

**OFFICIAL MINUTES OF MAYVILLE
VILLAGE COUNCIL MEETING
MARCH 19, 2024
(Official)**

The Village Council of Mayville, Michigan held a **Regular** Meeting at the Village Hall on March 19th, 2024. The meeting was called to order at 7:12pm. by Barbara Valentine, Village Manager, with the following officers and Trustees present: Kathy Freeland, Ben Huntley, Beau Shaver, and Kristen Valentine.

Absent - Village President, Steve Charette

Employees Present – Police Chief Louis Cook, Fire Chief Terry Blackmer, Fire Lieutenant Bradlee Wingert, DPW Joe Werner, Lavern Franks & Clerk Kayla Reed.

Guests – 7

Pledge of Allegiance - Invocation led by - Police Chief Louis Cook

Acknowledgment of Special Guest and or Presentations -

Communications -

Consent Agenda-

Approval of Regular Council Meeting Minutes for February 20, 2024 -

Motion by K. Valentine 2nd by B. Shaver to Approve Regular Council Meeting Minutes for February 20, 2024

Yays - 4 Nays – 0

Motion Carried

Approval of Regular Council Meeting Minutes for March 5, 2024 -

Motion by K. Freeland 2nd by K. Valentine to Approve Regular Council Meeting Minutes for March 05, 2024

Yays - 4 Nays – 0

Motion Carried

Approval of Bills as Presented -

Motion by B. Shaver 2nd by B. Huntley to Approve Bills as presented.

**Roll call vote -K. Freeland- Y B. Huntley- Y B. Shaver- Y K. Valentine- Y S. Charette - Abs.
Motion carried**

Action Items -

USDA Invoice Request -

Motion by K. Valentine 2nd by B. Huntley to Approve 1 invoice to American Excavating Progress Payment #5 in the amount of \$151,880.30 be submitted to USDA for payment.

**Roll call vote -K. Valentine- Y B. Shaver- Y B. Huntley- Y K. Freeland- Y S. Charette - Abs.
Motion carried**

Motion by K. Freeland 2nd by K. Valentine to Approve 1 invoice to Spicer Group for \$21,011.00 be submitted to USDA for payment.

**Roll call vote -K. Freeland- Y B. Huntley- Y K. Valentine- Y B. Shaver- Y S. Charette -Abs.
Motion carried**

Budget Amendments -

Motion by B. Shaver 2nd by B. Huntley to Approve and Accept the Proposed Budget Amendments.

**Roll call vote - B. Shaver- Y K. Valentine- Y K. Freeland- Y B. Huntley- Y S. Charette - Abs.
Motion carried**

2024-2025 Budget Resolution - ** See Attached**

Motion by K. Valentine 2nd by B. Huntley to Approve the Resolution to Adopt the Budget for the Village of Mayville for the fiscal year April 1, 2024 to March 31, 2025 and to make Appropriations therefore.

**Roll call vote -K. Freeland- Y B. Huntley- Y K. Valentine- Y B. Shaver- Y S. Charette - Abs.
Motion carried**

Wage Resolution - ** See Attached**

Motion by K. Freeland 2nd by B. Shaver to Approve and Adopt the 24-25 Fiscal year Wage Resolution.

**Roll call vote -K. Valentine- Y B. Shaver- Y B. Huntley- Y K. Freeland- Y S. Charette - Abs.
Motion carried**

DPW Dump Truck Proposal - Discussion for the need of a new dump truck started a year ago.

Motion by K. Valentine 2nd by B. Huntley to Approve & Accept the presented Proposal from Midwest Tractor & Equipment Co. Inc. for a 2010 Dump Truck in the amount of \$74,515 and move forward with financing.

