

EMPIRE VILLAGE COUNCIL WORK SESSION
January 11, 2024 @ 7 PM
Empire Township Hall - 10088 W. Front Street

AGENDA

A. CALL MEETING TO ORDER AND PLEDGE OF ALLEGIANCE

B. ROLL CALL

C. CHANGES OR ADDITIONS TO THE AGENDA

D. ADOPTION OF THE AGENDA

E. PUBLIC COMMENTS ON AGENDA ITEMS

F. COMMUNICATIONS

G. PRESENTATIONS

- 1) New Village Attorney Mika Meyers – Ross Leisman and Tim Figura
- 2) TextMyGov – ZOOM Presentation

H. PUBLIC COMMENT ON PRESENTATIONS

I. DEPARTMENT HEAD REPORTS

J. COUNCIL MEMBER / COMMITTEE REPORTS

K. OLD BUSINESS

- 1) Approve December 14, 2023, Regular Meeting Minutes

L. NEW BUSINESS

- 1) Discussion of TextMyGov Software for 2024 (Bacon)
- 2) South Bar Lake Drainage District Assessment (Palmer)
- 3) Clarification on Snowplowing (Bacon)
- 4) Sidewalk Clearing (Bacon)
- 5) Village Employee Health Insurance (Chase)
- 6) Selection of Lambkin Lane and Florence Street Bids (Bacon)

M. PUBLIC COMMENT

N. COUNCIL MEMBER COMMENT

O. ADJOURNMENT

User: DSMITH
DB: Empire

PERIOD ENDING 12/31/2023

GL NUMBER	DESCRIPTION	2023-24		ACTIVITY FOR		AVAILABLE BALANCE	% BUDGET USED
		AMENDED BUDGET	YTD BALANCE 12/31/2023	MONTH 12/31/2023			
Fund 101 - GENERAL FUND							
Dept 000							
101-000-403	REAL PROPERTY TAX	450,000.00	437,405.39	0.00	12,594.61	97.20	
101-000-404	PERS PROP TAX	5,000.00	6,621.59	0.00	132.43	132.43	
101-000-476	LICENSES & PERMITS	5,000.00	6,115.00	125.00	(1,115.00)	122.30	
101-000-546	GRANT FUNDING	150,000.00	0.00	0.00	150,000.00	0.00	
101-000-574	STATE SHARED REV	40,000.00	34,555.25	7,105.00	5,444.75	86.39	
101-000-655	FINES & FOREFEITS	5,000.00	2,585.00	0.00	2,415.00	51.70	
101-000-664	INVEST INTEREST	5,000.00	8,790.17	1.22	(3,790.17)	175.80	
101-000-670	MISC INCOME	2,000.00	5,425.61	0.00	(3,425.61)	271.28	
101-000-671	PARKING PASS	150.00	250.00	0.00	(100.00)	166.67	
101-000-672	BEACH PARKING	34,000.00	37,765.35	0.00	(3,765.35)	111.07	
101-000-691	FUND BALANCE CONTRIBUTION	130,000.00	0.00	0.00	130,000.00	0.00	
101-000-693	REFUNDS & REBATES	0.00	598.89	0.00	(598.89)	100.00	
Net - Dept 000		826,150.00	540,112.25	7,231.22	286,037.75		
Dept 100 - COUNCIL							
101-100-702	WAGES - COUNCIL	13,000.00	9,510.00	0.00	3,490.00	73.15	
101-100-715	PR TAX EXP - COUNCIL	950.00	727.52	0.00	222.48	76.58	
101-100-910	PROF DEVELOPMENT	2,000.00	1,295.00	0.00	705.00	64.75	
Net - Dept 100 - COUNCIL		(15,950.00)	(11,532.52)	0.00	(4,417.48)		
Dept 215 - CLERK							
101-215-702	WAGES - CLERK	19,500.00	13,222.91	1,322.29	6,277.09	67.81	
101-215-703	WAGES - DEPUTY CLERK	32,400.00	27,738.92	2,641.80	4,661.08	85.61	
101-215-715	PR TAX EXP - CLERK	4,000.00	3,133.50	303.24	866.50	78.34	
101-215-726	SUPPLIES	25.00	0.00	0.00	25.00	0.00	
101-215-840	INSURANCE	4,000.00	2,360.00	236.00	1,640.00	59.00	
101-215-874	RETIREMENT	1,800.00	1,386.92	132.10	413.08	77.05	
Net - Dept 215 - CLERK		(61,725.00)	(47,842.25)	(4,635.43)	(13,882.75)		
Dept 253 - TREASURER							
101-253-702	WAGES - TREASURER	9,700.00	7,829.01	745.62	1,870.99	80.71	
101-253-715	PR TAX EXP - TREASURER	750.00	598.95	57.05	151.05	79.86	
101-253-726	SUPPLIES	500.00	198.49	0.00	301.51	39.70	
101-253-730	POSTAGE	300.00	756.00	0.00	(456.00)	252.00	
101-253-860	TRANSPORTATION	50.00	0.00	0.00	50.00	0.00	
Net - Dept 253 - TREASURER		(11,300.00)	(9,382.45)	(802.67)	(1,917.55)		
Dept 262 - ELECTIONS							
101-262-705	ELECTION WORKERS	100.00	0.00	0.00	100.00	0.00	
Net - Dept 262 - ELECTIONS		(100.00)	0.00	0.00	(100.00)		
Dept 265 - ADMINISTRATION							
101-265-702	WAGES - ADMINISTRATION MAINTENANCE	30,000.00	22,385.12	1,247.39	7,614.88	74.62	
101-265-707	BRUSH PILE WAGES	5,000.00	3,177.64	25.24	1,822.36	63.55	
101-265-715	PR TAX EXP - ADMINISTRATION	3,000.00	1,893.58	97.34	1,106.42	63.12	
101-265-726	SUPPLIES	2,000.00	1,954.05	51.40	45.95	97.70	

PERIOD ENDING 12/31/2023

GL NUMBER	DESCRIPTION	2023-24		ACTIVITY FOR		AVAILABLE BALANCE	% BDGT USED
		AMENDED BUDGET	YTD BALANCE 12/31/2023	MONTH 12/31/2023			
Fund 101 - GENERAL FUND							
101-265-730	POSTAGE	300.00	157.00	0.00	143.00	52.33	
101-265-800	PROFESSIONAL SERVICES	20,300.00	21,460.00	10,000.00	(1,160.00)	105.71	
101-265-801	AUDIT FEES	5,000.00	8,385.00	0.00	(3,385.00)	167.70	
101-265-821	ENGINEERING FEES	0.00	420.00	0.00	(420.00)	100.00	
101-265-826	LEGAL FEES	3,000.00	6,356.00	114.00	(3,356.00)	211.87	
101-265-840	INSURANCE	18,000.00	15,441.00	745.00	2,559.00	85.78	
101-265-853	TELEPHONE	400.00	440.56	29.99	(40.56)	110.14	
101-265-854	CABLE INTERNET	1,200.00	949.89	89.99	250.11	79.16	
101-265-874	RETIREMENT	1,800.00	651.62	63.62	1,148.38	36.20	
101-265-880	BEAUTIFICATION	2,000.00	855.86	0.00	1,144.14	42.79	
101-265-900	PRINT & PUB	1,000.00	863.00	0.00	137.00	86.30	
101-265-919	WASTE DISPOSAL	1,000.00	3,247.77	0.00	(2,247.77)	324.78	
101-265-921	ELECTRICITY	2,000.00	1,235.73	122.40	764.27	61.79	
101-265-930	REPAIRS & MAINTENANCE	8,000.00	412.25	0.00	7,587.75	5.15	
101-265-931	STORM SEWER CLEANOUT	4,200.00	1,965.00	0.00	2,235.00	46.79	
101-265-933	SOFTWARE MAINTENANCE/SUPPORT	4,000.00	3,990.00	0.00	10.00	99.75	
101-265-956	DUES & MISC	600.00	0.00	0.00	600.00	0.00	
101-265-957	BANK CHARGES	200.00	4,027.17	20.00	(3,827.17)	2,013.59	
101-265-965	CONTR TO OTHER FUNDS	25,000.00	0.00	0.00	25,000.00	0.00	
101-265-966	GF CONTR - AIRPORT	750.00	0.00	0.00	750.00	0.00	
101-265-967	PARKING AT LION'S PARK	500.00	0.00	0.00	500.00	0.00	
101-265-970	CAPITAL OUTLAY - OFFICE ADDITION	25,000.00	0.00	0.00	25,000.00	0.00	
101-265-971	SPECIAL PROJECTS - WILCO RD	39,000.00	18,400.00	0.00	20,600.00	47.18	
101-265-978	EQUIPMENT RENTAL	18,000.00	3,906.32	401.18	14,093.68	21.70	
101-265-979	BRUSH PILE - EQUIPMENT RENTAL	8,000.00	9,125.01	0.00	(1,125.01)	114.06	
Net - Dept 265 - ADMINISTRATION		(229,250.00)	(131,699.57)	(13,007.55)	(97,550.43)		
Dept 444 - SIDEWALKS							
101-444-930	REPAIRS & MAINTENANCE	17,000.00	0.00	0.00	17,000.00	0.00	
Net - Dept 444 - SIDEWALKS		(17,000.00)	0.00	0.00	(17,000.00)		
Dept 446 - ALLEYS							
101-446-970	CAPITAL OUTLAY - ALLEYS	29,000.00	1,820.00	0.00	27,180.00	6.28	
Net - Dept 446 - ALLEYS		(29,000.00)	(1,820.00)	0.00	(27,180.00)		
Dept 448 - STREET LIGHTING							
101-448-921	STREET LIGHTING	10,000.00	8,557.28	789.22	1,442.72	85.57	
Net - Dept 448 - STREET LIGHTING		(10,000.00)	(8,557.28)	(789.22)	(1,442.72)		
Dept 536 - WASTEWATER UPDATE TASK FORCE							
101-536-726	SUPPLIES	0.00	45.14	0.00	(45.14)	100.00	
101-536-815	CONTRACTED SERVICES	20,000.00	4,290.08	2,240.08	15,709.92	21.45	
Net - Dept 536 - WASTEWATER UPDATE TASK FORCE		(20,000.00)	(4,335.22)	(2,240.08)	(15,664.78)		
Dept 721 - PLANNING COMMISSION							
101-721-701	WAGES - PLANNING COMMISSION	4,300.00	2,695.00	330.00	1,605.00	62.67	
101-721-702	WAGES - PLANNING SECY	1,100.00	600.00	100.00	500.00	54.55	

