

**VILLAGE OF CAPAC
REGULAR MEETING
OFFICIAL MINUTES
NOVEMBER 21, 2022
AMERICAN LEGION HALL
115 N MAIN ST
7:00 P.M.**

Called to order at 7:00 p.m.

Council Members Present Mary Klug, Debbie Hlubic, Samantha Ramirez, Joe Herrington, Joe Nemecek

Council Members Absent John Grzyb, Lynne Mandeville

Staff Present Clerk Lisa Lulis, Manager Travis Youatt

Approval of the agenda

Motion Mary Klug supported by Joe Herrington to approve the agenda for November 21, 2022 meeting. All ayes, motion carried

Approval of Previous Meeting's Minutes

Motion Joe Herrington supported by Samantha Ramirez to approve the minutes from the November 7, 2022 meeting. All ayes. Motion carried.

Bills Motion Debbie Hlubic supported by Samantha Ramirez to pay the bills in the amount of \$41,302.48. Brief discussion Roll Call Vote, all ayes, motion carried

President's Report None

Correspondence None

Public comment None

Managers' Report

1. Titan leaf machine- The machine is newer has minimal hours, and should be delivered between 3-7 days. A demo is being delivered on Tuesday. Leaves are behind due to the machine breaking down plus the weather. Leaves should be completed this week. **Motion** Joe Herrington was supported by Mary Klug to allow Travis Youatt to purchase a 2019 Titan leaf pro from Iron Planet for \$44,980.65. Roll call vote, all ayes, motion carried. **Motion** Joe Herrington supported by Mary Klug to allow Travis Youatt to spend up to \$3,000.00 for shipping for the leaf machine from Iron Planet. Roll call vote, all ayes, motion carried.
2. Financial signers- **Motion** Mary Klug supported by Joe Herrington to remove John Grzyb and add Debbie Hlubic to all the village accounts. Roll call vote, all ayes, motion carried.

3. Manager contract- at this time, the manager is the only employee who does not get the PTO buyout. Travis Youatt is requesting a change to allow this. **Motion** Joe Herrington supported by Debbie Hlubic to allow the manager's contract to be amended to allow the manager to be paid out unused PTO at the end of the calendar year. Roll call vote all ayes, motion carried.
4. Hill street- in progress, title search has been done. Will be advertising for bids and the bidding process will be in January. Costs have changed since the project started. The loan may be increased by 20%, if the total is more than that we will need to reapply.
5. Dangerous building- Capac Road should have a ruling shortly. 415 N Walker the job is complete. Travis Youatt is working on the invoice.
6. Ambulance service agreement- working on the agreement.
7. DWAM grant project is finishing up, found 1 lead line. Have a meeting with Waldorf to replace the line. The hydro excavation is just about complete.
8. Audit is being finalized, and has gone pretty smoothly. Possibly look into a different accountant/ auditor in the future.
9. The new truck is just about complete, it is at Southern Truck (STE). Salt has been ordered.
10. Scott Sabada is going to be our full-time officer starting December 1st. Police chief interviews are starting this week, police chief Brett Selby from Imlay City is assisting in the interviews. Will be doing a background check and psychological exam. Will have more training for our officers and police office staff.
11. Polaris survey has been completed of the park. Working on the SPARK grant. Turning in the application in the spring.
12. Backhoe parts are getting harder to find, and unable to purchase forks. Thinking of purchasing a new backhoe or a lift; for doing banners, and Christmas lights. Waiting for DTE to complete the park at 201 N Main.

Zoning Administrator Report/ CCA None

DDA Report No meeting in December

ZBA Report None

Planning Commission Report Next meeting is December 7, 2022.

New Business Joe Herrington inquiries about the lot split - once Debbie Hlubic is sworn in as president, she can approve it.

Motion Mary Klug supported by Samantha Ramirez to adjourn the meeting at 8:01. All ayes, motion carried.

Lisa M Lulis

Village Clerk