

**Village of Elberta Michigan  
Regular Meeting  
Thursday, June 16, 2011**

The regular meeting of the Elberta Village Council was held at the Community Building, Thursday, June 16, 2011.

Present: R.Manville, Bower, Jenks, L.Manville, Holmes, Thorsen, Soper, and Stapleton.  
Absent: none

Guests: Emily Votruba, Ruth Nanni, Carolee Ness, Ken Bonney, Art Melendez, Jennifer Wilkens and Scott Gest.

**APPROVAL OF MINUTES:**

Motion by Holmes supported by L.Manville to approve the minutes from the May 19, 2011 public hearing and regular meeting. Yeas - 7.

**APPROVAL OF AGENDA:**

Motion by Soper supported by Jenks to approve the proposed agenda. Yeas - 7.

**PUBLIC COMMENT:**

Ruth Nanni asked about the number of complaints concerning property on the corner of Acre and Lincoln. She was told that there was only one complaint and that was at the last meeting.

**APPROVAL OF BILLS:**

Motion by L.Manville supported by Jenks to accept the receipt report (\$46,697.79) and approve the bills for May 1 to May 31, 2011 in the Amount of \$19,857.03 - accounting and \$9,123.97 - payroll for a total of \$28,981.00. Yeas - 7.

Department heads were heard from.

Water/Sewer/BLUA: Holmes said that BLUA is considering raising the rates again. Jenks said that due to Frankfort and Elberta addressing their infiltration problems the sewage flow to BLUA is down.

Beach: Thorsen said that trash had been burned on the Beach. It was suggested that a sign be put up warning not to leave valuables in vehicles.

Presidents Report: R.Manville discussed the letter received from the DEQ concerning a Water System Evaluation. The letter outlines several significant deficient items and several minor items that need to be addressed soon. R.Manville explained that the previous items were requested in 2007 from the DPW Superintendent and were not

received. A Sampling Site Plan from 2005 contained erroneous information. R.Manville said that the current Superintendent, Ken Bonney, has been working on several of the items. He said an engineer will be required for a portion of the requests. Bonney said the DEQ will help.

R.Manville said he will meet with Gest and Devol from F&V on Friday, June 17, to try to come to an agreement on the \$5000 that is owed to F&V. R.Manville also said that Gest's attorney has some questions for Quandt concerning the Forbearance Agreement. The agreement was forwarded to Gest on March 15 and so far Quandt has not had any response from Gest or his attorney.

R.Manville urged everyone to support the Solstice Festival.

#### AGENDA:

1.D/A Parks & Rec. R.Manville said that the Village's auditor had pointed out several deficiencies in the Village's internal control. The significant deficiencies are all concerned with Parks & Rec. Laura Manville, Village Treasurer, discussed the various problems.

The first deficiency is with the outdated bylaws. Laura Manville said the recommendation is to approve revising the bylaws to be in accordance with Michigan State Law. The revision will be completed by the Village Office with help from the Auditor and presented at the July meeting.

She reported that the second deficiency concerns a violation of expenditure rules. It is stated that all revenues derived from recreational activities shall be used solely for the expenses incurred in the acquisition of property (Council approval) and in the development, maintenance, or operation of areas and facilities under the commission's jurisdiction. Laura Manville said that \$500 was expended outside of the previous mention criteria and without Council approval. She said the recommendation is for the Council to authorize the \$500 expenditure.

Laura Manville said that the third deficiency involves the lack of proper internal control and procedures not in accordance with the State of Michigan Accounting Procedures Manual. She said the recommendation is for the Village Treasurer to assume all accounting duties, including expense reimbursements, on July 1, 2011.

Soper said that he didn't see that there were significant deficiencies.

Laura Manville emphasized the need to comply with State Law.

Motion by Soper supported by L.Manville to authorize the revision of P&R bylaws. Yeas - 7.

Motion by L.Manville supported by Holmes to authorize the expenditure of the \$500 that was expended outside the commission's jurisdiction (Village of Benzonia for their ice rink). Yeas -7.

Motion by Holmes to turn over all accounting duties to the Village Treasurer on July 1, 2011. No support was noted. Stapleton questioned the lack of response from the Council. He said if the Council was unsure then why hadn't there been any discussion. Stapleton asked about their reasons for not supporting the motion. L.Manville said she would second the motion if it was ok with Soper that the Treasurer take over. Soper said that he was ok with the transition. L.Manville supported the motion. Yeas - 7.

Laura Manville further discussed the need for a budget and chart of accounts for P&R, changing banks, signature authorization, etc. She said this hadn't been her idea - it was the law of the State of Michigan - and it would be a lot more work for her.

2. D/A Solstice Festival Fireworks - Signature Authorization

Motion by L.Manville supported by Jenks authorizing the Village President to sign for the fireworks display. Yeas - 7.

3. D/A Zoning Administrator. The position was discussed at length. The matter was tabled until a future meeting.

4. D/A Pier Safety - Signature authorization. Motion by Jenks supported by Soper to authorize the Village President to sign the Agreement with the Army Corps of Engineers for a five year period for pier safety. Yeas - 7.

Public Comment.

Motion to adjourn was accepted.

Sharyn Bower, Village Clerk