

Regular Meeting
Village of South Range

April 6th, 2023

The Regular Meeting of the Common Council of the Village of South Range was called to order at **6:30 p.m.** by President George Eakin.

Present: George Eakin, Therese Parolini, Paul Saaranen, Greg Harkonen, Meredith Carney, Kristen Archambeau, Craig Burkman S.C.,

Absent: Cody Bonini & Tim Korby

Guests: Justin Marier, Craig Hamlin, John Kerttu, Glenn Anderson, Jacob Lundin, Brandon Skewes, Kody Maki, Dave Swetich

Recognition of Guests:

- **Glenn Anderson**
-Wanted to remind everyone about the May 2nd election/millage renewal
- **John Kerttu**
-Discussed his bill

Approval of the March 2, 2023 Budget Meeting Minutes

Trustee Paul Saaranen moved to approve the Minutes from March 2, 2023.

Trustee Greg Harkonen seconded the motion.

Yeas: George Eakin, Paul Saaranen, Greg Harkonen, & Meredith Carney

Nays: None

Abstain: Therese Parolini

Approval of the March 2, 2023 Regular Meeting Minutes

Trustee Greg Harkonen moved to approve the Minutes from March 2, 2023.

Trustee Meredith Carney seconded the motion.

Yeas: George Eakin, Paul Saaranen, Therese Parolini, Greg Harkonen, & Meredith Carney

Nays: None

Approval of the March 16, 2023 Budget Meeting Minutes

Trustee Paul Saaranen moved to approve the Minutes from March 16, 2023.

Trustee Therese Parolini seconded the motion.

Yeas: George Eakin, Paul Saaranen, Therese Parolini, & Meredith Carney

Nays: None

Abstain: Greg Harkonen

Minutes submitted by: Kristen Archambeau, Village of South Range Clerk

Street Commissioner Report(Presented by CraigBurkman)

- *Wastewater Test coming up in May.
- *Wastewater and Water Conferences are coming up and employees will be attending.
- *Equipment Spec/Price Comparison
- *20% of the Village mains need to be dug up
- *End of May or beginning of June, tank work will be begin at the Village Garage and they will have no access from the front of the main office building.

Village President Report:

Village President George Eakin updated the Council with the following:

- Concerning the ball field ATV/parking lots: would like the recreation committee to plan a workshop to discuss specifics with this.
- EGLE has been in town conducting more ground water testing
- President stopped in at the Village Garage recently, the guys have done a nice job painting and organizing. We truly have an awesome crew, and Kristen also helps them a lot as well.
- Concerning committee meeting's I feel they need to be held after hours, at least those that deal with employee wages.
- Has been in contact with Congressman Bergman's office concerning the issue with EGLE & the drainage ditch. Changes to the Committees have been made due to the filled Council Seats.
- Suggested using committees for specific issues that arise when possible as 3 hour meetings are a bit much. Recently he has been attending Houghton City Council meetings (they have 2 per month), each one is only one hour. Suggested that Council can also meet with him in the Village office to discuss something if they would like.

Clerk's Report

- We completed our final payment to OPUS Web to work on the final steps of the new website
- Farmer's Market will start the day after Memorial Day, Gina Kerr will have her farm items including Veggies, jams, jellies, pork, lamb and beef from the Mattila farm. New vendor Arcadian Hill Handmade will have soap & skin products.
- Just received our survey results that were submitted a couple months ago to EGLE for rates.
- Barry Gaudette finished our audit from the 2022 year.
- All necessary paperwork was submitted to the USDA for annual compliance, including the audit.
- Passed my needed MISS DIG certification for accessing their system.
- This month I will be working on Quarterlies and ARPA annual submission.
- Thank you to Public Works for helping get the unused desk area cleaned up.

Additions to the Agenda

*Village Employee Handbook

Action Items:

Drainage

*No new updates

Commercial Lot Bids

*No bids were received, no motion to repost Commercial Lot.

