

Village of Waldron
102 S. Main St.
Waldron, MI 49288
February 11, 2025

The 2025 February meeting was held on February 11, 2025, at the Wright-Waldron Municipal Building. President Shawn Barnhart called the meeting to order at 7 p.m. All stood to recite the Pledge of Allegiance and roll call was taken with Trustees Emil Gravelle, Allison Harwood, Stacie Shamplo and President Shawn Barnhart present, and Trustee Brian Bernath absent due to illness and trustee Dakota Potter absent.

Public Comment

None.

Trustee Emil Gravelle requested to add deposit schedule to the agenda. Emil Gravelle made a motion to approve the agenda with the addition. Allison Harwood supported the motion and it carried with a voice vote.

Emil Gravelle made a motion to approve the meeting minutes of January 14, 2025. Allison Harwood supported, and it carried with a voice vote.

Reports to Council

Fire Board had not met yet this month.

Shawn Barnhart reported for maintenance. They have been working on snow removal/salting of streets, helping paint office, removing water on some streets, servicing the Spartan lawnmower, and starting inventory of unused items to sell.

Street Administrator Shawn Barnhart reported that he directed maintenance on daily work and will have Hunter help Casey with scanning village records when the weather isn't conducive to working outside.

Dennis McNett reported for both the water and sewer systems giving integral information to track the health of each system.

Billing Clerk Dawna Popejoy presented her report. Discussion regarding late fees and renter deposits followed.

Code Enforcer Dakota Potter was absent with no report.

Emil Gravelle reported for the Planning & Zoning Commission. They figured out maps. Their next meeting is March 4, 2025, at 5 p.m.

Emil Gravelle reported that he had spoken with the village attorney regarding Ryan Aplin's concerns the from previous month and Mr. Lucas said he would not sue any previous board members. Trustee Gravelle also reported that Utilities & Drains had met with Dawna.

Treasurer Bill Hall reported on the accounts and the taxes collected to date. The last day he can collect 2024 village property taxes is February 28. He is scheduled for tax settlement on March 3, 2025.

Clerk Casey Gravelle reported she was working on the budget with Shawn Barnhart and the Budget Committee, all federal filing was completed, receiving quotes for software solutions. The sewer budget modification from the previous month needed to be amended and she needed them to choose what the employer year would be for the Earned Sick Time Act.

Emil Gravelle moved to make the fiscal year the period for the Earned Sick Time Act. Allison Harwood supported and it carried with a voice vote.

Emil Gravelle moved to approve the amended budget modification for the Sewer Account.

Account Description	Budget Amount	YTD Actual	Difference	Recom. Increase	Recom. Decrease	Revised Budget	Budget Balance
Contingency	\$21,625.00	-----	\$21,625.00	-----	\$700.00	\$20,925.00	\$20,925.00
Permit Fees	\$410.00	\$809.00	\$(399.00)	\$400.00	-----	\$810.00	\$1.00
Gas & Oil	\$1,050.00	\$1,153.51	\$(103.51)	\$300.00	-----	\$1,350.00	\$196.49

President Barnhart reported he was going over the budget for next year, attended January's Planning Commission meeting, and communicating with Casey on future projects. The white dump truck will need new tires very soon. The ones on the truck currently are 17 years old.

Stacie Shampo moved to accept the budget modification for the General account. Allison Harwood supported, and it carried with a voice vote.

Account Description	Budget Amount	YTD Actual	Difference	Recom. Increase	Recom. Decrease	Revised Budget	Budget Balance
Contingency	\$17,580.00	-----	\$17,580.00	-----	\$3,640.00	\$13,940.00	\$13,940.00
Drain Assessment	\$400.00	\$479.45	\$(79.45)	\$80.00	-----	\$480.00	\$0.55
Office Supplies	\$2,500.00	\$2,869.20	\$(369.20)	\$500.00	-----	\$3,000.00	\$130.80
Garbage Pick-Up Expense	\$38,600.00	\$38,810.50	\$(210.50)	\$400.00	-----	\$39,000.00	\$189.50
Village Publishing-Village Property	\$330.00	\$328.00	\$2.00	\$200.00	-----	\$530.00	\$202.00
Office Miscellaneous	\$0.00	\$1.06	\$(1.06)	\$10.00	-----	\$10.00	\$8.94
Miscellaneous-Village Prop	\$480.00	\$2,116.34	\$(1,636.34)	\$1,800.00	-----	\$2,280.00	\$163.66
Utilities-Village Property	\$13,500.00	\$12,759.62	\$740.38	\$500.00	-----	\$14,000.00	\$1,240.38
Payroll Expenses	\$7,000.00	\$7,088.33	\$(88.33)	\$150.00	-----	\$7,150.00	\$61.67

Emil Gravelle moved to accept the income budget modification for the Water account. Allison Harwood supported, and it carried with a voice vote.

