

**Village of Pinckney
Regular Council Meeting
December 10, 2018**

The President called the meeting to order in the Village Council Chambers at 220 S. Howell, Pinckney at 7:51 pm on December 10, 2018.

ROLL CALL:

Present: Foster, Kinczkowski, Tibus, Vedder and Lavey

Absent: Kauserud

Also Present: K. Bilko (Accountant), M. Brunner (Treasurer/Zoning), S. Mills (DPW), J. Newton (Police), A. Salowitz (Clerk), D. Stoker (Attorney)

PLEDGE OF ALLEGIANCE

PUBLIC FORUM:

Lavey opened public forum at 7:51 pm. No one wished to speak. Closed at 7:51 pm.

CONSENT AGENDA:

Vedder requested that Financials be removed from Consent as they have not been presented.

Motion by Vedder to accept the Consent Agenda as amended; Seconded by Foster

Yeas: Foster, Kinczkowski, Tibus, Vedder and Lavey

Nays: None

Absent: Kauserud

Motion carried in a roll call vote.

PRESIDENT'S REPORT:

- Light Up the Park was last Saturday. Under new leadership and looked successful.
- Wreaths Across America will be held this coming Saturday, December 15th. Program is promptly at noon.
- This is the last Council meeting of 2018
- Village Hall will be closed from December 21st thru January 1st; reopening January 2nd at 8AM. Police and DPW will operate as usual.
- We have not found the right person for the Clerk position since Prichard had to resign. We will repost the job in January.

UNFINISHED BUSINESS:

AGENDA:

1. Trustee Appointment

Lavey recommended the appointment of Brian Matson to a term ending November 2020.

Motion by Foster to accept the recommendation of Brian Matson to Village Council Trustee; Seconded by Kinczkowski

Yeas: Foster, Kinczkowski, Tibus, Vedder and Lavey

Nays: None

Absent: Kauserud

Motion carried in a roll call vote

Mr. Matson was sworn in by the Clerk

2. Audit Presentation

Pat Hanniford thanked Salowitz and Bilko for all of their efforts with regard to the audit.

The auditors were offering a "unqualified opinion", the highest opinion possible.

He indicated that the staff works very well with regard to the accounting practices. He is looking forward to another great year.

3. Technical Standards Waiver Request

The Zoning Board of Appeals indicated that their actions on the waiver request would be consistent with Council's actions.

Discussion ensued on options and reasons why to have these features. Applicant's representative noted that he thought the option for the clean out was already there. Mills indicated that this is the first he has heard of this.

Motion by Foster to grant partial waiver with regard to Option #2 findings #1 and #2 and be it further resolved that the remaining waiver requests would be tabled until January 14, 2019 while more information is gathered; Seconded by Tibus

Option #2 Findings 1 & 2 -"BE IT RESOLVED that the Pinckney Village Council hereby finds, with respect to the request for waivers requested by Alan and Jacqueline Ostlund of 187 Darwin, Pinckney, MI 48169, from the Technical Standards of the Village of Pinckney, being Pinckney Technical Standards Sections 10.2, D and E (The approach width and aisle widths for parking areas); 6.4 B (Monitoring Manholes); 6.11 H (Cleanout); and 6.12 K, (Grease Trap), for the property located at 211 Main Street, Pinckney, MI 48169, and legally described as:

SEC. 22 T1N, R4E, VILLAGE OF PINCKNEY ORIGINAL PLAT B 4-R 3 E 37 FT. OF LOT 1, LOTS 7 8 (Property Tax Code No. 4714-22-404-004),

as follows:

1. The unusual circumstances that are exceptional include the fact that the physical constraints of the site and the limited number of spaces in this lot, require a waiver allowing the traffic ways to be 20 feet in width.
2. Given the proximity of the building to the right-of-way line and overall configuration of the parcel, this is a unique property and not all requirements of the Technical Standards can be satisfied."

Yeas: Foster, Kinczkowski, Matson, Tibus, Vedder and Lavey
 Nays: None
 Absent: Kauserud
 Motion carried in a roll call vote.

4. Committee Appointments 2019

Salowitz noted that only Vedder had responded to her request for interest in specific committees. Lavey asked individuals to offer their interest and commitment. The following was the established slate:

Committee	Nominees	
Asset Management	Tibus	
Brownfield Board	Kinczkowski	
Budget	Tibus	Vedder

<i>EDC/Spark</i>	Foster	
<i>Historic</i>	Matson	
<i>Parks</i>	Foster	Vedder
<i>Personnel</i>	Kauserud	Vedder
<i>PCYDI</i>	Kauserud	
<i>Planning Commission</i>	Kinczkowski	
<i>Police</i>	Tibus	Vedder
<i>Pro Tem</i>	Foster	
<i>Sewer & Water</i>	Kinczkowski	Kauserud
<i>Streets & Sidewalks</i>	Kinczkowski	Matson

Lavey recommended the slate (as above).

