

**Village of Ravenna
2022 Regular Meeting Minutes
January 4th, 2022**

The regular meeting of the Village Council was called to order by President Steve Dohm with the pledge of allegiance at 7:00 PM at the Village of Ravenna meeting room at 12090 Crockery Creek Drive.

Members Present: Steve Dohm, Shari Luce, Kent Boersema, and Gary Marsman (7:25).

Members Absent: Gordy Plescher

Staff present: Emily Carrigan, Geoff Nelson and Holly Nerli

Public present: None

Boersema moved **Luce** supported to approve the December 9th, 2021 Regular meeting minutes and December 28th, 2021 special Budget meeting minutes as presented. Motion Carried 3/0

Luce moved **Boersema** supported to approve the January 4th, 2022 Agenda as presented. Motion Carried 3/0

Public Comments: None

Adoption of Resolutions & Ordinances: None

Reports of Employees and Committees:

Business Office: Clerk Carrigan reported she has been working on journal entries and bank statements. She also presented ADP Payroll systems. Carrigan suggested the switch due to lack of customer service with the current company, Paychex. Carrigan is making sure there are no contracts with Paychex. **Luce** moved **Boersema** supported to switch payroll companies from Paychex to ADP and authorizing Carrigan to execute whatever is necessary for the switch. Motion carried 3/0

Carrigan also brought up a property in the Village that needs to be reviewed. After the council discussion the clerk and treasurer will be taking the next steps and Council will follow up.

DPW: Nelson reported they have been plowing, cleaning up storm damage, and working on equipment.

Misc.: **Boersema** moved **Luce** supported to pay DeeDee Hazen a contracted rate of \$35 an hour on an as needed basis. Motion carried 4/0

Boersema moved **Luce** supported to increase Clerk pay .50c hour following her 90-day review. Motion Carried 4/0

Clerk Carrigan brought up an annual report from Republic services for a house count. It was suggested Carrigan should get an itemized report from Republic to review.

Boersema moved **Luce** supported to approve the bills as presented. Motion Carried 4/0

Meeting adjourned at 8:49 p.m.

Respectfully submitted,

Emily Carrigan, Village Clerk