

**VILLAGE OF SEBEWAING**  
**Regular Council Meeting – October 18, 2021**

The meeting was called to order by President Julie Epperson at 7:00 p.m.

Present: Matthew Chisholm, Dennis Kunding, Julie Epperson, Brandy Gunsell, Marcus Sting

Absent: Bill Glaab, Melinda Driscoll

Others: Charlene Hudson, Linda Engelhardt, Megan Tietz, Pete Smith, Victoria Kindler, Gayle Genow, Leslie Schenberger

Approval of the agenda. As amended: Adding Zoning Administrator recommendation under New Business Section VIII B 3.

Motion by Gunsell seconded by Sting to approve the agenda for this meeting as amended.

MOTION CARRIED

Motion by Gunsell seconded by Chisholm to approve the minutes of the September 20, 2021 regular council meeting as presented.

MOTION CARRIED

Motion by Sting seconded by Kunding to approve the minutes of the September 27, 2021 Special council meeting as presented.

MOTION CARRIED

**Public Comment**

Member of the community expressed concern about manner of advertising the job openings for Village Clerk and Office Admin positions.

**Committee Reports**

**DPW Committee**

Trustee Kunding reported on the past month operating report.

**1998 Ford Ranger**

Motion by Gunsell seconded by Chisholm to approve the sale of the 1998 Ford Ranger via the GovDeals.com auction website.

Driscoll: absent; Glaab: absent; Gunsell: yea; Kunding: yea; Sting: yea; Chisholm: yea; Epperson: yea.

MOTION CARRIED

**Light and Water Committee**

Trustee Chisholm reported on regular Light & Water Department activity.

**Operating Report ending August 31, 2021**

Motion by Chisholm seconded by Gunsell to approve the Operating Report for Sebewaing Light & Water Department ending August 31, 2021 submitted by Superintendent Charlene Hudson.

MOTION CARRIED

**Financial Statement ending August 31, 2021**

Motion by Gunsell seconded by Sting to approve the Financial Statement for Sebewaing Light & Water Department ending August 31, 2021 submitted by Superintendent Charlene Hudson.

Gunsell: yea; Kunding: yea; Sting: yea; Chisholm: yea; Driscoll: absent; Glaab: absent; Epperson: yea.

MOTION CARRIED

## **Police Committee**

Trustee Gunsell gave an update on departmental activity.

## **Vacation Carryover**

Motion by Gunsell seconded by Sting to approve the carryover of 2 weeks of vacation through the end of the current fiscal year March 31, 2022 with the understanding 1 week must be used and providing the option for 1 week to be paid out at the end of the calendar year, December 31, 2021.

Gunsell: yea; Kunding: yea; Sting: yea; Chisholm: yea; Driscoll: absent; Glaab: absent; Epperson: yea. MOTION CARRIED

## **UNFINISHED BUSINESS**

### **Vacation Policy-Letter of Understanding**

Motion by Chisholm seconded by Kunding to approve the letter of understanding between the Village of Sebawaing and the United Steelworkers Local 15157-07 (DPW) and Local 15157-08 (Police) as presented.

Gunsell: yea; Kunding: yea; Sting: yea; Chisholm: yea; Driscoll: absent; Glaab: absent; Epperson: yea. MOTION CARRIED

## **NEW BUSINESS**

### **Admin Assistant Resignation**

Motion by Gunsell seconded by Sting to accept the resignation of Administrative Assistant Megan Tietz effective December 5, 2021.

Gunsell: yea; Kunding: yea; Sting: yea; Chisholm: yea; Driscoll: absent; Glaab: absent; Epperson: yea. MOTION CARRIED

Motion by Gunsell seconded by Sting to go into closed session to discuss job applicants.

MOTION CARRIED

Motion by Gunsell seconded by Sting to reopen the Council Meeting at 8:05pm.

MOTION CARRIED

Motion by Gunsell seconded by Chisholm to extend an offer of employment for the full time Village of Sebawaing Clerk Position to Dena Kish.