Motion by Kinczkowski to accept the slate as recommended; Seconded by Foster.

Yeas: Foster, Kinczkowski, Matson, Tibus, Vedder and Lavey

Nays: None

Absent: Kauserud

Motion carried.

5. Snowbird Rate for 2019

Motion by Kinczkowski to accept the recommended 2019 Snowbird Rate of \$10 per quarter; Seconded by Tibus

Yeas: Foster, Kinczkowski, Matson, Tibus, Vedder and Lavey

Nays: None

Absent: Kauserud

Motion carried.

6. Telecommunication Policy

Lavey presented a sample policy and sample agreement. Great deal of discussion on IT security. Vedder questioned if a formal policy was necessary. Stoker said, "not necessary, but prudent".

Council would like to see the policy refer back to the Employee Manual and the Computer Policy.

Foster suggested adding a subsection on security referencing teleworkers commitment to utilizing security system protocols as outlined by the villages IT provider. It was suggested that this language be added under Equipment and Tools too.

Agreement should address communication and submittal of approved expense receipts.

Motion by Foster to adopt the policy with changes under equipment & tools, computer use and the addition of "other policies as established in the employee manual"; Seconded by Matson

Yeas: Foster, Kinczkowski, Matson, Tibus, and Lavey

Nays: Vedder

Absent: Kauserud

Motion carried.

Motion by Foster to empower the Village President to negotiate a telework agreement with the current Clerk as long as the agreement reflects changes as discussed; Seconded by Matson

Yeas: Foster, Kinczkowski, Matson, Tibus, and Lavey
Nays: Vedder
Absent: Kauserud
Motion carried.

7. Capital Improvement Transfers Resolutions

Motion by Foster to accept the Resolution that the following the expenditures from FY2018 can be transferred to Capital Replacement -Savings and allocated to specific areas as outlined;

Transfer from General Fund balance to Capital Improvement Savings:	
\$5,000	Village Hall Savings – Roof Project
\$66,465	DPW – 4 door truck
\$10,000	DPW – Fencing
\$5,500	DPW – Concrete Breaker
<u>\$7,000</u>	<u>DPW – Leaf & Brush Equipment</u>
\$93,965	TOTAL GENERAL FUND TRANSFER

Transfer from DDA Fund balance to Capital Improvement Savings – DDA:	
<u>\$18,000</u>	<u>For Bond payments</u>
\$18,000	TOTAL DDA FUND TRANSFER

Seconded by Kinczkowski
Yeas: Foster, Kinczkowski, Matson, Tibus, Vedder and Lavey
Nays: None
Absent: Kauserud
Motion carried in a roll call vote

Motion by Foster to accept the Resolution that the following budgeted expenditures for FY 2019 can be transferred to Capital Replacement Savings and allocated to specific areas as outlined:

Transfer from General Fund Revenue 101-000.000-401.000 to Capital Improvement Savings:	
\$25,000	Village Hall Savings – Parking Lot
<u>\$18,000</u>	<u>DPW- Leaf & Brush Equipment</u>
\$43,000	TOTAL GENERAL FUND TRANSFER

Transfer from DDA Fund Revenue 248-000.000.401.000 to Capital Improvement Savings – DDA:	
<u>\$1,500</u>	<u>DDA</u>
\$1,500	TOTAL DDA FUND TRANSFER

Seconded by Kinczkowski
Yeas: Foster, Kinczkowski, Matson, Tibus, Vedder and Lavey
Nays: None
Absent: Kauserud
Motion carried in a roll call vote

8. OPEB Review and MERS fund allocation recommended change

Bilko presented the summary of the first OPEB actuarial review. This will be an on-going review that will take place around the same time as the audit. Actuary is recommending, supported by the auditors, that the village move their funds to 100% Total Market Fund investment.

Motion by Kinczkowski to accept the recommendation as presented and authorize the Village President to sign required paperwork for the change; Seconded by Tibus.
Yeas: Foster, Kinczkowski, Matson, Tibus, and Lavey
Nays: Vedder
Absent: Kauserud
Motion carried in a roll call vote.

TRUSTEE FORUM –

- Foster noted that she brought information on a “change makers” workshop. She also noted that the lame duck session is considering a measure that would not allow state environmental regulation to be more stringent than those on the Federal level.
- PPHH Holiday Party at Zukey Lake Tavern on Wednesday evening.
- Village Christmas Party and White elephant on Wednesday, December 19th
- Salowitz thanked Council for the opportunity and wished them well. They will be missed.

PUBLIC FORUM

Opened and closed at 9:39 pm
Meeting Adjourned at 9:39 pm

Approval Date _____

Respectfully Submitted,

Amy Salowitz, CMMC
Village Clerk

Linda E. Lavey
Village President