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PERIOD ENDING 12/31/2023

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR		AVAILABLE	%
		AMENDED BUDGET	12/31/2023	MONTH	12/31/2023	BALANCE	BUDGET USED
Fund 101 - GENERAL FUND							
101-721-715	PR TAX EXP - COMM PLANNING	400.00	252.09	32.90		147.91	63.02
101-721-726	SUPPLIES	100.00	219.46	0.00		(119.46)	219.46
101-721-730	POSTAGE	100.00	0.00	0.00		100.00	0.00
101-721-821	PROFESSIONAL	6,000.00	0.00	0.00		6,000.00	0.00
101-721-826	LEGAL FEES	1,500.00	0.00	0.00		1,500.00	0.00
101-721-900	PRINT & PUB	500.00	168.01	0.00		331.99	33.60
101-721-950	SEMINARS	500.00	0.00	0.00		500.00	0.00
101-721-955	DOES & MISC	100.00	0.00	0.00		100.00	0.00
Net - Dept 721 - PLANNING COMMISSION							
		(14,600.00)	(3,934.56)	(462.90)		(10,665.44)	
Dept 722 - ZONING COMMISSION							
101-722-701	WAGES - BOARD OF APPEALS	400.00	0.00	0.00		400.00	0.00
101-722-702	WAGES - ZONING ADMIN	8,750.00	7,067.34	673.08		1,682.66	80.77
101-722-715	PR TAX EXP - ZONING	700.00	540.65	51.49		159.35	77.24
101-722-726	SUPPLIES	0.00	37.84	0.00		(37.84)	100.00
101-722-826	LEGAL FEES	200.00	0.00	0.00		200.00	0.00
101-722-900	PRINT & PUB	100.00	0.00	0.00		100.00	0.00
Net - Dept 722 - ZONING COMMISSION							
		(10,150.00)	(7,645.83)	(724.57)		(2,504.17)	
Dept 751 - PARKS							
101-751-702	WAGES - PARK MAINT	27,000.00	21,753.15	746.43		5,246.85	80.57
101-751-703	WAGES - AMBASSADOR	7,500.00	13,833.06	0.00		(6,333.06)	184.44
101-751-704	WAGES - PARKS CLERK	4,000.00	2,404.30	240.43		1,595.70	60.11
101-751-715	PR TAX EXP - PARK	3,000.00	2,918.16	75.50		81.84	97.27
101-751-726	SUPPLIES	3,500.00	570.35	0.00		2,929.65	16.30
101-751-840	INSURANCE	3,500.00	2,650.00	265.00		850.00	75.71
101-751-874	RETIREMENT	1,400.00	577.34	34.69		822.66	41.24
101-751-919	WASTE DISPOSAL	1,800.00	2,414.42	0.00		(614.42)	134.13
101-751-930	REPAIRS & MAINTENANCE	23,000.00	13,029.06	0.00		9,970.94	56.65
101-751-958	CREDIT CARD FEES	2,500.00	2,632.68	5.80		(132.68)	105.31
101-751-970	CAPITAL OUTLAY	291,000.00	296,791.33	0.00		(5,791.33)	101.99
101-751-978	EQUIPMENT RENTAL	19,000.00	23,284.09	408.55		(4,284.09)	122.55
Net - Dept 751 - PARKS							
		(387,200.00)	(382,857.94)	(1,776.40)		(4,342.06)	
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		826,150.00	540,112.25	7,231.22		286,037.75	65.38
TOTAL EXPENDITURES		806,275.00	609,607.62	24,438.82		196,667.38	75.61
NET OF REVENUES & EXPENDITURES		19,875.00	(69,495.37)	(17,207.60)		89,370.37	349.66

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PERIOD ENDING 12/31/2023

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 12/31/2023	MONTH 12/31/2023	AVAILABLE BALANCE	% BDC USED
Fund 202 - MAJOR STREETS FUND						
Revenues						
202-000-574	STATE SHARED REV	41,000.00	44,224.45	3,988.42	(3,224.45)	107.86
202-000-575	STATE WINTER REV	6,500.00	0.00	0.00	6,500.00	0.00
202-000-583	CO ROAD MILLAGE	27,000.00	31,520.93	0.00	(4,520.93)	116.74
202-000-664	INVEST INTEREST	400.00	1,477.63	3.82	(1,077.63)	369.41
TOTAL REVENUES		74,900.00	77,223.01	3,992.24	(2,323.01)	103.10
Expenditures						
202-000-801	AUDIT FEES	325.00	325.00	0.00	0.00	100.00
202-000-930	REPAIRS & MAINTENANCE	5,000.00	690.35	0.00	4,309.65	13.81
202-215-702	WAGES - MAJOR STREETS CLERK	1,500.00	1,202.00	120.20	298.00	80.13
202-215-715	PR TAX EXP - CLERK	100.00	91.90	9.19	8.10	91.90
202-463-702	WAGES - ROUTINE MAINTENANCE	6,000.00	1,567.43	28.76	4,432.57	26.12
202-463-715	PR TAX EXP - ROUTINE MAINTENANCE	500.00	120.00	2.20	380.00	24.00
202-463-726	SUPPLIES	1,000.00	697.59	0.00	302.41	69.76
202-463-787	TRAFFIC CON - ROUTINE	200.00	0.00	0.00	200.00	0.00
202-463-821	ENGINEERING FEES	3,000.00	0.00	0.00	3,000.00	0.00
202-463-840	INSURANCE	1,700.00	1,370.00	32.00	330.00	80.59
202-463-874	RETIREMENT	250.00	35.41	1.44	214.59	14.16
202-463-978	EQUIPMENT RENTAL	5,500.00	2,083.19	0.00	3,416.81	37.88
202-478-702	WAGES - WINTER MAINTENANCE	5,000.00	1,251.12	154.97	3,748.88	25.02
202-478-715	PR TAX EXP - WINTER MAINTENANCE	400.00	95.75	11.87	304.25	23.94
202-478-726	SUPPLIES	4,000.00	1,078.81	32.00	2,921.19	26.97
202-478-840	INSURANCE	800.00	320.00	7.76	480.00	40.00
202-478-874	RETIREMENT	250.00	27.86	1.14	222.14	11.14
202-478-978	EQUIPMENT RENTAL	8,000.00	1,555.12	200.46	6,444.88	19.44
202-965-999	50% TRF TO LOC ST	26,000.00	22,121.07	1,994.21	3,878.93	85.08
TOTAL EXPENDITURES		69,525.00	34,632.60	3,650.54	34,892.40	49.81
Fund 202 - MAJOR STREETS FUND:						
TOTAL REVENUES		74,900.00	77,223.01	3,992.24	(2,323.01)	103.10
TOTAL EXPENDITURES		69,525.00	34,632.60	3,650.54	34,892.40	49.81
NET OF REVENUES & EXPENDITURES		5,375.00	42,590.41	341.70	(37,215.41)	792.38
Fund 203 - LOCAL STREETS FUND						
Revenues						
203-000-574	STATE SHARED REV	28,000.00	30,413.87	2,809.16	(2,413.87)	108.62
203-000-575	STATE WINTER REV	6,000.00	0.00	0.00	6,000.00	0.00
203-000-664	INVEST INTEREST	350.00	1,561.74	3.53	(1,211.74)	446.21
203-000-677	50% TRF FR MAJ ST	26,000.00	22,121.07	1,994.21	3,878.93	85.08
203-000-691	FUND BALANCE CONTRIBUTION	40,000.00	0.00	0.00	40,000.00	0.00
203-000-692	CONTRIBUTION FROM OTHER FUNDS	25,000.00	0.00	0.00	25,000.00	0.00
TOTAL REVENUES		125,350.00	54,096.68	4,806.90	71,253.32	43.16
Expenditures						
203-000-801	AUDIT FEES	450.00	450.00	0.00	0.00	100.00
203-000-821	ENGINEERING	5,000.00	0.00	0.00	5,000.00	0.00
203-000-930	REPAIRS & MAINTENANCE	7,000.00	690.65	0.00	6,309.35	9.87
203-215-702	WAGES - LOCAL STREETS CLERK	1,500.00	1,202.00	120.20	298.00	80.13

