motion carried.

Motion by McCloud, support by Rudisill to approve the 2015-2016 Fiscal Year Fire Department Budget as presented. Motion carried.

Motion by McCloud, support by Caudill to approve the 2015-2016 Fiscal Year Arts Commission Budget as presented. Motion carried.

Motion by McCloud, support by Caudill to approve the 2015 CenterPoint Gas Contract as presented. Motion carried.

Motion by Caudill, support by Brighton to approve the purchase of a generator for the Page Building from Cummins Bridgeway, LLC in the amount of \$14,627.00. Motion carried.

Motion by Caudill, support by Rudisill to approve the electrical work for the Page Building generator from Buist Electric in the amount of \$6,900.00. Motion carried.

MISCELLANEOUS CORRESPONDENCE

Correspondence was received from Mattie Cook, Ionia Sentinel Standard.

TRUSTEE COMMENTS

A special meeting was scheduled for February 26, 2015 at 6:00pm.

McCloud had nothing to report.

Jaquays had nothing to report.

Thomas had nothing to report.

Brighton had nothing to report.

Rudisill had nothing to report.

Caudill had nothing to report.

Banks had nothing to report.

PUBLIC COMMENT

There was no public comment.

Motion by Thomas, support by Jaquays to adjourn. Motion carried; meeting adjourned at 8:03pm.

Respectfully submitted,

Pearl Goodemoot
Village Clerk / Treasurer