**Roll call vote -K. Freeland- Y B. Huntley- Y K. Valentine- Y B. Shaver- Y S. Charette - Abs.
Motion carried**

GENERAL APPROPRIATIONS ACT

**RESOLUTION TO ADOPT THE BUDGET
OF THE VILLAGE OF MAYVILLE FOR THE FISCAL YEAR
APRIL 1, 2024, TO MARCH 31, 2025
AND TO MAKE APPROPRIATIONS THEREFORE**

At a Regular Meeting of the Village of Mayville Council on Tuesday, March 19, 2024, at 7:00 p.m. in the Mayville Village Hall, 6104 Fulton St. Mayville MI, the following resolution was presented by Barbara Valentine, Village Manager:

WHEREAS, the Village Clerk submitted a budget proposal with her recommendation to the Village Council, making an appropriation of the money needed therefore, and designating the sum to be raised by taxation, and

WHEREAS, a notice of public hearing for the proposed budget was published on March 13th in the Mayville Monitor, and

WHEREAS, a public hearing was held on March 19th, 2024, concerning the proposed 2024 – 2025 budget,

NOW, THEREFORE, BE IT RESOLVED as provided in the General Village Law Act 3 of 1895, and in conformity to Public Act 621 of 1978, the Uniform Budgeting and Accounting Act, that the budget attached hereto and made a part hereof by reference are hereby considered and adopted, to be administered on activity (department) level, as the budgets of the Village of Mayville to cover the operations and expenditures thereof for the fiscal year April 1, 2024 to March 31, 2025.

BE IT FURTHER RESOLVED, to appoint the Village Manager as Chief Financial Officer, as required by the Uniform Budget Act, and

BE IT FURTHER RESOLVED that the Village of Mayville be authorized to transfer necessary amounts between activities (departments) within a fund and up to \$5000 between funds.

BE IT FURTHER RESOLVED that a copy of this budget resolution be furnished to the Village Treasurer, who shall then proceed to assess and collect the taxes in accordance with the State Statutes.


Motion by *K. Valentine 2nd* by *B. Huntley* to Adopt the Budget of the Village of Mayville for the Fiscal Year April 1, 2024, to March 31, 2025, and to make Appropriations Therefore.

YEAS: *K. Freeland, B. Huntley, B. Shaver, K. Valentine*

NAYS: 0

ABSTAIN: 0

ABSENT: *S. Charette*


Barbara Valentine
Manager, Village of Mayville

**RESOLUTION TO APPROVE SALARIES AND WAGES FOR
THE VILLAGE OF MAYVILLE FOR THE FISCAL YEAR
APRIL 1, 2024, TO MARCH 31, 2025**

At a meeting of the village of Mayville Village Council on Tuesday, March 19, 2024, at 7:00 P.m. in the Mayville Village Hall, 6104 Fulton St. Mayville MI, the following resolution was presented by Barbara Valentine, Village Manager:

WHEREAS, the Village of Mayville employs a Village Manager, Clerk/Deputy Treasurer, Interim Zoning Administrator\Enforcement Officer, DPW Sewer Operator, DPW Water Operator, a DPW Buildings and Maintenance Supervisor, 2 DPW Workers, Lien Certified Office Administrator, Crossing Guard and a Chief of Police on a full time, part time, contracted or irregular part time basis, and

WHEREAS, the Village Council has approved the following Salaries and Wages for the 2024 – 2025 fiscal year:

1. Village Manager, \$30.00 Per Hour, 25 Hours Per Week - **Contracted with No Benefits, Vacation, Personal Time or Raises**
2. Clerk/Deputy Treasurer, \$23.28 Per Hour, 24 Hours Per Week
3. Interim Zoning Administrator\Enforcement Officer, \$20.00 Per Hour, 20 Hours Per Week - **Contracted with No Benefits, Vacation, Personal Time or Raises**
4. DPW Sewer Operator, \$21.62 Per Hour, 40 Hours Per Week
5. DPW Water Operator, \$25.00 Per Hour, 20 Hours Per Month - **Contracted with No Benefits, Vacation, Personal Time or Raises**
6. DPW Buildings and Maintenance Supervisor, \$20.67 Per Hour, 32 Hours Per Week
7. DPW Worker #1, \$19.78 Per Hour, 24 hours Per Week
8. DPW Seasonal Full-Time Worker with CDL, \$20.09 per hour, 40 Hours Per Week during the Winter Season
9. Lien Certified Office Administrator, \$20.60 Per Hour, 18 hours Per Week
10. Crossing Guard, \$15.00 Per Hour, 5 Hours per Week Maximum - **Contracted with No Benefits, Vacation, Personal Time or Raises**
11. Chief of Police, \$25.14 Per Hour, 32 Hours Per Week

