

APPROVED MINUTES OF THE VILLAGE OF UNIONVILLE COUNCIL  
YEAR-END MEETING - HELD ON MARCH 25, 2024

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President John Katnik called the Year-End Meeting to order at 7:18 pm.

**Council Present:** John Katnik, Jon Townsend, Vickie Balzer, Chad Gaeth, Brandt Gaeth, Greg Miracle, and Tod Sting.

**Council Absent:** None.

**Others Present:** Clerk Alexis Ortner, Treasurer Leila Rish, DPW Supervisor David Yoder, DPW Assistant Brent Vermeersch, and Police Chief Bill Owens.

**Guests:** Jessica VanHove.

**APPROVAL OF UNAPPROVED MINUTES:** Motion by Balzer, seconded by Townsend to approve the March 18, 2024, unapproved minutes as presented. 7 Yeas. 0 Nays. 0 Absent. Motion carried.

**INSURANCE AND WAGES:** Options for insurance plans were discussed, but other quotes were still outstanding. The council concluded that they would be able to stay under the State's Cap on insurance costs depending on which plan the DPW decided to go with. The insurance does not renew until May though, so they are waiting on other quotes to review.

Wages were discussed at length as well as giving raises to the full-time and part-time employees.

**Motion** by Balzer, seconded by Sting to give the office positions of Clerk, Treasurer, and Administrative Assistant a 3% raise to their salary. 6 Yeas. 1 Nays. 0 Absent. Motion carried.

**Motion** by Balzer, seconded by Miracle to give the DPW positions a \$0.50/an hour raise. 6 Yeas. 1 Nays. 0 Absent. Motion carried.

**Motion** by Balzer, seconded by B. Gaeth to give the Police Department positions a \$0.50/an hour raise 6 Yeas. 1 Nays. 0 Absent. Motion carried.

**YEAR-END MOTIONS:**

**Motion** by B. Gaeth, seconded by Miracle to transfer \$4,420 from the Street and Sidewalk Fund to the General Fund for sidewalk maintenance, repair, and construction in the 2023-2024 fiscal year. 7 Yeas. 0 Nays. 0 Absent. Motion carried.

**Motion** by Balzer, seconded by B. Gaeth to transfer \$15,900 from the Street and Sidewalk Fund to the Local Street Fund for Local Street maintenance, repair, and construction in the 2023-2024 fiscal year. 7 Yeas. 0 Nays. 0 Absent. Motion carried.

**Motion** by Townsend, seconded by Sting to set the millage for the 2024-2025 fiscal year at 12.5 mills for operation and maintenance of the Village of Unionville. 7 Yeas. 0 Nays. 0 Absent. Motion carried.

**Motion** by B. Gaeth, seconded by Townsend to set the millage for the 2024-2025 fiscal year at 2 mills for street and sidewalk maintenance, repair, and construction. 7 Yeas. 0 Nays. 0 Absent. Motion carried.

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**BUDGET:** The Clerk presented two variations of the proposed budget, one expensing the cost of the software amongst the funds in one year and the other using the General fund to pay the amount, and over three years the other funds would pay it back with interest. **Motion** by Townsend, seconded by Sting to move forward with the version that did not have the loan repayment. 7 Yeas. 0 Nays. 0 Absent. Motion carried. **Motion** by Balzer, seconded by Townsend to accept the 2024-2025 fiscal year budget as presented by the Budget Committee and the Clerk. 7 Yeas. 0 Nays. 0 Absent. Motion carried.

**YEAR-END BUDGET ADJUSTMENTS:** **Motion** by Balzer, seconded by B. Gaeth to approve the budget adjustments as presented by the Clerk. 7 Yeas. 0 Nays. 0 Absent. Motion carried.

*\*A copy of the budget adjustment will be attached to these minutes.*

**YEAR-END BILLS:** **Motion** by Balzer, seconded by B. Gaeth to pay the year-end accounts payables of \$18,284.69. 7 Yeas. 0 Nays. 0 Absent. Motion carried.

