

**EDMORE VILLAGE COUNCIL
SPECIAL MEETING
INTERVIEW POSITION FOR VILLAGE MANAGER
UNAPPROVED JOURNAL OF MINUTES
June 26, 2023**

1. **CALL TO ORDER:** The Public Hearing / Regular Meeting of the Village of Edmore Council was called to order on Monday, June 26, 2023, at 6:00 p.m. by **President Gloria Burr**.
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL:** Members present – **Colburn, Griswold, Guild, McParland, Moore, Rasmussen, Burr**. Also present: **Kerri Peterson** – Village Clerk
4. **APPROVAL OF THE AGENDA:** **Moore** moved to approve the agenda as written. **Seconded by Griswold**. **VOICE VOTE: ALL YES: MOTION PASSED 7-0**.
5. **PUBLIC COMMENTS: AGENDA ITEMS:** None.

President Burr called for a recess at 6:11 p.m. to wait on an applicant's arrival.

President Burr called back to order the special meeting at 6:22 p.m.

6. **INTERVIEWS FOR EDMORE VILLAGE MANAGER'S POSITION:**
 - A. **JUSTIN CARLSON:** Did not attend interviews.
 - B. **MARK BORDEN:** **President Burr** began the interview by asking Mark to introduce himself and talk about his past employment. **Mark Borden** summarized his credentials stating he is a management professional with over 25 years of experience including Healthcare, Higher Education, and Municipal Government Administration. He is a graduate of the State of Florida Law Enforcement Academy, has a B.S., Business Administration from Clearwater Christian College, Florida, and has an M.B.A. from Tampa College, Tampa Florida. Among other managerial positions, he was the City Administrator, managing city services, project management, and budget analysis, for Carson City, Michigan, where he spent 6 years. In his current position with Spicer Group, Inc., he meets with Village and City managers around the state and tries to sell their services and client management to make sure our current clients are happy or see if they have any concerns. It made him want to get back into municipal management. Upon hearing of the vacancy of Village Manager in Edmore, he felt he would be a great opportunity and a good fit for the job. Edmore is very similar in size to Carson City, he has knowledge of Montcalm County, and with the Road Commission, and has worked with all of them in the past. **Burr** stated there was a list of questions from the board and opened the floor. **Rasmussen** asked if the electric company and water system for Carson City is connected to the prison system. **Borden** replied that the water system is part of Carson City's water system. **McParland** asked the distance from Borden's current residence to Edmore. **Borden** responded that he is 28 miles from Edmore. **Guild** asked Mark if he had ever worked as a police officer after graduating from the State of Florida Law Enforcement Agency. **Borden** replied he did not. He pursued the opportunity for about 6 months and at the time you had to volunteer to get some hours on the job. A friend offered him a position and he accepted, at a medical billing company to manage their office. The experience of the police academy helped in working with the police department when employed by Carson City. **Colburn** mentioned to Borden that he has an interesting career trek. You have an MBA from Tampa,

it sounds like you fell into municipal government and took to that well, but you don't seem to have medical background and work in the anesthesia sector, how did that come about? **Borden** responded that was the transition job at a medical billing company. H was the office manager. He handled all the contracts with the vendors, made sure everyone in the office had equipment, computers, and phones, and everything was up to snuff. At the time of starting that job there were only 13 employees and when the business was sold, there were 42 employees. **Colburn** asked Borden what made him want to get back into municipal/government services? **Borden** replied for the last year and a half he has spent his time with municipal managers across the state. He has a few accounts he manages, and he goes out and knocks on doors, and does a ton of research. He reads multiple meeting minutes from various communities trying to get a feel for their needs and infrastructure projects that might be coming up. He's gone to manager conferences and really enjoys meeting with the managers and found himself wanting to be back in that role again. **Colburn** asked if this was the trek he was looking to stay on for a good number of years and to stay in the area of his residence? **Borden** responded, yes, that's why he feels this would be a great opportunity. He would like to find a position and work for the next 10 years if offered the position. **Rasmussen** stated one thing we are used to with our past manager is he was very hands-on with our community. Talking to people and getting to know the residents and who Edmore is, would be a requirement. We are like Carson City. We are struggling economically, just like everyone else. To know the people, the businesses in town, it's important here. **Moore** mentioned that we have some big projects coming up in the future also. Water projects and things like that. It's going to require a lot of extra work. **Guild** asked Borden how long he thought it would take him to get up to speed. **Borden** responded not long. He has met with Lakamper several times, so he is pretty familiar with what is going on. We had one big infrastructure in Carson City and he knows how important it is to be known by your residents and businesses, especially when there is a big project going on. **Borden** went on to state that he will be out in the community, hopefully Edmore. He thinks Mark Sopel could vouch for him as far as business interactions. He would tell you that I was pretty present in the community. **Burr** stated in working with the Spicer Group, you probably know a lot about the water and sewer and the construction and what the State is asking us to go through. **Borden** responded that is what he does, along with grants and grant management. **Colburn** stated that Lakamper left us in pretty good shape compared to what he walked into when he started, but there are a lot of big things coming down the pike and it's good to have someone that knows something about that. **Borden** replied that in high school he worked at a plumbing shop, loading trucks, and they also installed utilities. He has installed sewer lines, up to 8 inch water mains; he's been in the ditch and put the pipes together. Another job, he worked for a civil engineer and was out in the field doing density tests on roadways and breaking concrete cylinders, so he's been all around it. He's been working with the engineers for the past year and a half. He feels like he has an advantage because he has people he can call on if needed. He knows people at the Spicer Group, Flies and Vanderbrink, and Prien&Newhof. **Guild** asked Borden if the position was offered to him, how soon he could start. Borden responded that he would want to give 2 weeks' notice. He doesn't know how it will be received, but they would see it as a good opportunity. **Guild** asked Borden if chosen for the position, would he be able to attend our next board meeting on July 10, 2023. Borden stated he can be attendance at that meeting. That is also part of what he does. Travels around the state attending council meetings. **Rasmussen** asked for clarification that if offered the position he would give it 100% of his