Account Description	Budget Amount	YTD Actual	Difference	Recom. Increase	Recom. Decrease	Revised Budget
Water Sales	\$145,000	\$180,692.12	\$35,692.12	\$35,000.00	-----	\$180,000.00
TMF Grant	\$0.00	\$0.00	\$0.00	\$4,375.00	-----	\$4,375.00

Emil Gravelle moved to accept the expense budget modification for the Water account. Allison Harwood supported, and it carried with a voice vote.

Account Description	Budget Amount	YTD Actual	Difference	Recom. Increase	Recom. Decrease	Revised Budget	Budget Balance
Contingency	\$16,449.00	-----	\$16,449.00	-----	\$10,030.00	\$6,419.00	\$6,419.00
Payroll Expenses	\$1,100.00	\$0.00	\$0.00	\$150.00	-----	\$1,250.00	\$1,250.00
Postage	\$950.00	\$1,039.77	\$(89.77)	\$100.00	-----	\$1,050.00	\$10.23
TMF Grant Contractor	\$0.00	\$4,375.00	\$(4,375.00)	\$4,375.00	-----	\$4,375.00	\$0.00
Travel Expenses	\$0.00	\$0.00	\$0.00	\$995.00	-----	\$995.00	\$995.00
Utilities	\$7,500.00	\$8,027.06	\$(527.06)	\$1,330.00	-----	\$8,830.00	\$802.94
Maintenance – Other	\$0.00	\$430.02	\$(430.02)	\$440.00	-----	\$440.00	\$9.98
Annual Fees	\$2,250.00	\$4,154.27	\$(1,604.27)	\$1,610.00	-----	\$4,160.00	\$5.73
Staff Development/ Training	\$0.00	\$1,005.00	\$(1,005.00)	\$1010.00	-----	\$1010.00	\$5.00
Miscellaneous	\$0.00	\$19.65	\$(19.65)	\$20.00	-----	\$20.00	\$0.35

Emil Gravelle moved to approve the budget modifications for the Sewer account. Allison Harwood supported. It carried with a voice vote.

Account Description	Budget Amount	YTD Actual	Difference	Recom. Increase	Recom. Decrease	Revised Budget	Budget Balance
Contingency	\$20,925.00	-----	\$20,925.00	-----	\$3,440.00	\$17,485.00	\$17,580.00
Payroll Expenses	\$1,100.00	\$0.00	\$1,100.00	\$150.00	-----	\$1,250.00	\$1,250.00
Gas & Oil	\$1,350.00	\$1,380.07	\$(30.07)	\$200.00	-----	\$1,550.00	\$169.93
Natural Gas	\$1,200.00	\$1,352.51	\$(152.51)	\$350.00	-----	\$1,550.00	\$197.49
Postage	\$800.00	\$958.77	\$(158.77)	\$160.00	-----	\$960.00	\$1.23
Discharge Testing	\$2,000.00	\$2,205.00	\$(205.00)	\$210.00	-----	\$2,210.00	\$5.00
Maintenance	\$8,000.00	\$8,499.14	\$(499.14)	750.00	-----	\$8,750.00	\$250.86
Annual Fees	\$1,750.00	\$3,345.88	\$(1,595.88)	\$1,600.00	-----	\$3,350.00	\$4.12
Miscellaneous	\$50.00	\$69.65	\$(19.65)	\$20.00	-----	\$70.00	\$0.35

Stacie Shamplo moved to approve the budget modifications for the Major Street account. Allison Harwood supported and it carried with a voice vote.

Account Description	Budget Amount	YTD Actual	Difference	Recom. Increase	Recom. Decrease	Revised Budget	Budget Balance
Contingency	\$21,000.00	-----	\$21,000.00	-----	\$5,000.00	\$16,000.00	\$16,000.00
Capital Outlay-Equipment	\$9,000.00	\$8,539.20	\$460.80	\$5,000.00	-----	\$14,000.00	\$5,460.80

Emil Gravelle moved to pay the bills. Allison Harwood supported the motion, and it carried with a voice vote.