Sting: yea; Chisholm: yea; Driscoll: absent; Glaab: absent; Gunsell: yea; Kunding: yea; Epperson: yea. MOTION CARRIED

Motion by Gunsell seconded by Kunding to extend an offer of employment for the full time Village of Sebawaing Office Admin position to Nicole Licht.

Sting: yea; Chisholm: yea; Driscoll: absent; Glaab: absent; Gunsell: yea; Kunding: yea; Epperson: yea. MOTION CARRIED

Brief Recess to make phone calls to job applicants Kish and Licht.

Motion by Sting seconded by Kunding to go into closed session at 8:17pm to discuss job offer.

MOTION CARRIED

Motion by Gunsell seconded by Sting to reopen Council Meeting at 8:26pm.

MOTION CARRIED

Motion by Gunsell seconded by Chisholm to hire Dena Kish at an hourly wage of \$25 per hour and shall receive a \$1 per hour raise annually at anniversary date of hire, provided the Village Council is satisfied with her performance and continues her employment, and will receive the benefits described in the Village of Sebewaing Employee Handbook with additions, and as recapped on the Full-time Benefits Document, with the exception of Vacation time starting at the 2nd year standard of 80hrs, effective at the hire date of November 8th, 2021.

Sting: yea; Chisholm: yea; Driscoll: absent; Glaab: absent; Gunsell: yea; Kunding: yea; Epperson: yea.

MOTION CARRIED

### **Zoning Administrator**

Discussion was held regarding Matt Bumhoffer taking on the role of Zoning Administrator. Decision making was tabled as further details need to be communicated about the job description and any accompanying compensation.

### **Scrap Tire Invoice**

Motion by Gunsell seconded by Kunding to approve the payment in the amount of \$2250 for the invoice to First Class Tire Shredders for tires collected in the Spring Clean-up Day, to be paid from the General Fund.

Sting: yea; Chisholm: yea; Driscoll: absent; Glaab: absent; Gunsell: yea; Kunding: yea; Epperson: yea.

MOTION CARRIED

### **Grounds Use Application**

Motion by Gunsell seconded by Kunding to approve the Sebewaing Chamber's-Spirit of Christmas Festival for the use of the village streets, a Police escort, and the DPW to block off North Center Street (Firehall) to Main Street to Third Street to the Main Park on November 20, 2021.

MOTION CARRIED

### **Monthly Bills**

Motion by Gunsell seconded by Chisholm to approve the bills for the month in the amount of \$128,956.43.

Sting, yea; Chisholm: yea; Driscoll: yea; Gunsell: yea; Kunding: absent; Glaab: absent; Epperson: yea.

MOTION CARRIED

### **DDA-Reappointments/Resignation**

Motion by Sting seconded by Chisholm to reappoint Neal Gettel to the Downtown Development Authority to a four-year term as a Board Member-Business Owner, to expire October 2025, effective immediately.

MOTION CARRIED

Motion by Sting seconded by Gunsell to reappoint Matt Bumhoffer to the Downtown Development Authority to a four-year term as a Board Member-Other, to expire October 2025, effective immediately.

MOTION CARRIED

Motion by Gunsell seconded by Kunding to accept the resignation of Duane Dressler as a Downtown Development Authority Board Member-Other, term expiring October 2022, effective immediately.

MOTION CARRIED

**Council Comment**

Trustee Sting provided information on the MMEA Conference.

Superintendent Charlene Hudson provided information regarding the Thumb Electric Cooperative acquisition of Air Advantage and potential implications.

Trustee Chisholm shared a “thank you” on behalf of Bay Shore Camp for the several truckloads of wood chips hauled by DPW to assist in surfacing nature trails at the camp. Trails are open for the public to enjoy.

Motion by Chisholm seconded by Kunding to adjourn the regular council meeting at 8:48 pm.

MOTION CARRIED

Julie Epperson  
President, Village of Sebewaing

Matthew Chisholm  
Trustee, Village of Sebewaing