

**St. Charles Village Council
Minutes of Regular Meeting
January 8, 2020**

Meeting called to order at 7:00 PM with the Pledge of Allegiance by President Hoerner.

Members present: S. Theile, Kutz, Neumann, Hoerner, McPhail, Dennis and L. Theile.

Others present: Hartmann Aue, Jennifer Rosser-Nesbit, John Olson, John Meehleder, Donald Ackerman, Jeanne Marcello, Chuck Bussinger, Ken Kutz, J. Fowler, L. McNally.

Motion by McPhail, second by Neumann to approve the agenda as presented. Motion carried.

John Olson updated Council on the projects Spicer Engineering is working on for the Village. The Water System Reliability Study and Preliminary Engineering Report are completed and Spicer will submit to EGLE on the Village's behalf. Olson will have the Fulton and Hosmer Street Water Main Replacement plans at a meeting with Village Manager Hartmann Aue and DPW Superintendent Donald Ackerman in a few weeks. The EGLE permits for the water main replacement were signed by Ackerman, and Spicer plans on getting bids January and February with hopes of awarding the contract at the March 2020 Village Council meeting. Council advised, Spicer that they would like to see the streets over on Fulton and Hosmer replaced with or without the Scrap Tire Grant. Spicer will work on a contingency plan for these to be replaced.

There was no public comment.

Diana Kutz pointed out some clerical errors in the Village Council December 11, 2019 minutes. The word Water was spelled as waster, and the word offer was missing in the paragraph describing the goods and services Yesterday's Treasures would be providing in Suite 3 of the Goodrich Building.

Motion by Kutz, second by Neumann to approve the December 11th, 2019 Village Council Minutes as amended. Motion carried.

Two Letters to the Editor from the Tri County Citizen were presented to Council, the first was a thank you to Officer Julie Church for a job well done, and the second was a thank you with recognition to all who helped make the Old-Fashioned Christmas a success. Also presented under Communications was a letter written from resident Mr. Louis Butko III requesting Council to take action on the dog ordinance and the enforcement of ordinances in the Village. Aue included information from the Michigan Municipal League.

Communications- (2) Letters from the Editor; MML Information- Section 2, Chapter 7 and Mr. Butko III Letter were accepted and filed.

Motion by Dennis, second by Neumann to approve the payment of claims in the amount of \$108,220.22. Motion carried.

Aue presented to Council proposed clarifications and changes to the Personnel Policy Manual last updated in 2018. There were some items that past administrators were practicing, but were omitted from the Personnel Policy Manual, such as the creation and use of Compensatory Time, Call In Pay and the DPW Phone.

Compensatory Time would be earned at a rate of 1.5 hour for each hour worked over 40 hours. Employees may accumulate up to 60 hours of compensatory time and may not be carried over to a new calendar year at the discretion of the Department Head or Village Manager.

Call In Pay shall be paid at employee's overtime rate of pay for one (1.5) hours or for the time actually worked at the appropriate rate, whichever is greater. This does not apply in instances where the employee is called in to

work prior to the start of their regular scheduled shift and continue to work through the start of their regular scheduled shift or who continue to work past the end of their regular scheduled shift, unless further hours are required and approved by a Department Head.

DPW Phone pay will now be paid at \$100/week and employees performing after your overtime duty shall make themselves available within one hour of receiving the initial emergency call.

Motion by McPhail, second by L. Theile to approve the clarifications made to the Personnel Policy Manual with regards to Compensatory Time, Call in Pay and DPW Phone pay. Motion carried.

Aue presented to Council the State of Michigan's Holiday Observation Schedule that was sent to the Village as reminders of deadlines for reporting. Aue suggested to Council to align the Village of St. Charles' Holiday Observation with those of the State of Michigan with the exception of General Election Day. This would add two days to the current holidays observed by the Village and remove one, Good Friday from the Personnel Policy Manual.

Motion by Kutz, second by Neumann to table the discussion on Holiday Observations for February 12, 2020 meeting. Motion carried.

Departmental reports from DPW, Police Department and Building Inspector were accepted and filed.

There was no Old Business.

There was no Public Comment.

Per Aue there was no ratification of the signed contract with the Police Union so the Closed Session placed on the agenda is not necessary.

Motion by S. Theile, second by Dennis to adjourn meeting at 7:35 PM. Motion carried.

Respectfully submitted,

Jennifer L. Rosser-Nesbit, Village Clerk