

Village of Byron  
Regular Council Meeting Minutes  
September 12, 2011

Meeting called to order by President Boillat-Wilcox at 7:30pm  
President Boillat-Wilcox led Pledge of Allegiance

Roll Call – Present: Boillat-Wilcox, Cole, Franks, Prestonise, Rauch, Root. Absent: Johnson

Rauch moved, Cole seconded to approve Agenda Amendment to include Hall Rental on 9/30/11  
All Ayes. Motion carried

Boillat-Wilcox introduced Brian Johnson as newly appointed Trustee.

Rauch moved, seconded by Boillat-Wilcox to approve the Regular Meeting Minutes of 8-8-11.  
Roll Call – Ayes: Cole, Franks, Prestonise, Rauch, Root. Absent: Johnson. Nays: None.  
5-0 Motion Passed

Treasurer Report: Total Receipts for July/August \$37,993.06. Statement Balances; Bank Checking \$893,242.17, Bank Savings \$334,663.35. Total Funds \$1,227,905.52

Boillat-Wilcox moved, Rauch seconded to pay bills w/EFT & Check #s 21796 – 21838 totaling \$34,701.76.  
No Discussion. Roll Call – Ayes: Cole, Franks, Prestonise, Rauch, Root. Absent: Johnson. Nays: None  
5-0 Motion Passed

New Business

Audit Presentation by Geraldine Terry and Tammy Pappas of Demis & Wenzlick. Revenue is lower compared to prior year. Expenses need better tracking. Control and monitoring procedures already in place will assure better checks/balances moving forward. Rauch moved, seconded by Cole to accept the audit as presented. Discussion: Terry expressed appreciation of support by Treasurer and Clerk.  
Roll Call – Ayes: Cole, Franks, Prestonise, Rauch, Root. Absent: Johnson. Nays: None  
5-0 Motion Passed

Healthcare presentation by Ned DeGalan, Jr. of MMI Financial. Permission was given to interview each employee to establish base line of needs. Will present findings to Council.

Homecoming Parade Permit for 9/30/11. Line up at 1:45 at Elementary School. Parade begins at 2:20pm ending at 3:00pm. Root moved, seconded by Cole to approve the Parade Permit for Byron Area Schools for the purposes of Homecoming. Discussion: Chief Sampey requested parade begin when released by Police. All Ayes. Motion carried

C2AE well water electrical proposal. Rauch moved, Boillat-Wilcox seconded to allow C2AE to provide prints and material list at a cost of up to \$4,000 for water well building auto switching station.  
Discussion: Concern over cost expressed. Roll Call – Ayes: Cole, Franks, Rauch. Absent: Johnson.  
Nays: Prestonise, Root. 3-2 Motion passed

Village of Byron  
Regular Council Meeting Minutes  
September 12, 2011

Police Code Estimates. Root moved, seconded by Rauch to send Police vehicle to Brian Barnum from Bancroft for inspection and repair. Discussion: Mechanic call Root. Rauch moved, seconded by Franks to amend the motion to have mechanic contact Root to make determination cost of repairs. Ayes: Cole, Franks, Rauch, Root. Absent: Johnson. Nays: Prestonise. Amendment Motion Passed. Roll Call – Ayes: Cole, Franks, Rauch, Root. Absent: Johnson. Nays: Prestonise. 4-1 Motion Passed

Salt Contract. Boillat-Wilcox moved, seconded by Rauch to accept Morton Salt contract. Discussion: MiDeal can be used next year. Roll Call – Ayes: Cole, Franks, Prestonise, Rauch, Root. Absent: Johnson. Nays: None. 5-0 Motion Passed.

DPW Uniforms. Boillat-Wilcox moved, seconded by Root to approve ordering of DPW uniforms of 2 short sleeve shirts, 2 long sleeve shirts, 2 pants through Swanns to be purchased on account not to exceed \$500 for each of two employees. Roll Call – Ayes: Cole, Franks, Prestonise, Rauch, Root. Absent: Johnson. Nays: None. 5-0 Motion Passed

Pay Rate for clerk and Treasurer. Rauch moved, seconded by Cole to change Clerk and Treasurer pay to hourly rate of \$10 ending with fiscal year on 2/28/12. Discussion: Franks noted to allow for retroactive pay. Motion amended by Rauch, seconded by Franks that pay be retroactive to respective hire dates. All Ayes. Motion Carried. Discussion: None. Rauch moved, seconded by Cole to pay Clerk and Treasurer \$10/hr. retroactive to respective start dates to end on 2/28/12. Roll Call – Ayes: Cole, Franks, Prestonise, Rauch. Nays: Root. Absent: Johnson. 4-1 Motion Passed

Municipal Building. Rauch moved, Root seconded to allow for rental of Municipal Building on 9/30/11 from 3-9pm by Paula Wooden for Class of 1971 reunion. All Ayes. Motion carried.

