

Newberry Village Council  
Regular Meeting Minutes  
January 16, 2017

**Present:** President DeWitt, Trustees: Baynton, Brown, Hendrickson, Medelis, Clerk Schummer.

**Absent:** Zimmerman.

**Also Present:** Superintendent Vallad, Fire Chief Wendt, Jennifer James-Mesloh, Michelle Clark, Michelle Baynton, Harold Dishaw, and Jim Diem.

**Call to Order:** President DeWitt called the meeting to order at 6:00 p.m. at the Village of Newberry Administration building. The Pledge of Allegiance was recited.

**President's Minute:** DeWitt welcomed the new Village Manager, Jennifer James-Mesloh who will officially begin in that position January 17, 2017. DeWitt stated that one person, Harold Dishaw, submitted a letter of interest in filling the vacant Village Trustee position. President DeWitt appointed Mr. Dishaw to the Trustee position and Clerk Schummer administered the Oath of Office. DeWitt also talked about the efforts to restore the Christmas lights. They are looking for ways to raise funds for materials and for seamstresses who will donate their time to sew new covers for the bells.

**Minutes: Moved** by Hendrickson, support by Brown, **CARRIED**, to approve the December 19, 2016, regular meeting minutes. Ayes: Baynton, Brown, Hendrickson, Medelis, DeWitt. Abstain: Dishaw. Absent: Zimmerman.

Moved by Medelis, support by Hendrickson, **CARRIED**, to approve minutes from the Special Meeting held December 21, 2016, for the purpose of interviewing candidates for Village Manager position. Ayes: Baynton, Hendrickson, Medelis, DeWitt. Abstain: Brown, Dishaw. Absent: Zimmerman.

**Bills:** Moved by Medelis, support by Brown, **CARRIED**, to approve the December 2016 bills as presented. Discussion followed. Ayes: Baynton, Brown, Hendrickson, Medelis, DeWitt. Abstain: Dishaw. Absent: Zimmerman.

**Guest Comment:** None.

**Management Reports:**

- A.) **Treasurer Report:** The treasurer report was presented and after a brief discussion it was accepted as read.
- B.) **Fire Chief:** Chief Wendt gave the report. Wendt presented the Board with a quote from Ginnever Electric to change lights at the fire hall from fluorescent to LED bulbs and replace the outside wall packs to LED. The quote is for \$4,970.95. There is money in the budget for this upgrade so the project will move forward. Wendt questioned the bill for a landline phone, billed to the Fire Department revolving fund. President Dewitt will look into the bill and report on it. The department hired 6 new firemen, so there is now a full roster of 27.
- C.) **Superintendent:** Vallad gave a verbal report that included: A motor burned-up at the WWTP, one that was installed 14 months ago. The warranty was for 12 months,

however a problem of leaking was noted 3 months after installation. Chuck Lawson and Vallad are working with the contractors to work out the issue. Village received approximately \$35,500 in capital credit from Cloverland Electric. Council Actions taken: Moved by Brown, support by Baynton, **CARRIED**, to approve the extension of the contract with Trees Inc. to 2017 and 2018. Ayes: All. Absent: Zimmerman. Moved by Dishaw, support by Brown, **CARRIED**, to authorize Water & Light Board Chairman, Medelis, to sign the Standards of Conduct Agreement with American Transmission Company after being approved by the attorney. If the attorney makes any changes, the agreement would have to come back to Council for approval. Ayes: All. Absent: Zimmerman.

D. Village Manager: Interim Manager DeWitt gave the report. He has been working to closeout the Victory Way project. DeWitt will address the rate of pay of the two office personal who were compensated with a raise during the time the Village was without a Village Manager. The pay rate will return to the original rate with the new Manager starting January 17<sup>th</sup>. Superintendent Vallad thanked DeWitt for taking on the job as interim Village Manager, stating Dewitt went above and beyond taking on the job with no pay and doing it so well.

**Committee Reports:**

- A.) DPW/WWTP Committee: None.
- B.) Finance Committee: None.
- C.) Management Committee: None.
- D.) Fire Committee: None.
- E.) Tahquamenon Outdoor Rec Complex Committee: Minutes were presented from the meeting held January 11, 2017.
- F.) Strategic Health Alliance: None.
- G.) Water & Light Board Rep's Report: Medelis commended Superintendent Vallad on his work in lowering the percentage of loss in regards to water pumpage. Loss percentage is down from as high as 70% to 29%. Vallad stated his goal is to get it down to 15%. Medelis stated as far as electric, we didn't save as much as we thought we would with the new supplier, but we did save \$124,000.
- H.) Rising Tide: A meeting is scheduled for January 17<sup>th</sup> at 10:00 a.m. Brown discussed the Village website and the issue of paying the final bill before the website is complete. Manager James-Mesloh stated she would contact the website developer to discuss what needs to be done to finish it up.

**Unfinished Business:** None.

**New Business:**

- A. WWTP Improvement: DeWitt reported that Chuck Lawson reviewed the TriMedia noise report and said that it was up to the Village whether they wanted to take action on it or not. DeWitt stated the there had been some changes made to the ARCH take-over agreement and the attorney will review it before it is signed.
- B. C2AE Invoices:
  - a. Moved by Brown, support by Hendrickson, **CARRIED**, to pay when paid, C2AE invoice #63616 for a total of \$4,769.00. Ayes: Baynton, Brown, Hendrickson, Medelis, DeWitt. Abstain: Dishaw. Absent: Zimmerman.
- D. Water Rate Discussion: Special meeting to be called.

E. Electric Rate Discussion: Special meeting to be called.

DeWitt stated he would be making Committee appointments at a later date considering having just filling the Trustee and the Manager positions.

Trustee Dishaw had a question regarding the General Fund Financial Summary, in particular printing and publishing. Discussion followed.

**Public Comment:** Jim Diem asked how many applicants there were for the position of Village Manager. He was advised that there were 10 applications, 5 were interviewed and two had a final interview, resulting in the hiring of Jennifer James-Mesloh.

**Adjourn Meeting:** Moved by Medelis, support by Hendrickson, **CARRIED**, to adjourn the meeting at 7:13 p.m. Ayes: All. Absent: Zimmerman.

These minutes are unofficial until voted on at the next meeting.

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Terese Schummer, Clerk

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John Dewitt, Village President