

**VILLAGE OF SCHOOLCRAFT
COUNCIL PROCEEDINGS
September 16, 2024**

The Regular Meeting of the Village Council held at 442 N. Grand Street, was called to order by President Rochholz at 7:00 p.m.

The Prayer and Pledge of Allegiance to the Flag of the United States of America were led by President Rochholz.

ROLL CALL:

Present: President Rochholz, Trustees Mastenbrook, Beck, Bergland, Barnes and Carlin.
Absent: None.
Also Present: Village Clerk Theresa O'Leary, Chief Scott Smith, Linda Barnes, Doug Wohlberg, Steve Waldron, Brian Julien, Shawn Rance, and Wendy Mazer.

APPROVAL OF AGENDA:

Motion by Beck, seconded by Barnes, to approve the agenda as presented. All Aye.

APPROVAL OF CONSENT AGENDA:

Motion by Mastenbrook, seconded by Bergland, to approve the Consent Agenda as presented. All Aye.

CITIZEN'S ON NON-AGENDA ITEMS:

None.

PUBLIC HEARINGS:

None.

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

- a) Mr. Doug Wohlberg presented the Audit Report for Fiscal Year Ending February 29, 2024.

Motion by Mastenbrook, seconded by Barnes to accept the Audit Report for Fiscal Year Ending February 29, 2024 as presented. All aye.

- b) Trustee Kathy Mastenbrook led a discussion regarding South Kalamazoo County Fire Authority's Draft Audit. She made the following statements:
- She stated SKCFA's draft audit was discussed at last month's meeting.
 - She summarized the SKCFA's Auditor's letter with the following statement:
 - The SKCFA has deficiencies in internal control. The auditor is relied upon to assist with financial statements. An external auditor cannot be considered part of the SKCFA internal controls. This is a repeat finding.
 - She stated an internal or external accountant should be considered to assist with their daily accounting needs.
 - She stated if the Council accepts the draft audit, it will say the procedure used is OK.
 - She stated additional support is needed for the administrator.
 - She stated SKCFA needs to keep better records.

The Council members abstained from making a motion to accept the Draft Audit for the SKCFA.

TABULATION OF BIDS:

None.

COMMUNICATIONS:

None.

STATEMENTS FROM CITIZENS AND MUNICIPAL OFFICIALS

Trustee Kathy Mastenbrook made the following statements regarding the August 21, 2024 meeting of the South Kalamazoo County Fire Authority (SKCFA) she attended:

- She stated Eric LeWinter with First Due appeared virtually to discuss the bid for First Due Software and answered questions from the Board.
- She stated a citizen informed the Board he attended a meeting of the Road Commission of Kalamazoo County to discuss concerns regarding Portage Road and TU Avenue traffic. He also informed the Board that Constantine was in the process of getting a new fire station.
- She stated a volunteer fire fighter shared his concern regarding staffing for stations and believed tax payers would have to pay for the coverage.
- She stated Chief McMillan is still getting quotes for repair of the leased Vicksburg Fire Station.
- She stated, in regard to the ambulance provider agreement, RFP's are out and they are waiting for a compilation of bids.
- She stated Carl Keller indicated that Dr. Fales spoke at the Village of Vicksburg meeting.
- She stated the Board approved a 6-month agreement with First Due (responder, scheduling, record, asset and inventory software) along with a budget amendment from general fund to the communications fund.
- She stated Chief McMillan highlighted calls and stated he contacted Village of Vicksburg for assistance with grants. Chief McMillan also stated the ISO rating is 5.
- She stated Chief McMillan was thanked for the Touch-A-Truck opportunity at the B & B event.
- She stated follow-up was made regarding bids from an outside consulting firm regarding the best location for a new fire station. President Locey stated she was working on it.
- She stated a request was made for the Board to consider implementing recommendations by the Auditor which could help with upcoming needs and a strategic planning session would be helpful in prioritizing those needs.

Chief Scott Smith made the following statements:

- He stated the activity report changed to reflect year to date activity.
- He stated a crossing guard for the schools has been hired by the Village. She will be trained by Chief Smith. She will be stationed at the corner of 14th and Lyon Streets.
- He stated new speed limit signs have been placed on E. Lyon Street. The speed limit is now 25 mph down from 35 mph.
- He stated eventually the speed limit will be 25 mph in the entire Village.

OTHER BUSINESS:

Kalamazoo County Commissioner Wendy Mazer provided an update on Kalamazoo County activities.

ADJOURNMENT

The meeting was adjourned at 7:57 p.m.

Michael J. Rochholz, Village President

Theresa O'Leary, Village Clerk