



VILLAGE OF SUTTONS BAY  
VILLAGE COUNCIL SPECIAL MEETING  
DECEMBER 3, 2020

The meeting was called to order by Lutke at 8:15 a.m.

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

Approval of Agenda

Lutke moved, Christensen seconded, CARRIED, to add Agenda item, Council Member Appointment Discussion as item 7e., with an affirmative unanimous roll call vote.  
Ayes: 5, No: 0.

Case moved, Suppes seconded, CARRIED, to approve the agenda as amended adding item 7e., Council Member Appointment Discussion, with an affirmative, unanimous roll call vote. Ayes: 5, No: 0.

Consent Agenda

Suppes moved, Christensen seconded, CARRIED, to approve the Consent Agenda as presented, with an affirmative, unanimous roll call vote. The Village Council meeting minutes of November 16, 2020 are approved and can be found in the meeting packet.  
Ayes: 5, No: 0.

Report VSB-2020-62 Truth in Taxation Public Hearing

The public hearing was called to order at 8:19 a.m. Having heard no public comments, Case moved, Suppes seconded, CARRIED, to close the public hearing, with an affirmative unanimous roll call vote. The public hearing closed at 8:20 a.m. Ayes: 5, No: 0.

Christensen moved, Long seconded, CARRIED, that the maximum millage rate allowed by Headlee to support the 2021 Budget as provided for in Report VSB 2020-61 and being made a part of this motion be adopted, by an affirmative unanimous roll call vote.  
Ayes: 5, No: 0.

Report VSB-2020-63 Budget Amendments

Long moved, Suppes seconded, CARRIED, to adopt the 2020 Year End budget

amendments, to reflect an expense of \$3,735,291 and a revenue of \$2,686,274, by an affirmative, unanimous roll call vote. Discussion ensued regarding the Manager's Review, raises and bonuses. Long proposed an amendment to the Employee Manual and Manager's Contract to include criteria and benchmarks for bonuses, in order to alleviate year end discretionary discussions on awarding bonuses. Lutke and Christensen concurred. Ayes: 5, No: 0.

#### Report VSB-2020-61 2021 Budget and Fees

Case moved, Christensen seconded, CARRIED, to adopt Resolution 5 of 2020 approving the 2021 Budget and Fees to support the 2021 budget, with an affirmative unanimous roll call vote. Ayes: 5, No: 0.

#### Report VSB-2020-60 2021 Goals and Objectives

Larrea summarized 2021 Goals and Objectives. Christensen suggested a Stormwater Plan, which was a suggestion from past Interim Manager Richard Lewis, be added to the list. She further requested the Goals and Objectives list be added to the Village website. Council members expressed their appreciation to Larrea for presenting the list of Goals and Objectives.

#### Council Member Appointment and Discussion

The Village received two Letters of Intent from persons interested in the vacant Council position. Council requested the letters be shared with all Council members. It was the consensus of Council members to consider and appoint from the four individuals interested, two of which had placed their names on the ballot as well as the two who presented Letters of Intent, at the next Village Council meeting on December 21, 2020.

#### Special Committee Reports/Staff Reports

Larrea stated work is ongoing on Broadway Street; cross culverts were installed and a pipe will be placed under the road. The TAP Grant project should be closed soon. MDOT plan on resurfacing the intersections downtown Suttons Bay in the next couple of years. The Suttons Bay Chamber of Commerce decorated the light poles downtown. Staff will be working on a Banner Policy sometime in the new year.

#### Public Comment

Eric Carlson from the Leelanau Enterprise asked what the Manager's salary will be for the next year: It will be \$75,950.00. He further asked for clarification of the expenditures and revenues for the next fiscal year cited in the motion. They are the sum of the various funds. He thanked Larrea for his service.

The meeting adjourned at 9:16 a.m.

Meeting minutes submitted by Shar Fay, Village Clerk.