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PERIOD ENDING 12/31/2023

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 12/31/2023	MONTH 12/31/2023	AVAILABLE BALANCE	% BGD USED
Fund 203 - LOCAL STREETS FUND						
Expenditures						
203-215-715	PR TAX EXP - CLERK	100.00	91.90	9.19	8.10	91.90
203-463-702	WAGES - ROUTINE MAINTENANCE	3,500.00	2,537.66	144.13	962.34	72.50
203-463-715	PR TAX EXP - ROUTINE MAINTENANCE	300.00	194.07	11.03	105.93	64.69
203-463-726	SUPPLIES	1,000.00	1,213.96	0.00	(213.96)	121.40
203-463-787	TRAFFIC CON - ROUTINE	250.00	0.00	0.00	250.00	0.00
203-463-821	ENGINEERING FEES	5,000.00	2,535.00	345.00	2,465.00	50.70
203-463-840	INSURANCE	2,100.00	1,370.00	32.00	730.00	65.24
203-463-874	RETIREMENT	250.00	77.18	7.20	172.82	30.87
203-463-978	EQUIPMENT RENTAL	5,500.00	1,920.21	0.00	3,579.79	34.91
203-478-702	WAGES - WINTER MAINTENANCE	5,200.00	1,396.19	169.37	3,803.81	26.85
203-478-715	PR TAX EXP - WINTER MAINTENANCE	500.00	106.77	12.96	393.23	21.35
203-478-726	SUPPLIES	4,500.00	2,227.64	2,110.98	2,272.36	49.50
203-478-840	INSURANCE	1,200.00	320.00	32.00	880.00	26.67
203-478-874	RETIREMENT	250.00	32.38	8.49	217.62	12.95
203-478-978	EQUIPMENT RENTAL	7,000.00	1,601.54	200.46	5,398.46	22.88
203-901-970	CAPITAL OUTLAY- UNION ST	70,000.00	7,909.47	0.00	62,090.53	11.30
TOTAL EXPENDITURES		120,600.00	25,876.62	3,203.01	94,723.38	21.46
Fund 203 - LOCAL STREETS FUND:						
TOTAL REVENUES		125,350.00	54,096.68	4,806.90	71,253.32	43.16
TOTAL EXPENDITURES		120,600.00	25,876.62	3,203.01	94,723.38	21.46
NET OF REVENUES & EXPENDITURES		4,750.00	28,220.06	1,603.89	(23,470.06)	594.11
Fund 591 - WATER FUND						
Revenues						
591-000-626	SERVICE INSTALLATION	15,000.00	1,219.06	0.00	13,780.94	8.13
591-000-642	WATER SALES	155,000.00	164,635.31	32,979.84	(9,635.31)	106.22
591-000-655	LATE PAYMENT FEES	2,000.00	3,775.00	0.00	(1,775.00)	188.75
591-000-664	INVEST INTEREST	400.00	2,047.62	6.83	(1,647.62)	511.91
591-000-665	FIRE SUPPRESSION LEASE	800.00	800.00	800.00	0.00	100.00
591-000-670	MISC INCOME	200.00	1,561.03	1,560.00	(1,361.03)	780.52
591-000-691	FUND BALANCE CONTRIBUTION	140,000.00	0.00	0.00	140,000.00	0.00
TOTAL REVENUES		313,400.00	174,038.02	35,346.67	139,361.98	55.53
Expenditures						
591-215-702	WAGES - WATER CLERK	2,200.00	0.00	0.00	2,200.00	0.00
591-215-703	WAGES - WATER ADMIN	11,000.00	8,222.15	689.61	2,777.85	74.75
591-215-715	PR TAX EXP - CLERK	1,000.00	629.05	52.76	370.95	62.91
591-215-874	RETIREMENT	450.00	314.95	24.85	135.05	69.99
591-556-702	WAGES - WATER MAINTENANCE	19,450.00	14,301.46	1,096.42	5,148.54	73.53
591-556-715	PR TAX EXP - WATER	1,500.00	1,094.08	83.88	405.92	72.94
591-556-726	SUPPLIES	2,500.00	1,823.09	116.97	676.91	72.92
591-556-730	POSTAGE	600.00	692.60	0.00	(92.60)	115.43
591-556-800	PROFESSIONAL SERVICES	800.00	0.00	0.00	800.00	0.00
591-556-801	AUDIT FEES	800.00	800.00	0.00	0.00	100.00
591-556-804	LABS & TESTING	1,000.00	2,923.75	0.00	(1,923.75)	292.38
591-556-821	ENGINEERING FEES	5,000.00	0.00	0.00	5,000.00	0.00
591-556-840	INSURANCE	4,000.00	3,475.90	78.09	524.10	86.90
591-556-853	TELEPHONE	1,600.00	1,117.09	187.74	482.91	69.82
591-556-874	RETIREMENT	800.00	465.29	54.81	334.71	58.16

