



ADMINISTRATION/PERSONNEL COMMITTEE
MEETING NOTES OF NOVEMBER 9, 2022

The meeting was called to order at 8:31 a.m.

Present: Christensen and Suppes
Absent: Lutke
Staff present: DeVol, Fay, Larrea and Miller

Reports

The Treasurer's report was submitted by DeVol and can found in this meeting packet.

2023 Fee Schedule

Added to the fee schedule in water and sewer are fees for a 4" size meter. In the Marina budget, slip fees have increased and they are shown in red. Committee recommends approval to Council of the fee schedule.

2023 Budget draft

Larrea explained how staff salaries are spread throughout the various department's budgets. Mileage has increased. A cost of living/inflation increase for staff has been added. Medical insurance has increased by 10 and 11%. Christensen emphasized the need to keep salaries at a competitive range. Legal fees have increased to accommodate legal opinions necessary on land use issues. The Village receives a small amount of money for streets, but street fixes come out of the general fund. South Shore Drive will be worked on next year. Other large fixes in the future will be Grove Street which needs to be totally redone, and Jefferson. Waterwheel Park needs addressed first, however. St. Mary's drainage is on the radar as well, although the estimate is very high so the Village is looking at other alternatives. On St. Mary's, the area that is currently used as a driveway will have to go away, and residents will need to access the alley instead. This has been an issue for years. Parallel parking is planned for the area. Larrea stated the Village is trying to get the stop sign, crosswalk and paint by the school in yet this year, but it is weather dependent, so it may be spring. Contractual services increased again for our community officer, who is the highest paid employee. Added costs to finish the Master Plan are in the budget. Workforce/affordable housing will be addressed in the Master Plan. In addition, the Zoning Ordinance needs to be professionally redone, it is inconsistent and needs the format fixed. The Zoning Ordinance needs to properly direct and needs to be user friendly. The DDA is now generating a small amount of revenue, so the Village is no longer supplementing the DDA. Larrea explained that most DDA's

tax themselves to generate funding, which means to pass a millage. Our DDA does not. There is a challenge of finding people to be on the DDA board, and a challenge to get board members to attend meetings and establish quorums.

In the Property replacement fund is the used plow truck, but that amount will change due to a trade-in of the old equipment. Also in that budget is a permanent generator for the plant, and a sewer bypass pump for the lift stations. Money has been placed in the budget, in various departments, for trees and for the rain gardens. Once all of the parks have been addressed and in a couple of years, Bahle Park will be addressed. That will be a very big project. The Parks and Rec Plan will be going to Council for approval. Following discussions, Committee recommends to Council the budget for approval.

Public Comments/Written Communications

Jason Metcalf asked if there was plan to extend sidewalks to Sutton Park and to Hop Lot. Larrea stated that it is being worked on with a goal of connectivity in the next two to three years. The plan is for ADA compliant, non-motorized walkways.

Craig Wright has concerns about accidents on M-22, the passing zone and the speed limit coming into the Village. He would like the speed lowered to 25. Larrea stated he is working with MDOT on some of these issues.

Committee member comments

Committee thanked Treasurer DeVol for her work on the budget. DeVol stated the budget coincides with the Work Plan.

The meeting adjourned at 9:26 a.m.

Meeting notes submitted by Shar Fay, Clerk.