**COMMITTEES:** **Motion** by Townsend, second by Miracle to accept the President's recommendation to leave the committees as is for the 2024-2025 fiscal year since they had just reappointed the committees in November. 7 Yeas. 0 Nays. 0 Absent. Motion carried.

*\*A copy of the committees will be attached to these minutes.*

**Motion** by B. Gaeth, seconded by Sting to appoint Alexis Ortner as Clerk to a two-year term ending March 2026. 7 Yeas. 0 Nays. 0 Absent. Motion carried.

**Motion** by B. Gaeth, seconded by Sting to appoint Leila Rish as Treasurer to a two-year term ending March 2026. 7 Yeas. 0 Nays. 0 Absent. Motion carried.

**SCHEDULE:** **Motion** by Balzer, seconded by Townsend to accept the meeting schedule for 2024-2025 fiscal year as presented by the Clerk. 7 Yeas. 0 Nays. 0 Absent. Motion carried.

*\*A copy of the meeting schedule will be attached to these minutes.*

**PUBLIC COMMENT:** Public comment was requested by President Katnik, no public comment received.

**ADJOURN:** **Motion** by Balzer, seconded Townsend to adjourn the March 25, 2024, Year-End Meeting at 8:32 pm. 7 Yeas. 0 Nays. 0 Absent. Motion carried.

Next Regular Meeting: April 15, 2024, at 7:00 pm.

Alexis J. Ortner  
Village Clerk

<b>BUDGET ADJUSTMENTS MARCH (YEAR-END) 2024</b>	<b>BJA</b>	<b>134</b>		
<b>ACCOUNTS</b>	<b>FROM</b>	<b>TO</b>	<b>DIFF</b>	<b>REASON</b>
<b>GENERAL</b>				
101-101-702-00 SALARIES- COUNCIL MEMBERS	3120	3200	80	PAYROLL
101-171-702-00 SALARIES-PRESIDENT	585	720	135	PAYROLL
101-215-702-00 SALARIES-CLERKS	6782	8113	1331	PAYROLL
101-253-702-00 SALARIES-TREASURERS	6936	7460	524	PAYROLL
101-261-727-00 SUPPLIES- OFFICE	700	1050	350	INK AND PAPER
101-261-850-00 TELECOMMUNICATIONS	682	782	100	FAXAGE AND PHONE
101-261-930-00 REPAIR & MAINTENANCE-OFFICE	3404	3583	179	FIRE EXTINGUISHER TESTING
101-261-970-00 CAPITAL OUTLAY	100	5790	5690	3267 BAY ST. PURCHASE
101-265-711-00 INSURANCE-GENERAL LIABILITY	3150	3160	10	EMC INSURANCE COMPANY
101-265-920-00 UTILITIES	3200	3375	175	DTE & CONSUMERS
101-301-711-00 INSURANCE- GENERAL LIABILITY	2100	2105	5	EMC INSURANCE COMPANY
101-301-850-00 TELECOMMUNICATIONS	645	655	10	FAXAGE & PHONE
101-301-930-00 REPAIR & MAINTENANCE-PATROL VEHICLE	650	665	15	FIRE EXTINGUISHER TESTING
101-301-970-00 CAPITAL OUTLAY	100	1406	1306	POLICE DEPT DESKTOP
101-441-702-00 DPW SALARIES	32550	37788	5238	PAYROLL
101-441-940-00 EQUIPMENT RENTAL	24502	26788	2286	EQUIPMENT RENTAL
101-448-920-00 UTILITY STREET LIGHTING	16235	17922	1687	DTE & CONSUMERS
101-521-810-00 CONTRACTED SERVICES-TRASH	37000	40321	3321	EMTERRA
101-750-920-00 UTILITIES	4700	4810	110	DTE & CONSUMERS
<b>MAJOR STREETS</b>			<b>22552</b>	
202-463-703-00 SALARIES-CLERKS	3915	4324	409	PAYROLL
202-478-940-00 EQUIPMENT RENTAL	1500	2093	593	EQUIPMENT RENTAL
202-482-711-00 INSURANCE-GENERAL LIABILITY	2100	2105	5	EMC INSURANCE COMPANY
202-486-702-00 SALARIES-REGULAR	1170	1470	300	PAYROLL
202-486-940-00 EQUIPMENT RENTAL	2600	2630	30	EQUIPMENT RENTAL
<b>LOCAL STREETS</b>			<b>1337</b>	
203-463-703-00 SALARIES-CLERK	3915	4324	409	PAYROLL
203-482-711-00 INSURANCE-GENERAL LIABILITY	2100	2105	5	EMC INSURANCE COMPANY
<b>SEWER</b>			<b>414</b>	
590-536-711-00 INSURANCE-GENERAL LIABILITY	4200	4210	10	EMC INSURANCE COMPANY
590-536-803-00 WATER QUALITY TESTING	320	1000	680	WATER TESTING
590-536-810-00 CONTRACTED SERVICES	3000	3420	420	SEWER DRAIN FLUSHING-MONROE
590-536-850-00 TELECOMMUNICATIONS	146	166	20	FAXAGE & PHONE
<b>WATER</b>			<b>1130</b>	
591-536-702-00 SALARIES-DPW	17931	20731	2800	PAYROLL
591-536-703-00 SALARIES-CLERK	6414	7643	1229	PAYROLL
591-536-711-00 INSURANCE-GENERAL LIABILITY	4200	4210	10	EMC INSURANCE COMPANY
591-536-715-00 FICA/MEDICARE	1914	2214	300	FICA/MEDICARE
591-536-740-00 SUPPLIES-OPERATING (CHLORINE)	2755	2938	183	CHLORINE
591-536-803-00 WATER QUALITY TESTING	4000	4056	56	WATER TESTING
591-536-850-00 TELECOMMUNICATIONS	146	166	20	FAXAGE & PHONE
591-536-920-00 UTILITIES	6500	7441	941	DTE & CONSUMERS
591-536-930-00 REPAIR & MAINTENANCE	17590	18041	451	WELL HOUSE #3 THERMOSTAT
591-536-940-00 EQUIPMENT RENTAL	4000	4400	400	EQUIPMENT RENTAL
<b>EQUIPMENT RENTAL</b>			<b>6390</b>	
661-441-702-00 SALARIES-DPW	1275	1775	500	PAYROLL
661-441-711-00 INSURANCE-GENERAL LIABILITY	3150	3160	10	EMC INSURANCE COMPANY
661-441-715-00 FICA/MEDICARE	149	189	40	FICA/MEDICARE
661-441-726-00 SUPPLIES-MISC	955	970	15	OIL RAGS
661-441-930-00 REPAIR & MAINTENANCE	11920	11960	40	FIRE EXTINGUISHER TESTING
			<b>605</b>	