User: DSMITH
DB: Empire

PERIOD ENDING 12/31/2023

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE 12/31/2023	ACTIVITY FOR		AVAILABLE BALANCE	% BDT USED
		AMENDED BUDGET	MONTH 12/31/2023					
Fund 591 - WATER FUND								
Expenditures								
591-556-921	ELECTRICITY	12,000.00	8,922.53	503.71	3,077.47	74.35		
591-556-923	HEAT	3,600.00	3,400.32	0.00	199.68	94.45		
591-556-930	REPAIRS & MAINTENANCE	56,000.00	11,286.30	99.07	44,713.70	20.15		
591-556-933	SOFTWARE MAINTENANCE/SUPPORT	1,000.00	1,660.00	0.00	(660.00)	166.00		
591-556-938	METER HOSTING & SOFTWARE	1,400.00	702.09	0.00	697.91	50.15		
591-556-956	DUES & MISC	2,600.00	1,358.93	0.00	1,241.07	52.27		
591-556-957	BANK CHARGES	400.00	369.19	22.76	30.81	92.30		
591-556-959	DEPRECIATION	40,000.00	0.00	0.00	40,000.00	0.00		
591-556-970	CAPITAL OUTLAY	110,000.00	65,762.58	26,000.00	44,237.42	59.78		
591-556-978	EQUIPMENT RENTAL	6,000.00	4,062.33	244.23	1,937.67	67.71		
591-556-991	DEBT PRINCIPLE/BOND RESERVE	18,000.00	20,000.00	0.00	(2,000.00)	111.11		
591-556-995	DEBT INTEREST	8,800.00	8,249.28	0.00	550.72	93.74		
TOTAL EXPENDITURES		312,500.00	161,632.96	29,254.90	150,867.04	51.72		
Fund 591 - WATER FUND:								
TOTAL REVENUES		313,400.00	174,038.02	35,346.67	139,361.98	55.53		
TOTAL EXPENDITURES		312,500.00	161,632.96	29,254.90	150,867.04	51.72		
NET OF REVENUES & EXPENDITURES		900.00	12,405.06	6,091.77	(11,505.06)	1,378.34		
Fund 661 - EQUIPMENT FUND								
Revenues								
661-000-664	INVEST INTEREST	1,200.00	1,840.76	3.51	(640.76)	153.40		
661-000-668	EQUIPMENT RENTAL	70,000.00	47,537.81	1,454.88	22,462.19	67.91		
661-000-691	FUND BALANCE CONTRIBUTION	75,000.00	0.00	0.00	75,000.00	0.00		
TOTAL REVENUES		146,200.00	49,378.57	1,458.39	96,821.43	33.77		
Expenditures								
661-215-702	WAGES - EQUIPMENT CLERK	5,200.00	4,087.20	408.72	1,112.80	78.60		
661-215-715	PR TAX EXP - CLERK	400.00	312.70	31.27	87.30	78.18		
661-557-702	WAGES - EQUIPMENT MAINTENANCE	13,000.00	8,500.93	487.57	4,499.07	65.39		
661-557-715	PR TAX EXP - EQUIPMENT	1,000.00	650.31	37.29	349.69	65.03		
661-557-726	SUPPLIES	2,000.00	1,758.80	407.77	241.20	87.94		
661-557-751	FUEL & OIL	12,000.00	5,110.50	987.89	6,889.50	42.59		
661-557-801	AUDIT FEES	600.00	600.00	0.00	0.00	100.00		
661-557-840	INSURANCE	16,000.00	16,326.00	265.00	(326.00)	102.04		
661-557-874	RETIREMENT	600.00	272.18	23.91	327.82	45.36		
661-557-925	WATER	250.00	200.00	0.00	50.00	80.00		
661-557-930	REPAIRS & MAINTENANCE	14,000.00	2,551.92	218.00	11,448.08	18.23		
661-557-970	CAPITAL OUTLAY	79,000.00	2,999.99	0.00	76,000.01	3.80		
TOTAL EXPENDITURES		144,050.00	43,370.53	2,867.42	100,679.47	30.11		
Fund 661 - EQUIPMENT FUND:								
TOTAL REVENUES		146,200.00	49,378.57	1,458.39	96,821.43	33.77		
TOTAL EXPENDITURES		144,050.00	43,370.53	2,867.42	100,679.47	30.11		
NET OF REVENUES & EXPENDITURES		2,150.00	6,008.04	(1,409.03)	(3,858.04)	279.44		

PERIOD ENDING 12/31/2023

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDC
		AMENDED BUDGET	12/31/2023	MONTH 12/31/2023	BALANCE	USED
TOTAL REVENUES - ALL FUNDS		659,850.00	354,736.28	45,604.20	305,113.72	53.76
TOTAL EXPENDITURES - ALL FUNDS		646,675.00	265,512.71	38,975.87	381,162.29	41.06
NET OF REVENUES & EXPENDITURES		13,175.00	89,223.57	6,628.33	(76,048.57)	677.22

Minutes
Disaster Preparedness Committee
December 6, 2023

Committee Members Present: Meg Walton, March Dye, Tom Rademacher
Also Present: DPW John Friend, Deputy Clerk Alacia Acton and one member of the public.

Meeting was called to order at 2pm.

Tom asked the Clerk where the Rules of Procedure (ROP) were for the Clerk and Deputy Clerk and was told that everything we needed could be provided through our computer software server -BSA. We were given the help desk number. System passwords were shared with Linda Chase by the clerk and deputy clerk.

Discussion was had with John about ROPs, files, and the water system.

Meg prepared and presented a preliminary report which was gone over.

Next meeting is January 24th at 2pm in the Village Garage.

Meeting adjourned at 3pm.

MINUTES
Short-Term Rental Special Committee
January 4, 2024 3pm Library

Committee Members Present: March Dye, Meg Walton, Bob Chase (Carey Ford unable to attend due to illness)

Also present 7 members of the public.

The committee appointed March Dye as chairman.

Bob Chase brought up questions to bring him up to speed in regards to reasons for an ordinance.

The committee went over the forms that would be needed.

The committee went through various items to potentially be included in an Ordinance.

Each member of the committee will contact two municipalities and ask them questions about their STR Ordinances concerning enforcement, management, violations and goals.

Comments were heard from the public.

Meeting adjourned at 4:30

Next meeting January 16 - 11am at the Library

Personnel Meeting

January 4, 2024, Thursday

10 am at Glen Lake Community Library

Present: Linda Chase(chair), Meg Walton, Chris Webb

Agenda: DPW TECH POSITION

Discussion was on hiring an applicant we had interviewed. Wage and compensation needed to be addressed, due to several applicants had higher wages and insurance for family members. The committee discussed options we could offer applicant(s), but we needed to address the council on these budgetary issues. The committee agrees we need to increase our current wages to attract future applicants.

The Chair brought forward the idea of looking at our current insurance policy to see if we can reduce our costs by getting quotes from other insurance companies. The current insurance policy has another increase for 2024.

Meeting adjourned at noon.

Submitted by Linda Chase (chair)

December 14, 2023 – EMPIRE VILLAGE COUNCIL REGULAR MEETING

The Regular meeting was called to order at the Empire Township Hall and the Pledge of Allegiance was led by Palmer at 7:00 p.m. Upon a roll call, Council members Bacon, Chase, Dye, Palmer, Palmer, Walton, and Webb were present. Clerk Smith, Treasurer Acton and DPW Superintendent Friend were also present.

CHANGES/ADDITIONS TO AGENDA – Webb added Appointment of Village Attorney under Old Business.

ADOPTION OF AGENDA - Motion by Bacon, support by Rademacher to approve the agenda as amended. Upon a voice vote, MOTION PASSED.

PUBLIC COMMENT ON AGENDA – None.

CONSENT AGENDA – Motion by Dye, support by Walton to approve the Consent Agenda including minutes of the 11/09/2023 Regular Meeting and bills totaling \$48,443.14. ROLL CALL: Ayes: Bacon, Chase, Dye, Palmer, Rademacher, Walton, Webb. Nays: None. MOTION PASSED.

FINANCIAL REPORTS – Financial reports were received from the Treasurer and Clerk. Totals from each indicate that the general ledger and the bank statements agree.

COMMUNICATIONS – Letters from Lawrence Epple, Empire Lions Club, and Mary Sharry were read aloud and included in packet.

PRESENTATION

ASSET MAPPING TASK FORCE – Bacon introduced and thanked the Task Force for their community participation. Rodney Barnes provided an overview of the work completed by members and included in the packet. Steve Lewis described the categories they created. Carla Weinheimer described the asset matrix; Trish Baker described the neighborhoods; Bob Chase reviewed the undeveloped land map. Linda Lewis spoke about the people who live here and questions the Task Force would like to discuss with them. They have enjoyed their work and plan to continue.

RENOVARE DEVELOPMENT – Palmer introduced members of Renovare that have been contracted to assist in identifying up to three possible locations and complete site plans for a new Village office and Community space. Bios of team members Shannon Morgan, Jill Ferrari, Jenifer Acosta and Brad Lonberger of Place Strategies and were presented. Plans completed for other municipalities were viewed and the development of surveys and input from the Empire community were introduced. Specifics of the contract regarding price and deliverables were reviewed in response to questions from the public. The emphasis will be on providing resources for the Empire community, both private and public, to develop according to their core values in the future.

DEPARTMENT HEAD REPORTS – A written report from Zoning Administrator Hall was received. Friend reported he is working on SOPs and recent snowplowing with Harriger Construction. He reported that the required lead reporting has been moved up 10 weeks.

COUNCIL MEMBER/COMMITTEE REPORTS

WASTEWATER TASK FORCE – Paul Skinner provided an overview of the work completed thus far including the service areas and collection areas that they are considering and provided an economic impact study proposal from Beckett and Raeder.

Minutes from the Wastewater Task Force of 11/16, 11/20 & 11/29; 11/8 minutes from Parks Committee, 11/27 minutes from Asset Mapping Task Force, and 8/2/23 minutes from the Empire Airport Authority were received.

OLD BUSINESS

APPOINT 2 PC MEMBERS TO THE STR REGISTRATION/ORDINANCE DEVELOPMENT COMMITTEE – **Motion by Dye, support by Walton to approve Palmer's appointment of Carey Ford and Bob Chase to the Special Committee created to draft a registration, an ordinance and any other forms that may be necessary to implement a Short-Term Rental Ordinance. Upon a voice vote, MOTION PASSED.**

Motion by Dye, support by Walton to move the deadline date for this committee to March 7, 2024. Upon a voice vote, MOTION PASSED.