NOW, THEREFORE, BE IT RESOLVED that the Council of the Village of Mayville does resolve to adopt these salaries and wages for the Fiscal Year of April 1, 2024, to March 31, 2025.


CERTIFICATION: I hereby certify that the foregoing is a true and complete resolution adopted by the Village Council for the Village of Mayville at a meeting held this 19th day of March 2024.

YEAS: *K. Valentine, B. Shaver, B. Huntley
K. Freeland*

NAYS: *none*

ABSTAIN: *none*

ABSENT: *S. Charette*



Kayla Reed
Mayville Village Clerk



Barbara Valentine
Mayville Village Manager

Village Manager Authority in the absence of Village President Resolution - ** See Attached**

Motion by B. Shaver 2nd by K. Freeland to Approve the Village Manager Authority in the absence of Village President Resolution

Roll call vote -K. Freeland- Y B. Huntley- Y K. Valentine- Abstain (familiarity) B. Shaver- Y S. Charette - Abs.

Motion carried

DPW Dump Truck Installment Purchase Agreement Resolution - ** See Attached**

Motion by K. Valentine 2nd by B. Shaver to Accept the Resolution Approving an Installment Purchase Agreement to finance the acquisition of a Dump Truck, Authorizing Execution of said Installment Purchase Agreement, and Authorizing the undertaking of all other necessary and required acts in connection with said purchase.

Roll call vote - B. Shaver- Y K. Valentine- Y K. Freeland- Y B. Huntley- Y S. Charette - Abs.

Motion carried

DNR Bodeis Park Grant Resolution - ** See Attached**

Motion by B. Shaver 2nd by K. Freeland to Approve the Resolution to Accept the Terms of the Michigan Department of Natural Resources Grant Agreement and Appropriate funds to Match the Grant.

Roll call vote - B. Shaver- Y K. Valentine- Y K. Freeland- Y B. Huntley- Y S. Charette - Abs.

Motion carried

Resolution Obligating ARPA Funds to the Bodeis Park Improvements Project Grant Match - ** See Attached**

Motion by K. Freeland 2nd by K. Valentine to Approve the Resolution Obligating ARPA Funds to the Bodeis Park Improvements Project Grant Match

Roll call vote -K. Freeland- Y B. Huntley- Y B. Shaver- Y K. Valentine- Y S. Charette - Abs.

Motion carried

DNR Bodeis Park Grant Letter Agreement for Design -

Motion by K. Valentine 2nd by B. Shaver to Approve the Presented Letter Agreement from Spicer for DNR Park Grant Design.

Roll call vote -K. Valentine- Y B. Shaver- Y B. Huntley- Y K. Freeland- Y S. Charette - Abs.

Motion carried

Motion y B. Shaver 2nd by K. Valentine for 3 min recess at 8:17pm
Meeting called back into order by Manager Barbara Valentine at 8:20pm

Heating & Cooling Maintenance Agreement - Amend 1 yr to include Fire Department

Motion by B. Shaver 2nd by K. Valentine to Approve and Accept the Maintenance Agreement from Thumb Cooling & Heating for HVAC and Appliances in all Village Buildings (including the Fire Department) in the amount of \$2190.92 for 1 year 3/1/24 -3/1/25.

Roll call vote -K. Freeland- Y B. Huntley- Y K. Valentine- Y B. Shaver- Y S. Charette - **Abs.**
Motion carried

Heating & Cooling 5 year Maintenance Agreement -

Motion by K. Freeland 2nd by B. Shaver to Approve and Accept the Maintenance Agreement from Thumb Cooling & Heating for HVAC and Appliances in all Village Buildings (including the Fire Department) in the amount of \$2935.44 per year for 5 years 3/1/25 -3/1/31.