availability and not be traveling around to all the other council meetings. **Borden** responded that he would be available and in office or available by telephone if he is out in the community. **Colburn** stated that this is a hands-on job and not a remote job. Since the Covid pandemic there has been a lot of jobs with remote working. Not that you couldn't do anything from home, but this is a hands-on job. **Borden** responded he likes hands-on. He would be here with an open door. People don't want to come here and not be able to talk to the person they came to talk to. You have to be available. It's a people business and customer service is important. **Colburn** asked Borden to talk about his way of interacting with the council. Borden replied transparency is key. Communication. Whatever it takes to get the word out. He would call himself the 'Communicator in Chief' and you would be well informed. **Burr** stated that communication is very important and that the council wants to be kept in the loop. **Borden** responded that when communication starts to breakdown, that's when there is a problem. Communication is key in any business. **Burr** stated that we have some ordinances that need attention and a big one is the blight ordinance. That would be something that we would really like to see something done with. It's been a constant battle. We have an officer starting on July 1, 2023, 10 hours per week, to help with ordinance enforcement. We are looking for someone to stay on top of the ordinances. **Borden** explained during his time in Carson City they had similar issues and made some changes within their ordinance that really helped. The council agreed that the new manager and the new police officer starting around the same time with the Village will be a good working relationship. **Guild** stated that the new officer is Officer Keller. He is the Home Township Police Officer and will be handling our code enforcement here in the Village. **Borden** didn't have any questions for the council. The council thanked Borden for attending the interview and stated they will be in touch.

President Burr called a recess at 7:05 p.m. to check on the status of the second interviewee, Justin Carlson.

President Burr called back to order the special meeting at 7:14 p.m.

7. **INTERVIEWS CLOSED:** Second interviewee, Justin Carlson, did not attend.
8. **RESUME SPECIAL MEETING:** Did not go into closed session to discuss.
9. **DISCUSSION:** Discussion took place among the council about Mark Borden. **Burr** really likes Mark. She thinks he's a good fit for us. **Guild** thinks he will fit in really well and could take over projects we have going on. **Burr** is really comfortable with him. **Griswold** feels he seems very confident in what the job entails. The council agreed that Borden was their first choice of applicants. **Rasmussen** liked that Borden's plan is to stay at this position until he retires. He's knowledgeable and we need his expertise. **Motion by Guild to hire Mark Borden as Village Manager if he's willing to accept the position, as soon as possible at a starting wage of \$77,000 per year plus benefits. Seconded by Colburn. ROLL CALL VOTE: YES: Colburn, Griswold, Guild, McParland, Moore, Rasmussen, Burr. MOTION PASSED 7-0**

Discussion took place on wages and contract, and the Personnel Committee will meet and go through the contract.

10. **PUBLIC COMMENTS:** None.
11. **COUNCIL COMMENTS:** None.

12. ADJOURNMENT: Motion by Rasmussen to adjourn. Seconded by McParland. VOICE VOTE: ALL YES: MOTION PASSED 7-0.

President Burr adjourned the meeting at 7:25 p.m.

Village President

Village Clerk

Approved for Publication

NEXT MEETING: July 10, 2023