Motion by Webb, support by Dye to hire Mika Meyers as the Village Attorney. Discussion included whether this decision could wait until the outcome of the current FOIA lawsuit, whether legal advice is currently needed or may be needed in the next several months, whether good legal advice has been received, and could other law firms be solicited for interest. Walton called the question. **ROLL CALL: Ayes: Dye, Palmer, Walton, Webb. Nays: Bacon, Chase, Rademacher. MOTION PASSED.**

NEW BUSINESS

REVIEW AND APPROVAL OF TREE REMOVAL – The two proposals received were reviewed. **Motion by Dye, support by Bacon to approve the proposal from Parshall Tree Service for an amount of \$2,610.00. ROLL CALL: Ayes: Bacon, Chase, Dye, Palmer, Rademacher, Walton, Webb. Nays: None. MOTION PASSED.**

PUBLIC COMMENT – Gerry Shiffman, Denise Wunderlich, Karen Baja offered comments on DPW staffing and encouraging public comment.

COUNCIL MEMBER COMMENT – Bacon commented on the backup plans for water and snowplowing requirements in the absence of DPW Superintendent Friend. Palmer noted that County Drain Commissioner Christensen has scheduled a meeting regarding the South Bar Lake Drainage District on Jan. 4, 2024, and wondered when the Village would be paying its assessment.

ADJOURNMENT at 8:26 p.m.

Derith Smith Empire Village Clerk

These are draft minutes for approval at the January 11, 2023, Council meeting.

Village Council Meeting Documentation

Date Prepared:	1/4/2024	
Meeting Date:	1/11/2024	Meeting Type: Worksession
Subject:	TextMYGov – Community Engagement Opportunity	Author: Maggie Bacon

Overview:

The advantage of the work already completed by the Asset Map group is how it can help “center” the Village Council (as well other groups in Empire) in considering community engagement as it relates to Village Government. The pie chart is clear. The Village Government’s role is one small piece of this much larger pie of organizations that make-up Empire. The Village Council now has the opportunity to focus on that piece of the pie and take some actions that will offer services or information to residents about their government and how their tax dollars are being spend in service to them.

Without much fanfare, we have made incremental changes (incremental can be good!) that are intended provide more information and a more welcoming environment for both those who attend meeting, but also for those unable to attend. They include:

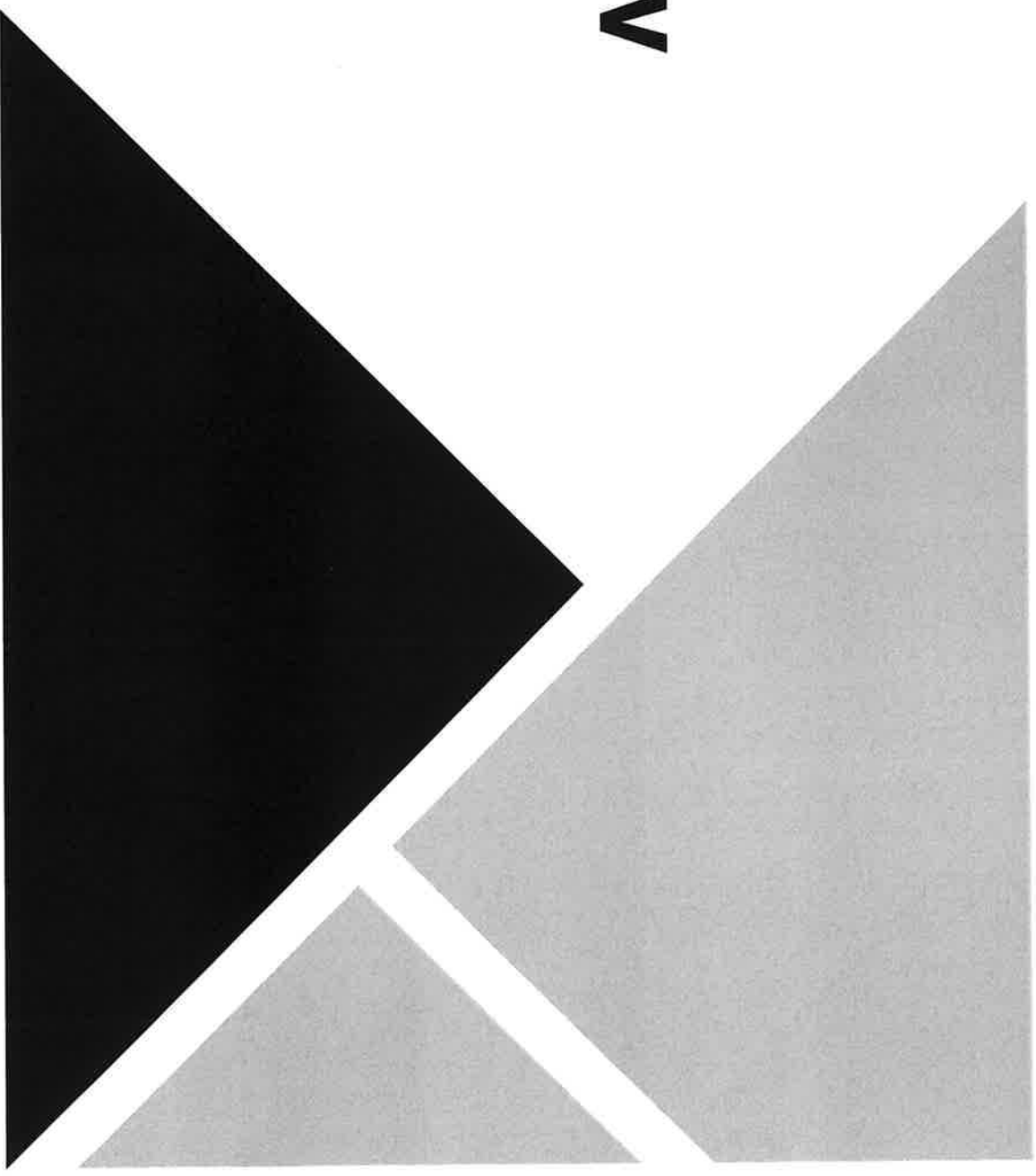
1. Meeting packets are more informative and follow a consistent format.
2. The addition of handouts (often things that may be passed out at a meeting) to the meeting materials provides additional information.
3. Reconfiguring (when possible) the room set up for meetings.
4. Consistently working to increase our capacity to use microphones and technology.
5. Meeting agenda and materials presented on screen.

Recommendation for Action:

1. Set time aside at every work session (where feasible) consider other options and tools to employ to make it easy for residents to interact and receive information from their Village Government.
2. Consider purchasing TextMYGov (see attached information).
3. Consider creating a How Village Government works primer (see Fowlerville as an example).
4. Website content – how do we teach people what is there; what else do we want to be there and why?

TextMyGov

Village of Empire, MI

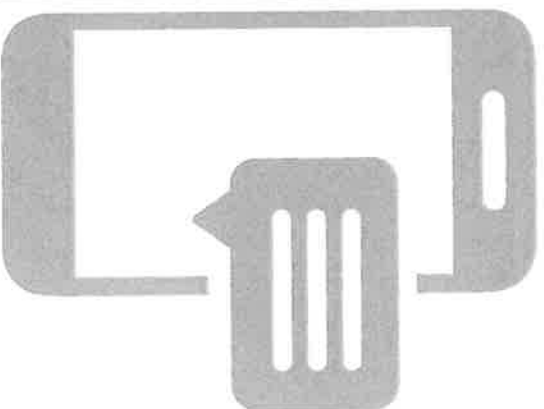


WHY TEXTMYGOV

The most efficient way to communicate with your citizen is via text. No app, no email, no sign up required.

Our two-way smart response allows citizens to ask questions, and report issues all from their cell phone.

Customize your notifications/alerts based on groups, departments, or physical location.



● Receive Alerts

● Request Information

● Report Issues

TEXTMYGOV FOR VILLAGE OF EMPIRE, MICHIGAN

Every agency uses textmygov a little bit differently. Here are some KEY features that would best help The Village of Empire.

Key Features



- Our reporting issues side would allow residents to text in to report issues, our system then compiles the work order and sends it off to the recipient.
- The notification side of our system gives you the freedom to send out general village notifications.
- Our map feature would allow you to highlight affected areas within the village, keeping your residents up to date with beach emergencies, road closures, etc.
- Our interactive side would allow residents to text in with commonly asked questions, and received customized automated responses.



WHY TEXTMYGOV?



No Download Needed

- Citizens don't need to download an app, or subscribe to an email service. If they have a cell phone they have access to alerts/notifications.



Dedicated Account Management

- Every account has a Dedicated Account Manager who will help set up your entire account. We specifically work with local governments so they will be able to provide suggestions on best practices and ideas on how you can maximize the service.