Equipment

The Village Council looked over the (3) requested bids for a new loader. Council would like to see what trade in values from the (3) companies will be. The Public Works Department will work on those for the next meeting.

Wages

The Finance Committee discussed their suggested wage increase of 1.5%. Their suggestion comes after looking into other municipality wages, job duties, budget, etc. After Council discussions and community input, no decision was made.

Trustee Greg Harkonen made a motion to table wages.

Trustee Therese Parolini seconded the motion.

Yeas: George Eakin, Paul Saaranen, Therese Parolini, Greg Harkonen, & Meredith Carney

Nays: None

UPSET Donation

*Representative for UPSET not in attendance, no donation motion made.

Certificate of Compliance Requests

1. Lundin-request for solar panels

Trustee Meredith Carney made a motion to approve the Solar Panel Request.

Trustee Greg Harkonen seconded the motion.

Yeas: George Eakin, Paul Saaranen, Therese Parolini, Greg Harkonen, & Meredith Carney

Nays: None

2. Aho-request for home & garage additions if property purchased from their family

Trustee Therese Parolini made a motion to approve the additions request.

Trustee Paul Saaranen seconded the motion.

Yeas: George Eakin, Paul Saaranen, Therese Parolini, Greg Harkonen, & Meredith Carney

Nays: None

3. Hamlin-request to build a Home/Garage on recently purchased lot

Trustee Meredith Carney made a motion to approve the new home/garage building request.

Trustee Therese Parolini seconded the motion.

Yeas: George Eakin, Paul Saaranen, Therese Parolini, Greg Harkonen, & Meredith Carney

Nays: None

4th of July Donation

Trustee Greg Harkonen made a motion to donate \$1,500.00 to the 4th of July Committee.

Trustee Meredith Carney seconded the motion.

Yeas: George Eakin, Paul Saaranen, Greg Harkonen, & Meredith Carney

Nays: None

Abstain: Therese Parolini

Paving

*No motion was made for paving. The Public Works Department will look at areas of concern and present them to Council at the May 2023 Regular Meeting.

Additions to the Agenda

***Handbook**

Finance Committee requests suggested changes to the handbook, and for the changes to be gone over with the Village Attorney and President George Eakin.

Change requests are as follows:

1. Cover Sheet
2. List page numbers
3. CDL maintenance
4. Complaints should be in writing by employees
5. Wages
6. Sexual Harassment Policy

The Finance Committee would also like for President Eakin to check into Federal and State Guidelines for lunch breaks for the Clerk, and would need to extend Clerk Office hours by 30 minutes, as it would be unpaid. The Clerk does not take a designated lunch.

Trustee Therese Parolini, also wanted to make sure that all employees who choose cash in lieu, have a letter in their file with that request.

Trustee Greg Harkonen made a motion to approve the changes with the contingency that the Village Attorney approves the changes.

Trustee Meredith Carney seconded the motion.

Yeas: George Eakin, Paul Saaranen, Therese Parolini, Greg Harkonen, & Meredith Carney

Nays: None

Payment of the Bills

Trustee Paul Saaranen made a motion to pay the bills totalling **\$50,089.47**

With \$43,009.04 in old bills, and \$7,080.43 in new bills.

Trustee Greg Harkonen seconded the motion.

Yeas: George Eakin, Paul Saaranen, Therese Parolini, Greg Harkonen, & Meredith Carney

Nays: None

Poll of Trustees

Paul: Appreciated the Council room being cleaned out.

Suggested the Council donates towards the bakery for meetings, as the Clerk pays for the items.

Therese: Is taking a Planning & Zoning Class. Requested reimbursement of \$250 for the class.

Meredith: Stated that Council should be professional during meetings.

Adjournment

Trustee Paul Saaranen moved to adjourn the Regular Meeting at 8:18 p.m.

Trustee Meredith Carney seconded the motion.

Yeas: George Eakin, Paul Saaranen, Therese Parolini, Greg Harkonen, & Meredith Carney

Nays: None