

**The Village of Lexington Council held a Committee of the Whole Meeting Tuesday, March 13, 2018 in the council chambers of the Village Hall, 7227 Huron Avenue, Lexington, MI 48450.**

**Committee of the Whole Meeting Called to order** at 7:00 p.m. by President Kaatz

**Roll call taken by** Clerk, Beth Grohman.

**Present:** Fulton, Beardslee, Adams, Schultz, Muoio, Ehardt, Kaatz

**Absent:** None

**Others present:** Beth Grohman, Heiden, Scott, Owen, and three citizens

**Public comment:**

Tootie Reckinger – 5203 Main Street Lot 98- Commented on the Community Center Appraisal

**APPROVAL OF THE AGENDA** –Motion by Schultz, seconded by Ehardt, to approve the agenda as amended, removal of K. DPW Garage Back Shop Heater Replacement, replace with Impound Ordinance Discussion.

All Ayes

Motion carried

**BUSINESS**

**ADMINISTRATION**

**A. INVOICE – KELLY LAW FIRM** - Moved to consent agenda for approval.

**B. RESOLUTION 2018-02 CAPITOL IMPROVEMENT PLAN** – Language amendments. Moved to Council Agenda for approval.

**C. UNDERFUNDED PENION**- Kaatz reported she is waiting for clarification from the auditors whether the Village is within the perimeters, Village at 61.3% which over the 60% funded. Waiver is required to be filed by April 16, if necessary.

**D. FINANCIAL ADVISOR** – Kaatz and Heiden met with the USDA – Funding Department – Village if not qualified to apply for any grant funding for sewers. We can qualify for up to 1.6 Million in water for improvements. Heiden reported there are issues with water and sewer that need improvements, filters, electronics, force main and I & I. USDA recommended see where the Village can go with funding by contracting a professional financial advisor, to look at our existing debt. Financial advisor could help to advise the Village of options and what to borrow and what not to borrow. Kaatz recommended a RFP be drafted for a Finance Advisor. Three names of Financial Advisors were recommended by the USDA. Move to consent agenda for approval to draft a RFP for a Financial Advisor.

**E. SANILAC TWP EMERGENCY WATER BACK UP OPERATOR AND POTENTIAL CONTRACT BID** – Sanilac Township requesting assistance running their system on a temporary basis for approximately five weeks. Sanilac Township will be bidding out the job of running their system full time. Township has invited the Village to bid the job. Currently the township services 265 homes and have 1285 additional curb stops. Heiden stated if the Village takes over the management of the system, another full time DPW will be needed. Grohman to contact insurance company regarding liability. Moved to Council Agenda for approval of interim services and submitting a bid for the contract.

**F. DDA WELCOME CENTER** – Crystal Partaka stated the DDA is requesting to put racks near the water fountain for brochures and to have the bathrooms open for the public. The DDA would pay for the purchase of signs in the front and back of the building. Kaatz reported the Township in agreement with the proposal. Move approval of the DDA using the Village Hall to the consent agenda.

**G. BIDDING PROCEDURE POLICY** – Discussion on amendments to the bidding procedures and petty cash allowance. Recommendation to lower the job estimates from \$5000 or greater to \$2000 or greater that requires publication. Also amendments to section regarding petty cash. Amendments to be presented to Council for approval.

**H. CREDIT CARD POLICY** – Discussion on amendments to the Credit Card Policy Amendments to be presented at the Council meeting for approval.

**I. PETTY CASH**– Discussed under item G.

**J. CITIZEN COMPLAINT FORM** – Discussion on citizen complaint form. This form requires a signature to be accepted. Form to be available on line.

**K. IMPOUND ORDINANCE** – Discussion on drafting an ordinance for impound charges. Draft to be presented at next Committee of the Whole Meeting. Public Hearing for approval to be set for April.

**L. DPW GARAGE ELECTRIC PANEL UPGRADE** – Recommendation to accept bid from Old Electric. Ehardt requested a breakdown of the estimate from Old Electric. Cost under \$2000, Kaatz to approve. Council approval not required.

**M. COMMUNITY CENTER APPRAISAL UPDATE** – Discussion on obtaining a current appraisal. Kaatz to meet with potential renter before decision on a new appraisal.

**FINANCIAL REPORTS** – Moved to consent agenda for approval

**Reports –**

**CORRESPONDENCE –**

**PUBLIC COMMENT –**

Tootie Reckinger – 5203 Main Street Lot 98 – Comments regarding the appraisal on the Community Center  
Will Morris – Cove Court – Commented on policy review, suggested involving staff in policy changes

**COUNCIL PERSON COMMENTS –**

Muoio – Commented on the hot sealing, streets are breaking up.  
Kaatz- Assured Muoio that Jerry Scott, DPW is working on this issue.

**ADJOURNMENT** – Motion by Ehardt, seconded by Beardslee, to adjourn the meeting 9:01 p.m.  
p.m.

All Ayes

Motion carried