Unlimited Training

- Your account manager will provide unlimited training for staff. We know that departments can turn over, so we are here to help train new staff, new departments, or even just a refresher.



Try it Out!

Text "Hi" to 435-265-4446 to how the interactive texting feature works

Meeting:	January 11, 2024
Subject:	South Bar Lake Drainage District Assessment
Author:	Sue Palmer

Overview:

We are in receipt of the South Bar Drainage District – Notice of Review of Drainage District Boundaries and Day of Review of Apportionments. The Village's is viewed as an At-Large Municipal entity and is assessed 11.5% of the amount of the project. Additionally, we pay monies because we receive ACT 51 monies.

Estimated Total Assessment is \$47,725. If we decide to prepay, I need to let Steve Christensen know. If we decide to pay on an annual basis, we receive a tax note of approximately \$6,180.61. Paying on an annual basis will require to pay interest fees of 5%. Annual payments may made over 10 years.

Action Requested

I am requesting the Council discuss how our payment will be for this assessment. Council will need to consider this for our 2024 Budget.



LEELANAU COUNTY DRAIN COMMISSIONER

Steve Christensen

8527 E. Government Center Dr., Suite #205

Suttons Bay, Michigan 49682

(231)-256-9783

schristensen@leelanau.gov

DERITH SMITH - VILLAGE OF EMPIRE CLERK
PO BOX 253
11518 S LACORE ST
EMPIRE, MI 49630-0253

PARCEL NUMBER
VILLAGE AT-LARGE

**** YEARS OF ASSESSMENT**

10

ESTIMATED
APPORTIONMENT %
11.5000%

*** ESTIMATED**
ANNUAL
ASSESSMENT
\$6,180.61

ESTIMATED TOTAL ASSESSMENT

\$47,725.00

THIS IS NOT A BILL

** Estimated assessment amounts are an average over a 10-year period with an estimated 5% interest rate.*

*** Based on feedback from the Day of Review and prepayments received, this may be reduced to 5 or 7 years.*

SOUTH BAR LAKE DRAIN

NOTICE DAY OF REVIEW OF DRAINAGE DISTRICT BOUNDARIES **AND DAY OF REVIEW OF APPORTIONMENTS**

DATE: Thursday, January 4, 2024
TIME: 9:00 a.m. - 5:00 p.m.
LOCATION: Lower-Level Community Meeting Room
Leelanau County Government Center
8527 E. Government Center Drive
Suttons Bay, Michigan 49682
QUESTIONS: (231) 256-9783

At the Day of Review, the Drain Commissioner shall consider proofs and allegations and shall (1) carefully reconsider and review the description of land comprised within the drainage district (2) carefully reconsider and review the apportionment of benefits; and (3) define and equalize the apportionment as is just and equitable. The Computation of Costs will also be available at the Day of Review. Drain assessments are collected in the same manner as property taxes and will appear on your winter tax bill (first being December 2024). Since the total drain assessment is being collected for multiple years, you may pay the assessment in full with any interest to date at any time to avoid further interest charges.

Comments on the apportionment of benefits may be submitted to the Drain Commissioner in writing before the Day of Review at the Office of the Leelanau County Drain Commissioner, 8527 E. Government Center Dr., Suite #205, Suttons Bay, Michigan 49682 or by emailing the Drain Commissioner, Steve Christensen at schristensen@leelanau.gov, or comments may be received in writing or verbally at the Day of Review. Comments submitted in advance must be received by the Drain Commissioner prior to the Day of Review to ensure consideration. Leelanau County, Empire Township, Village of Empire and MDOT are to be assessed at-large.






Additional information, including a more detailed map of the Drainage District Boundary, the Notice of Letting (containing information on the construction and specifications for the drain and conditions upon contract award) and Bid results can be found on the project website for the South Bar Lake Drain District at: <https://www.leelanau.gov/lcdcdlib.asp>

Persons with disabilities needing accommodations for effective participation in the Day of Review should contact the Drain Commissioner's Office at the number noted above (voice) or through the Michigan Relay Center at 7-1-1 (TDD) at least 24 hours in advance of the Day of Review to request mobility, visual, hearing or other assistance. You may appeal the Drain Commissioner's decision to revise the district boundary to the Leelanau County Circuit Court within ten (10) days, and you may also appeal the determination of apportionments to the Leelanau County Probate Court within ten (10) days.

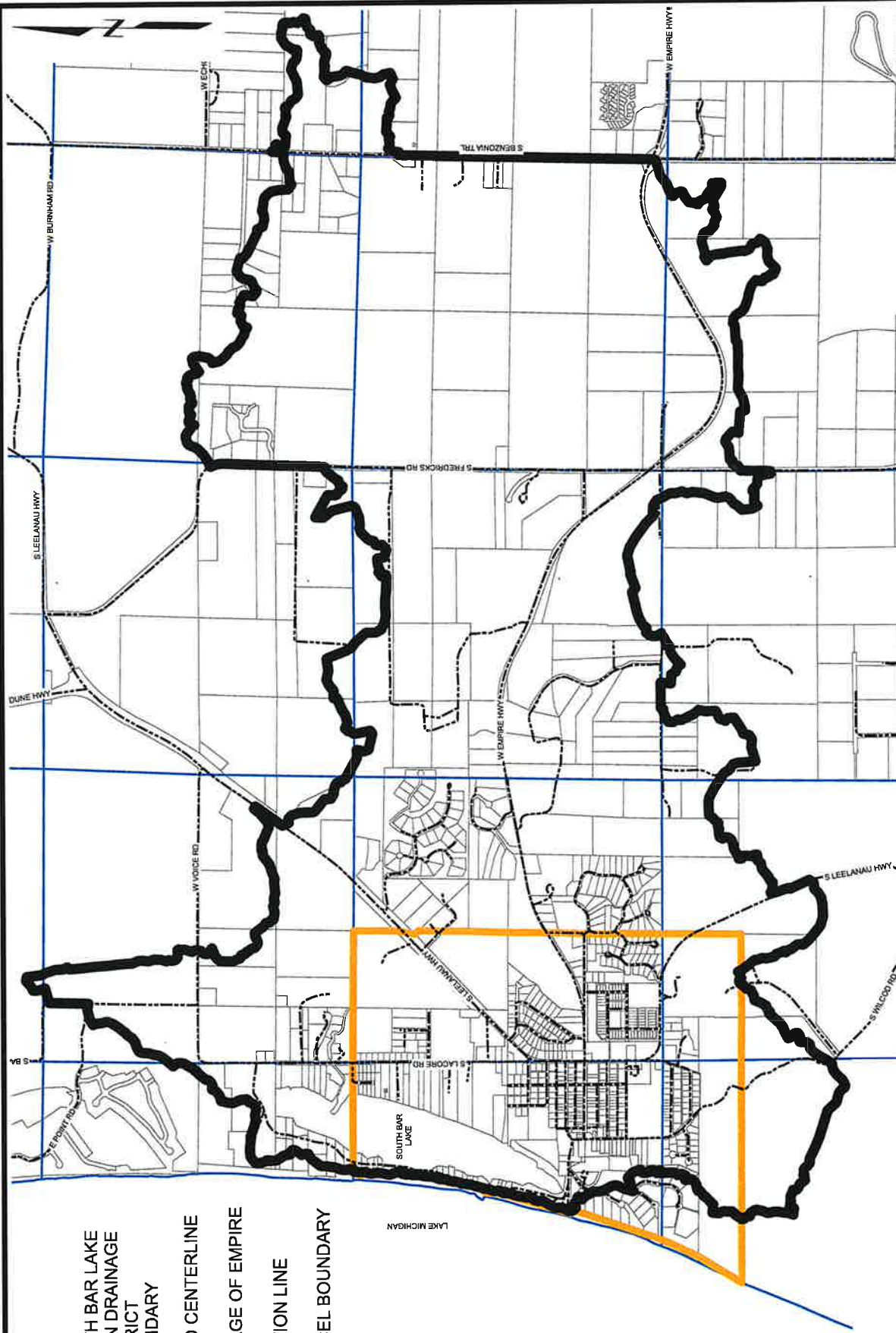
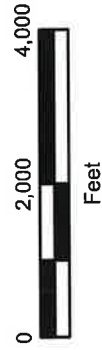
Dated: December 20, 2023

Steve Christensen
Leelanau County Drain Commissioner

Legend

-  SOUTH BAR LAKE DRAIN DRAINAGE DISTRICT BOUNDARY
-  ROAD CENTERLINE
-  VILLAGE OF EMPIRE
-  SECTION LINE
-  PARCEL BOUNDARY

SOURCE:
BASED ON LEELANAU COUNTY GIS



SOUTH BAR LAKE DRAIN DRAINAGE DISTRICT DAY OF REVIEW OF APPORTIONMENT

LEELENAU COUNTY DRAIN COMMISSIONER
8527 E. GOVERNMENT CENTER DR., SUITE #205, SUTTONS BAY, MI 49682



DRAINAGE DISTRICT

Project 2003339

December 2023

Village Council Meeting Documentation

Date Prepared:	1/4/2024	
Meeting Date:	1/11/2024	Meeting Type: Work session
Subject:	Snow Plow Charges Clarification	Author: Maggie Bacon

Overview:

This is an informational item for the Council. In November, the Village Council approved the following motion: Motion by Bacon, support by Dye to approve a pilot program for the 2023-34 season for street plowing only per the proposal from Harriger Construction. The council documentation from that meeting was for all streets in Empire to be plowed.

