

VILLAGE OF WEBBERVILLE  
115 S. Main St.  
REGULAR MEETING MINUTES

The regular meeting of the Webberville Village Council was called to order by President Bradley Hitchcock, at 6:02 pm on June 11, 2024, in the Webberville Village Hall.

Roll was called:

Present: Sandra Schoenborn, Lana Stanfield, Deborah Walter, President Brad Hitchcock  
Absent: Samuel Schulte

Others Present:

Jessica Kuch	Clerk/Treasurer
Scott Gould	Village Attorney
Josh Rockey	WDDA Chairman
Ryan Jones	DPW Operator
Bruce Wallace	PEA Group
Dan McCarthy	Resident
Mitchell Groll	New DPW Hiree

The Clerk declared a quorum

**Approval of Agenda**

Motion by Schoenborn, second by Stanfield to approve the agenda as presented. Ayes all.  
Motion Carried.

**Public Comment**

\*Dan McCarthy-Would like to know when the meeting minutes were going to be put up on the website.

**Consent Agenda**

Motion by Stanfield, second by Schoenborn to approve the consent agenda as presented. Ayes: Schoenborn, Stanfield, Walter, Hitchcock. Absent: Schulte. Ayes all. Motion Carried.

**Reports**

- 1) DPW Report-Ryan Jones-Fire Hydrant at the corner of Elm and Grand River is going to be getting fixed. They are going to do an exploratory dig to figure out the problem. Waiting on estimates to get rid of the weeds in the lagoons. This is a compliance issue and currently waiting on quotes. Residents please do not remove the flags from Miss Dig.
- 2) Clerk/Treasurer Report-Jessica Kuch-Tammy worked really hard to get quotes for paint and carpet for the Village office. Taxes are coming up and any delinquents has been added to their bill. Still waiting on the personal property tax petition. Learned a lot at the CAT meeting such as tax updates, cyber security, etc.

- 3) WDDA Report-Josh Rockey-Brought the plans for the Ford building for the council to take a look at. Working on getting a plan amendment set up.
- 4) Building/Zoning Report-N/A no report
- 5) NIESA Report-Sandra Schoenborn-There will be more activity at station 62 Monday, Wednesday, and Saturday for fire academy.
- 6) Attorney Report-Scott Gould-No positive news regarding J. Hord. Shiawassee county is submitting a nonpayment to Ingham County and it will be going to the Judges desk. Sent a memo to MML to try and get the remaining amount of the claim we submitted. No update on the civil rights matter. Still waiting to hear about the violations from EGLE. Still no news about white rose or the tax petition either. Went over the letter about the billboard with council.
- 7) Engineer Report-Will be covered in new business.
- 8) Advocate Report-Lana Stanfield-The community picnic went well and have had a lot of good feedback. Said thank you to everyone that helped out, and anyone who she might have missed. -Jessica Kuch-received an email from a resident regarding the pocket park south of town. Between Ryan and Jessica, we are going to see what we can do about updating that park.

### **Hire Mitchell Groll**

Recommended by President Hitchcock, so moved by Stanfield, second by Schoenborn to approve hiring Mitchell Groll as the new DPW employee starting at \$27.00 an hour with a \$2.00 raise after he receives his water license in November. His first day will be June 24<sup>th</sup>, 2024 if not sooner, and is on a 90 days probation. Ayes: Schoenborn, Stanfield, Walter, Hitchcock. Absent: Schulte. All Ayes. Motion Carried.

### **Black Oak Resolution #2024-14**

Motion by Schoenborn, second by Walter to adopt Resolution #2024-14 to formally accept Black Oak Street as a Village Street. Ayes: Schoenborn, Stanfield, Walter, Hitchcock. Absent: Schulte. All Ayes. Motion Carried.

### **Road Discussion**

Went over possible road projects for the next three years, and their estimates. Mainstreet will need to be delayed until 2026, and possibly do Gramer next year. Black Oak is the priority right now and needs to be done this year before winter. Will have a resolution at the next council meeting.

### **DPW Safety and PPE Requirement policy approval**

Recommended by President Hitchcock, so moved by Schoenborn, second by Stanfield to approve the DPW safety and PPE Requirement Policy as presented by Attorney Scott Gould. Ayes: Schoenborn, Stanfield, Walter, Hitchcock. Absent: Schulte. All Ayes. Motion Carried.

### **Update DPW Job Description**

Council went over the Job Descriptions of the DPW

### **Approve Resolution #2024-03 establishing the Millage Rate for 2024-2025**

Motion by Schoenborn, second by Stanfield to approve Resolution #2024-03 for the 2024-2025 millage rate for the Village of Webberville, for real and personal property tax. Ayes: Schoenborn, Stanfield, Walter, Hitchcock. Absent: Schulte. All Ayes. Motion Carried.

**2024-Audit Engagement Letter**

Motion by Stanfield, so moved by Schoenborn to approve the 2024 Audit Engagement letter with Gabridge and Company not to exceed \$15,200.00. Ayes: Schoenborn, Stanfield, Walter, Hitchcock. Absent: Schulte. All Ayes. Motion Carried.

**Update Village Office-Paint and Carpet**

Council discussed and had some questions regarding the quotes. Bring back with answers to the next meeting.

**Adjourn**

Motion by Schoenborn, second by Stanfield to adjourn the meeting at 8:00pm. All Ayes. Motion Carried.

Jessica Kuch  
Clerk/Treasurer