\$ 32,428

**\*ALL ADJUSTMENTS FROM FUND BALANCE UNLESS NOTED**

# VILLAGE OF UNIONVILLE

GATEWAY TO THE THUMB

6454 MERRY ST.

UNIONVILLE, MI 48767

PHONE (989) 674-2244/FAX (989) 607-6621

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## Committees for 2024-2025 Fiscal Year

Police	B. Gaeth/Miracle
Street & Sidewalks	Katnik/C. Gaeth
Utilities	Sting/Townsend
Park	Sting/Miracle
Budget	Balzer/Katnik/Townsend
Building, Grounds & Equipment	B. Gaeth/Townsend
Wages	Balzer/Townsend
Water, Sanitary Sewer & Storm Sewer	C. Gaeth/B. Gaeth
Insurance	C. Gaeth/Balzer
Zoning	Katnik/Miracle
Blight	Katnik/C. Gaeth/B. Gaeth

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## 2024-2025

### COUNCIL MEETING SCHEDULE

The Village Council meets every 3rd Monday of the Month  
at the Village Hall.

Meetings begin at 7:00 pm.

April 15, 2024

May 20, 2024

June 17, 2024

July 15, 2024

August 19, 2024

September 16, 2024

October 21, 2024

November 18, 2024

December 16, 2024

January 20, 2025

February 17, 2025

March 17, 2025

Budget Hearing and Year-End Meeting

March 24, 2025