Background

When John and I first discussed the option of outsourcing snow plowing with Harriger's - we had left the New Neighborhood off the list. I think that was because I thought the New Neighborhood roads had an issue. In other words, the original quote from Harriger's did not include the new neighborhood.

When John and I met with Harriger's before the November Council meeting, both asked about why the New Neighborhood had been pulled out. I said I thought there was an issue with the roads, they both laughed and pointed out that Phase 4 has been using Harriger's for years! So, Harriger's did a new quote - that included the extra dollars for the New Neighborhood.



November 6, 2023

TO: Village of Empire
PO Box 253
Empire, MI 49630

2023-2024 SNOW REMOVAL CONTRACT

We are pleased to offer this contract for the snow removal services for the Village of Empire. We operate the following fleet of trucks to provide the best possible service to our customers: ten (10) snow plow trucks (most with back blades), one (1) L8000 truck with belly and front wing blades, one (1) 544 John Deere front end loader with 11' pusher, one (1) 580 Case tractor with front end loader, (1) 5520 front end loader with 8' 2-stage blower, one (1) Freightliner dump truck and one (1) sander truck. We have ten (10) dedicated drivers and two with CDL licenses (Class A and Class B).

The streets in the Village of Empire would be serviced as a priority customer and plowed first along with our commercial customers in the Village. Harriger Construction plows seven (7) days a week and on holidays for urgent needs and priority customers. If necessitated, a full cleanup would be completed the day following a holiday.

Snow removal services are completed at the discretion of Danny (Skip) Harriger. The current practice based on our commercial customers is to plow at 2-3" of snowfall. Harriger Construction is located ¼ mile outside of the Village and weather practices are continuously monitored for the necessity to provide snow removal services. Skip would be the dedicated driver for the Village of Empire streets, any questions associated with snow maintenance can be directed to him for the term of this contract.

The agreed upon term of this contract for regular snow removal is the rate of \$1800 per plow.

This service is inclusive of:

- Snow plowing of Village of Empire streets (not including the New Neighborhood)
- Snow plowing of the following sidewalks:
 - South side of Front Street from Joe's Friendly Tavern to Tiffany's Ice Cream
 - North side of Front Street from Post Office to Secret Garden
 - West side Lake Street from corner of Front Street to Post Office entrance

Inclusion of snow removal for the streets of the New Neighborhood would be \$375 per plow.

Services outside of regular snow removal included in this contract as they may be necessary for proper snow maintenance of Village of Empire streets are outlined below:

- Snow plowing of drifted areas or plowing (not full regular plow) - \$150.00 per hour based on time (Example: 30 minute cleanup plow = \$75.00)
- Removal and hauling away of snow piles - \$150.00 per tractor hour and \$150.00 per dump truck hour based on time (Note: snow would be hauled and dumped to an Empire Village approved property)

Services excluded from this contract:

- Sanding of streets in the Village of Empire
- Snow plowing of sidewalks other than those identified as included in regular snow removal

If any of these excluded services or other work identified associated with snow maintenance stated above are requested, they will need to be discussed with rate agreed upon prior to completion.

Upon completion of the snow removal season within this contract, a review of any lawn damage that occurred during the snow removal season will be conducted between Danny (Skip) Harriger and the appropriate Village representative to agree upon damage and repairs.

Invoicing will be completed monthly via QuickBooks.

To accept this contract for snow removal services please sign below and return to harrigerconstruction@gmail.com . This contract is VOID if not accepted by November 14, 2023. Please don't hesitate to let me know if you have any questions.

Acceptance of Contract, terms to not exceed one (1) year from signature date.

Signature

Printed Name

Date



TO: Village of Empire
ATTN: Maggie Bacon
PO Box 253
Empire, MI 49630

2023-2024 SNOW REMOVAL CONTRACT

We are pleased to offer this contract for the snow removal service for the Village of Empire.

The agreed upon term of this contract for regular snow removal is the rate of \$1800 per plow.

This service is inclusive of:

- Snow plowing of Village of Empire streets
- Snow plowing of the following sidewalks:
 - South side of Front Street from Joe's Friendly Tavern to Tiffany's Ice Cream
 - North side of Front Street from Post Office to Secret Garden
 - West side Lake Street from corner of Front Street to Post Office entrance

Services outside of regular snow removal included in this contract as they may be necessary for proper snow maintenance of Village of Empire streets are outlined below:

- Snow plowing of drifted areas or plowing (not full regular plow) - \$150.00 per hour
- Removal and hauling away of snow piles - \$150.00 per tractor hour and \$150.00 per dump truck hour (Note: snow would be hauled and dumped to an Empire Village approved property)

Services excluded from this contract:

- Sanding of streets in the Village of Empire
- Snow plowing of sidewalks other than those identified as included in regular snow removal

If any of these excluded services or other work identified associated with snow maintenance stated above are requested, they will need to be discussed with rate agreed upon prior to completion.

Snow removal services are completed at the discretion of Danny (Skip) Harriger. Any questions associated with this can be directed to him for the term of this contract.

Invoicing will be completed monthly via QuickBooks.

To accept this contract for snow removal services please sign below and return to harrigerconstruction@gmail.com . Please don't hesitate to let me know if you have any questions.

Acceptance of Contract, terms to not exceed one (1) year from signature date.

Signature

Printed Name

Date

Village Council Meeting Documentation

Date Prepared:	1/4/2024	
Meeting Date:	1/11/2024	Meeting Type: Work session
Subject:	Sidewalk Clearing Policy (not Ordinance)	Author: Maggie Bacon and John Friend

Overview:

This is an informational item for the Council. We have received the new snow blowing tractor. The plan is to clear the following sidewalks after a snow fall of 2-3 inches:

Lacore (from M-22 to the Village Limits)

Front Street

Niagara (from Lake Street) to the bottom of the hill at the Beach Park)

M-22

Conceptually, sidewalks will be cleared only if roads were also being plowed. No change in any sidewalk ordinances will be made based on snow plowing.

The Streets Committee will be recommending a change and combining of sidewalk ordinances in the coming year.

Village Council Meeting Documentation

Date Prepared:	1/4/2024	
Meeting Date:	1/11/2024	Meeting Type: Work session
Subject:	Employee Health Insurance Change	Author: Linda Chase

Overview:

The Personnel Committee has been looking into other plans to save on costs and consider an option to add family members to the plan.

***Enrollment for Priority ends February 1st, 2024.



IKB

Alternate Carrier Options - Closest to Current

Village of Empire

Current Renewal

Carrier Name/Network	Blue Cross Blue Shield	Blue Cross Blue Shield
Plan Name	CB Platinum \$1500	Community Blue PPO Gold EA
Deductible	In-Network	In-Network
Individual	\$1,500	\$1,500
Family	\$3,000	\$3,000
Deductible Type	Embedded	Embedded
Deductible Year	Calendar	Calendar
Coinsurance (Employee Pays)	20%	30%
Coinsurance Maximum	Individual \$5,000 Family \$10,000	Individual \$6,000 Family \$12,000
Total Out-of-Pocket Maximum	Individual \$8,150 Family \$16,300	Individual \$9,450 Family \$18,900
Physician Services	No Charge	No Charge
Preventive Care	\$20	\$30
Primary Care Physician Visit	\$20	\$50
Specialist Visit	\$0	\$30
Virtual/Online Visits	\$20	\$30
Behavioral Health	\$20	\$30
Hospital Services		
Urgent Care	\$60	\$60
Emergency Room	\$150	\$250
Inpatient Services	20% after deductible	30% after deductible
Outpatient Services	20% after deductible	30% after deductible
Additional Benefits & Limits		
Advanced Imaging	20% after deductible	30% after deductible
Labs	20% after deductible	30% after deductible
X-Rays	20% after deductible	30% after deductible
Chiropractic	\$20	\$30
Prescription Copay		
Generic	\$5	\$15
Preferred Brand	\$25	\$30
Non Preferred Brand	\$50	\$60
Preferred Specialty	\$25	\$30
Non Preferred Specialty	\$50	\$60
Mail Order Copay(s)	3x Copay Minus \$10	3x Copay Minus \$10
Out of Network Coverage	Yes Included	Yes Included
Taxes/Fees	2 single, 0 double, 0 family	
Estimated Premium	Current	Renewal
Estimated Monthly	\$1,636	\$1,642
Estimated Annual	\$19,634	\$19,706
\$ Difference		\$72
% Difference		0.4%