County Commissioner Brent Leininger reported for the county. The Board of Review will be held in Adams Township this year. The work on the courthouse is done and remained within budget. They are progressing forward with the 800 MHz project. Discussion regarding the ambulance contracts followed.

UNFINISHED BUSINESS

Two proposals for new software for the clerk, treasurer and billing clerk were presented. Discussion regarding the two proposals followed. Stacie Shamplo moved to purchase the software from gWorks. Allison Harwood supported. A roll call vote was held with the following results: Emil Gravelle – yes, Allison Harwood – yes, Stacie Shamplo – yes, President Shawn Barnhart – yes. Motion carried.

Trustee Emil Gravelle read Resolution 25-01 to become a participating municipality in Michigan’s Fire Insurance Withholding Program. Emil Gravelle moved to pass Resolution 25-01. Stacie Shamplo supported. A roll call vote was held with the following results: Emil Gravelle – yes, Allison Harwood – yes, Stacie Shamplo – yes, President Shawn Barnhart – yes. Motion carried.

NEW BUSINESS

The contract with Ixom to service and maintain the Solarbees at the lagoons was up for renewal. The board discussed the renewal options. Stacie Shamplo moved to renew for one year with one visit. Emil Gravelle supported and it carried with a voice vote.

The proposed budgets and wage changes were discussed.

Emil Gravelle moved for the part-time maintenance, 30 hours per week, to increase from \$13 per hour to \$13.50 per hour for a total pay for the year of \$21,060.00 effective March 1, 2025. Allison Harwood supported. It carried with a voice vote.

Allison Harwood moved to increase the clerk’s salary with a COLA raise effective March 1, 2025. Stacie Shamplo supported. It carried with a voice vote.

Emil Gravelle moved to change the code enforcement officer from \$14 an hour, 20 hours a week to replace that with \$25 an hour, max of 3 hours a week, and if there is a court pay that has to be done it is \$50 plus mileage. And the budget amount would be \$5,000 for the year effective March 1, 2025. Stacie Shamplo supported and it carried with a voice vote.

Stacie Shamplo moved to change the billing clerk to hourly with a 3% COLA raise on \$13.50 an hour making it \$13.91 an hour, maximum of 23 hours effective March 1, 2025. Emil Gravelle supported. It carried with a voice vote.

Emil Gravelle moved to extend the meeting beyond 9 pm. Allison Harwood supported and it carried with a voice vote.

Emil Gravelle moved to have the Operator Maintenance position change from 35 hours to 40 hours a week and give an additional week of paid vacation in addition to the earned sick time act credit that he will earn through that act, effective March 1, 2025. Allison Harwood supported. It carried with a voice vote.

Emil Gravelle moved to approve Proposed Budget B that includes gWorks to be presented to the citizens at a public hearing. Allison Harwood supported the motion. It carried with a voice vote.

Emil Gravelle moved to schedule the budget hearing scheduled for February 24 at 7 pm and for that to be published in the paper. Allison Harwood supported. It carried with a voice vote.

The tentative fire and ambulance budgets were reviewed.

The resignation of Trustee Ryan Aplin was discussed. Stacie Shamplo moved to accept his resignation. Allison Harwood supported. It carried with a voice vote.

Stacie Shamplo moved to post for the open trustee position with a deadline of March 6, 2025, at 3 p.m. Allison Harwood supported. It carried with a voice vote.

The self-reporting for the CDSMI/TMF work was discussed.

Emil Gravelle moved to pass a resolution to amend Resolution 16-05 to read as follows, “monies paid to the Village of Waldron shall be deposited by the treasurer into appropriate accounts on dates chosen by the treasurer, who will notify the clerks of these dates, with exceptions of the holidays when the banks are closed.” Stacie Shamplo supported. A roll call vote was held with the following result: Emil Gravelle – yes, Allison Harwood – yes, Stacie Shamplo – yes, and President Shawn Barnhart – yes.

The floor was opened back up for public comment. None followed.

Stacie Shamplo made a motion to adjourn. Allison Harwood supported the motion, and it carried by a voice vote. The meeting was adjourned at 9:17 p.m. until March 11, 2025.

Respectfully Submitted,
Casey Gravelle
Village Clerk

**Subject to approval at the March 11, 2025 meeting.