New Business

FEMA Flood Plain Maps. Rauch moved, seconded by Root to accept Ordinance 09-12-2011 addressing Flood Plain Management. Roll Call – Ayes: Cole, Franks, Prestonise, Rauch, Root. Absent: Johnson. Nays: None. 5-0 Motion Passed

Rauch moved, seconded by Boillat-Wilcox to accept Resolution to Manage Flood Plain Development for the National Flood Insurance Program. Roll Call – Ayes: Cole, Franks, Prestonise, Rauch, Root. Absent: Johnson. Nays: None. 5-0 Motion Passed

Police Tires. Root moved, seconded by Franks to join MiDeal at a cost of \$180/year and to purchase Police tires at a price not to exceed \$380. Roll Call – Ayes: Cole, Franks, Prestonise, Rauch, Root. Absent: Johnson. Nays: None. 5-0 Motion Passed

Re-Key. Rauch moved, seconded by Cole to accept Glasers bid to re-key locks at a cost of \$65. Roll Call Ayes: Cole, Franks, Prestonise, Rauch, Root. Absent: Johnson. Nays: None. 5-0 Motion Passed

Office Needs. Boillat-Wilcox moved, seconded by Rauch to approve purchase of printer/copier through Brady's Business Systems for \$1,020 and \$300/year for service contact. Discussion of quality, costs to rent or purchase. Roll Call – Ayes: Cole, Franks, Prestonise, Rauch, Root. Absent: Johnson. Nays: None 5-0 Motion Passed

Village of Byron  
Regular Council Meeting Minutes  
September 12, 2011

Phones. Tabled to 10-10-11 meeting.

Computer. Boillat-Wilcox moved, seconded by Franks to have Ron Liex set up laptop computer with Village email accounts. Roll Call – Ayes: Cole, Franks, Prestonise, Rauch, Root. Absent: Johnson. Nays: None. 5-0 Motion passed

Audience Call. Gerald Cole gave report providing updates on mud bog ordinance, planning committee meetings and budget process for next fiscal year.

Committee Reports

DPW-Granger gave update on new pump station. Requested Council approve purchase of trailer for transport/storage of barricade supplies. Boillat-Wilcox moved, Root seconded to allow purchase of trailer from Bob Cole in the amount of \$450. Roll Call – Ayes-Franks, Rauch, Root. Nays: Prestonise. Abstain: Cole. Absent: Johnson. 3-1 Motion Passed

Police-Chief Sampey presented Police Report. Officers handled 19 complaints, made 36 traffic stops, issued 8 citations, gave 24 verbal warnings, with two stops resulting in arrest.

Cemetery. Prestonise noted contract will need to be re-written to include more detail for next year.

Water/Sewer. Billing audit needed of non-residential rates to insure proper rates being assessed.

Finance. Discussed need to transfer some portion of funds to investment accounts as allowed by law.

Streets. No Discussion

Zoning. Discussion of non-service recycling center as it relates to zoning. Also need to decide on a building code inspector by 1-1-12.

Work Order. Research available work orders on-line for samples.

Software. Boillat-Wilcox moved, seconded by Root to purchase Microsoft Office in sufficient quantity to enable loading of Office and Police computers. Discussion: Rauch expressed appreciation to Treasurer and Clerk for their efforts. Roll Call – Ayes: Cole, Franks, Prestonise, Rauch, Root. Absent: Johnson. Nays: None. 5-0 Motion Passed

Meeting adjourned at 11:10pm

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James Crain – Village Clerk

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Date

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Jessica Boillat-Wilcox - President

Village of Byron  
Special Council Meeting Minutes  
September 30, 2011

Meeting called to order by President Boillat-Wilcox at 8:10am.  
President Boillat-Wilcox led Pledge of Allegiance

Roll Call – Present: Boillat-Wilcox, Cole, Franks, Prestonise, Root. Absent: Johnson, Rauch

Boillat-Wilcox moved, seconded by Cole to accept the Agenda as presented. All Ayes. Motion Carried

New Business

Risk Control Measures. Cindy White of Michigan Township Participating Plan discussed importance of assessing and addressing risk measures and having procedures in place in the event of an occurrence or claim involving the Village. All departments were evaluated. Suggested formulation of a plan for protection by each specific operation with recommendations of how to assist in identifying, outlining and meeting goals.

Police Vehicle. Report on status of repairs and anticipated costs. Issue discovered with cylinder #8 not firing properly causing other issues. Repairs previously authorized and will be completed. Further discussion on vehicle longer term plan and future needs of the Police Department.

Computer. Boillat-Wilcox moved, seconded by Root to purchase Dell X8300 desktop computer from Best Buy for \$870. Roll Call – Ayes: Cole, Franks, Prestonise, Root. Absent: Johnson, Rauch. Nays: None. 4-0 Motion passed

Root moved, Boillat-Wilcox seconded to approve purchase of two computers and one monitor from Ron Liex not to exceed \$400 for Police Department use. Roll Call – Ayes: Cole, Franks, Prestonise, Root. Absent: Johnson, Rauch. Nays: None. 4-0 Motion passed

Boillat-Wilcox moved, seconded by Root to allow Ron Liex to network all computers at a cost not to exceed \$500. Roll Call – Ayes: Cole, Franks, Prestonise, Root. Absent: Johnson, Rauch. Nays: None 4-0 Motion passed

Council Comments. Boillat-Wilcox discussed need to research recycling center business to be sure compliance with zoning. No update available on healthcare. Both will be explored at next meeting.

Meeting was adjourned at 10:32am.

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James Crain – Village Clerk

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Date

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Jessica Boillat-Wilcox