BCN HMO Option




PH POS Option

PH HMO Option 1

PH HMO Option 2

Blue Care Network	Priority Health	Priority Health	Priority Health
BCN Gold Option 3 EA	Priority/POS Gold G15	Priority/HMO Gold G121	Priority/HMO Gold G15
In-Network	In-Network	In-Network	In-Network
Individual	\$1,500	\$1,200	\$1,500
Family	\$3,000	\$3,000	\$3,000
Deductible Type	Embedded	Embedded	Embedded
Deductible Year	Calendar	Plan Year	Plan Year
Coinsurance	20%	20%	0%
Coinsurance Maximum	\$2,500 \$5,000	\$4,500 \$9,000	Not Applicable Not Applicable
Total Out-of-Pocket Maximum	Individual \$8,150 Family \$16,300	Individual \$8,200 Family \$16,400	Individual \$8,150 Family \$16,300
Physician Services	No Charge	No Charge	No Charge
Preventive Care	\$20	\$20	\$20
Primary Care Physician Visit	\$40	\$50	\$60
Specialist Visit	\$0	\$10	\$10
Virtual/Online Visits	\$20	\$20	\$30
Hospital Services			
Urgent Care	\$50	\$85	\$85
Emergency Room	\$250 Copay after deductible	\$250 Copay after deductible	\$250 Copay after deductible
Inpatient Services	20% after deductible	20% after deductible	20% after deductible
Outpatient Services	20% after deductible	20% after deductible	20% after deductible
Additional Benefits & Limits			
Advanced Imaging	\$150 Copay after deductible	\$250 Copay after deductible	\$250 Copay after deductible
Labs	No Charge	\$35	\$40
X-Rays	20% after deductible	\$85	\$80
Chiropractic	\$40	\$40	\$40
Prescription Copay			
Generic	\$10/\$30	\$5/\$35	\$5/\$30
Preferred Brand	\$60	\$75	\$40
Non Preferred Brand	\$80	\$85	\$80
Preferred Specialty	20%/\$200 max	20%/\$250 max	20%/\$250 max
Non Preferred Specialty	20%/\$300 max	20%/\$450 max	20%/\$450 max
Mail Order Copay(s)	3x Copay Minus \$10	3x Copay Minus \$10	3x Copay Minus \$10
Out of Network Coverage	No	Yes	No
Taxes/Fees	Included	Included	Included
Estimated Premium	Renewal	Renewal	Renewal
Estimated Monthly	\$1,365	\$1,420	\$1,302
Estimated Annual	\$16,377	\$17,046	\$15,626
\$ Difference	(\$3,258)	(\$2,589)	(\$4,009)
% Difference	-16.6%	-13.2%	-20.4%

Medical Side-by-side

ALTERNATIVE		Current	Renewal	POS \$1500		
MEDICAL PLANS		 Community Blue PPO Platinum \$1500 AR Con	 2024 Community Blue PPO Gold AR Con	 Priority/POS 1500 INF		
NETWORK		PPO	PPO	POS A		
Deductible - Individual	IN	\$1,500	IN \$1,500	IN \$1,500	OUT \$3,000	
Deductible - Family		\$3,000	\$3,000	\$3,000	\$6,000	
OOPM - Individual		\$8,150	\$9,450	\$8,200	\$16,400	
OOPM - Family		\$16,300	\$18,900	\$16,400	\$32,800	
Co-insurance	20%	40%	30%	50%	40%	
PCP	\$20	40% after deductible	\$30	50% after deductible	\$20	40% after deductible
Specialist	\$20	40% after deductible	\$50	50% after deductible	\$50	40% after deductible
X-Ray	20% after deductible	40% after deductible	30% after deductible	50% after deductible	\$85	40% after deductible
Lab	20% after deductible	40% after deductible	30% after deductible	50% after deductible	\$35	40% after deductible
Inpatient Hospital	20% after deductible	40% after deductible	30% after deductible	50% after deductible		40% after deductible
Outpatient Surgery	20% after deductible	40% after deductible	30% after deductible	50% after deductible		40% after deductible
Emergency Room	\$150	40% after deductible	\$250	50% after deductible	\$250 after deductible	\$250 after deductible
Urgent Care	\$60	40% after deductible	\$60	50% after deductible	\$85	40% after deductible
Rx						
Rx Individual / Family Deductible	\$0 / \$0	\$0 / \$0	\$0 / \$0	\$0 / \$0		
Member Copay Tier 1/2	\$5 per script	\$15 per script	\$15 per script	\$5 per script / \$35 per script		
Member Copay Tier 3	\$25 per script	\$30 per script	\$30 per script	\$75 per script		
Member Copay Tier 4	\$50 per script	\$60 per script	\$60 per script	\$85 per script		
Member Copay Tier 5/6				20%, up to \$250 per script / 20%, up to \$450 per script		
Mail Order	2.5x	2.5x		2.0x		
Enrollment & Cost						
Employee Enrollment	CURRENT 2 / 2	RENEWAL 2 / 2		POS \$1500 2 / 2		
Employer Total	\$1,636.14	\$1,642.19		\$1,420.49		
Monthly Total	\$1,636	\$1,642		\$1,420		
Annual Total	\$19,634	\$19,706		\$17,046		
Change from Current - \$		\$73		-\$2,588		
Change from Current - %		+0.4%		-13.2%		

Village Council Meeting Documentation

Date Prepared:	1/4/2024	
Meeting Date:	1/11/2024	Meeting Type: Worksession
Subject:	Bid for Florence and Lambkin Lane	Author: Maggie Bacon

Overview: Gosling Czubak has received the bids for the grind and replace for Lambkin Lane and Florence Street. We had hoped this work would have been done in 2023, but the bidding process was delayed.

Recommendation for Action:

Review bids and approve selection. The bid selected will be used in preparing the budget for local streets and general fund – Alley repair.

BID SCHEDULE

LAMBKIN LANE & FLORENCE DRIVE RECONSTRUCTION PROJECT

VILLAGE OF EMPIRE

Item No.	Description	Estimated Quantity	Unit	Unit Price	Price
1	Mobilization	1	LS	\$ 32,250.00	\$ 32,250.00
2	Traffic Control	1	LS	\$ 13,500.00	\$ 13,500.00
3	Trenching	100	SYD	\$ 37.00	\$ 3,700.00
4	Crush and Shape HMA Pavement & Base	3,400	SYD	\$ 7.15	\$ 24,310.00
5	Aggregate Base	35	TONS	\$ 115.00	\$ 4,025.00
6	HMA Mixture, 4EL	530	TONS	\$ 157.00	\$ 83,210.00
7	Riprap, Plain	15	SYD	\$ 100.00	\$ 1,500.00
8	Restoration	1,080	SYD	\$ 10.00	\$ 10,800.00
Total of All Unit Price Items					\$ 173,295.00

ELMER'S

BID SCHEDULE
LAMBKIN LANE & FLORENCE DRIVE RECONSTRUCTION PROJECT VILLAGE OF EMPIRE

Item No.	Description	Estimated Quantity	Unit	Unit Price	Price
1	Mobilization	1	LS	\$ 10,300.00	\$ 10,300.00
2	Traffic Control	1	LS	\$ 3,500.00	\$ 3,500.00
3	Trenching	100	SYD	\$ 35.00	\$ 3,500.00
4	Crush and Shape HMA Pavement & Base	3,400	SYD	\$ 4.00	\$ 13,600.00
5	Aggregate Base	35	TONS	\$ 40.00	\$ 1,400.00
6	HMA Mixture, 4EL	530	TONS	\$ 129.00	\$ 68,370.00
7	Riprap, Plain	15	SYD	\$ 200.00	\$ 3,000.00
8	Restoration	1,080	SYD	\$ 10.00	\$ 10,800.00
Total of All Unit Price Items					\$ 114,470.00

Molon