

**VILLAGE OF GRAND BEACH  
REGULAR COUNCIL MEETING  
JANUARY 16, 2003**

President John Deaner called the regular scheduled meeting of the Grand Beach Village Council to order at 8:25 PM EDT. Present in addition to Deaner were Walter Carroll, James Bracewell and Charles Joyce. Debbie Lindley was absent as she was out of town.

Minutes from the December 19, 2002 regular meeting were approved on a motion by W. Carroll/C. Joyce. Unanimous 4-0. Minutes of the Public Hearing of December 19, 2002 were approved on a W. Carroll/J. Bracewell motion unanimously 4-0.

Commission reports were as follows; Building and Zoning, Beaches and Water, Police, Pro-Shop & Course and Parks had nothing to report. Street Commissioner J. Bracewell complimented the maintenance crew for being out at 4:00 AM Christmas day removing snow.

The Superintendent, Police Chief and Building Inspector had nothing to add to their written reports.

In his President's report, John Deaner mentioned that we have offered to allow the use of our water tower for an 800 MHz antennae, and Chief Schroeder added that they are still studying this issue. John stated that he signed a contract with ServiScape on 12/31/02. ServiScape was here on 1/2/03 to do an inventory of our equipment and tools. The asbestos study was completed on 1/7/03 and 1/8/03 and we are awaiting the results. Bob Dabbs received his S4 and D4 water certification and the Village cancelled our contract with Tim Kading for water services.

Bills to be paid as presented with written additions were approved on a by J. Bracewell/C. Joyce. Unanimous 4-0.

Under old business was Building Department Document Specialist. Bill Owens will hire someone to assist him. This person will not be an employee of the Village, but will be an employee of Bill Owens. Bill will pay the person out of his inspection fees. A motion by J. Deaner/J. Bracewell to increase the building inspector's fees from 35% to 45% to be reviewed annually was approved 4-0.

Don Jackson of the Jackson Group presented the Council with the annual audit of fiscal year 2001/2002. He stated that the Village of Grand Beach is a very healthy government and is in healthy shape with cash and assets. The due to and due from accounts are being taken care of on a monthly basis, which helps give a more accurate report. Overall, revenues were up slightly over last year. Golf revenues were down, but he felt that the prior year was a big year and 2001/2002 was a more normal year. The Village had total revenue of \$1,034,000 and spent \$1,052,000. The biggest increases were in wages and benefits due to the fact that we now have a full time clerk

and health insurance costs are constantly rising. Expenses were \$18,000 higher than revenues. However, we did much more maintenance on equipment and golf equipment than was done in the past, had more wages and higher legal fees. Building department fees were higher due to the fact that rent was charged to the fund for office space and the clerk's time spent on building issues.

Don Jackson made the following recommendations:

- Deposit checks for building permit fees and water tap fees ASAP. In the past, the checks were not deposited until the permits were issued and the water taps completed.
- Better reconciliation of the water fund receivables to the general ledger. Clerk, Mary Robertson will be able to keep a better handle on the water receivables and reconcile to the general ledger.
- Annual reviews should be done on employees.
- Equipment rental should be charged to the Water Fund when equipment is used for the Water Department.

A motion by J. Deaner/J. Bracewell to accept the 2001/2002 audit with corrections to totals on page 9 of the audit highlights to be distributed to the Council by Don Jackson. Motion approved unanimously 4-0.

A motion by J. Deaner/J. Bracewell to approve employee benefits as presented with the following additions was passed unanimously 4-0.

- Holidays for salaried employees- One salaried employee (Police Chief) is receiving his normal salary and additional pay for each holiday. Increase his annual salary by the 10 days holiday pay. The Superintendent, who does not receive additional pay for holidays and all new hires that are salaried will receive comp time for holidays worked. This comp time must be used within 60 days or it will be forfeited.
- Paid Vacations - Employees may take vacations during the summer months, as long as the department is covered and is not left short-handed.
- Paid Sick Days – A doctor's slip is required if an employee is off work for five (5) consecutive days.
- Paid Sick Days -Employee's who have accumulated sick days available may donate extra sick days, up to a limit of 10 days to a fellow employee with severe illness who is out of sick days.
- Paid Sick Days -There is no pay or compensation for unused sick days upon an employee's retirement, resignation or termination of employment.

A motion by J. Deaner/J. Bracewell to adopt Wage Ordinance #46 was approved unanimously 4-0.

The fire control ordinance was next on the agenda. John Deaner explained that the major item that generated this ordinance was the huge brush pile that the Village has that needs to be removed or burned. The ordinance was also written to be more specific regarding recreational fires to roast marshmallows or hot dogs. During

discussion of the fire control ordinance, Superintendent Bob Dabbs informed the council that ServiScape had received a bid of \$1,500 for the removal of the brush pile by a company that they use for tree trimming. The cost would go up to \$2,000 if the pile was not removed at the time of the tree trimming. John Deaner felt that it would still be necessary to adopt this new ordinance in case the Village has a need to burn in the future. A motion by

J. Bracewell/W. Carroll to adopt the Fire Control Ordinance was passed unanimously 4-0.

A motion by J. Bracewell/J. Deaner to accept a bid for installation of new lights in the maintenance garage from Olson Electric in the amount of \$2,315.00 was approved unanimously 4-0.

A motion by J. Deaner/C. Joyce to appoint James Bracewell as street administrator and to adopt the resolution for the same was passed unanimously 4-0.

A motion by J. Deaner/J. Bracewell to appoint Clerk, Mary Robertson, President, John Deaner and Deputy Treasurer, Marjorie Royce to the Election Commission was passed unanimously 4-0.

A motion by J. Deaner/C. Joyce to appoint Shirley Scott, Judie Deaner and Jeanie Miller as election inspectors was passed unanimously 4-0.

A motion by J. Deaner/J. Bracewell to set the 2003 meeting schedule as the 3<sup>rd</sup> Thursday of each month at 7:30 EST was approved unanimously 4-0.

With no further business to discuss, the meeting adjourned at 9:50 PM EST.

Respectfully Submitted,

Mary J. Robertson  
Clerk/Treasurer