Roll call vote - B. Shaver- Y K. Valentine- Y K. Freeland- Y B. Huntley- Y S. Charette - **Abs.**
Motion carried

Basement Furnace Replacement Quote -

We have a quote for the replacement of the Basement Furnace that is over 50 years old and no longer safe to use.

Motion by B. Shaver 2nd by K. Valentine for a 10 min recess to look at furnace in basement at 8:28pm
Meeting called back into order by Manager Barbara Valentine at 8:40pm

Discussion - Need more information and a more detailed quote with an explanation of the difference between a furnace with dehumidifier and a furnace with Central Air..

Larsen Graphics Estimate for 14 2-sided 30"x40" Street Banners -

The Village currently has all four seasons of street banners that are in need of replacement.

Motion by K. Valentine 2nd by K. Freeland to Approve Larsen Graphics Estimate for 14 30"x40" 2-sided Street Banners (1 season) in the amount of \$895.00

Roll call vote -K. Freeland- Y B. Huntley- Y K. Valentine- Y B. Shaver- Y S. Charette - **Abs.**
Motion carried

Turner Drain\ Storm Sewer Assessment Discrepancy -

There was a former Elected Official that purchased a parcel adjoining his home and then combined two parcels in 2015. The Turner Drain Fees were not carried over to the new Combined Parcel, and in fact the past Clerk retired the Utility Account #246-00, incorrectly. This was uncovered during the rate modifications that were necessary after the Streets Millage to pay for the Turner Drain Streets Debt was not renewed.

Motion by B. Shaver 2nd by K. Valentine to collect all past due Turner Drain Assessment charges & all associated fees & penalties regarding the failure to accurately bill the incorrectly retired parcel\Acct #246-00 when it was combined with active Acct #247-00.

Roll call vote - B. Shaver- Y K. Valentine- Y K. Freeland- Y B. Huntley- Y S. Charette - **Abs.**
Motion carried



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**VILLAGE MANAGER AUTHORITY IN THE ABSENCE
OF THE VILLAGE PRESIDENT**

WHEREAS the Village of Mayville shall continue to operate and provide services to the community in the absence of the Village President;

WHEREAS authority to contract with all Funding Sources, Spicer Engineering, Frankenmuth Credit Union, Mayville State Bank, USDA, EGLE, all Grant Application and Management, and other necessary activities that shall be needed in order for the Village of Mayville to continue its operation;

NOW THEREFORE, BE IT RESOLVED that the Village Trustees of the Village of Mayville hereby authorizes Barbara Valentine, Village Manager to act on behalf the Village of Mayville in entering into any agreement with the approval of the Mayville Village Council; and to sign for and perform any and all responsibilities in relation to such agreement in the absence of the Village President.

The following aye votes were recorded: K. Freeland, B. Huntley, B. Shaver

The following nay votes were recorded: none
ABSENT - S. Charette ABSTAIN - K. Valentine

I, Kayla Reed, Clerk of the Village of Mayville, County of Tuscola, State of Michigan, do hereby certify that the above is a true and correct copy of the Resolution which was adopted by the Mayville Village Council at a meeting held March 19, 2024.

Kayla Reed
Kayla Reed

Village Clerk

3-19-2024
Date

VILLAGE OF MAYVILLE
TUSCOLA COUNTY, MICHIGAN

RESOLUTION APPROVING AN INSTALLMENT PURCHASE AGREEMENT TO FINANCE
THE ACQUISITION OF A DUMP TRUCK, AUTHORIZING EXECUTION OF SAID
INSTALLMENT PURCHASE AGREEMENT, AND AUTHORIZING THE UNDERTAKING OF
ALL OTHER NECESSARY AND REQUIRED ACTS IN CONNECTION WITH THE
ACQUISITION AND FINANCING OF SAID PURCHASE.

RESOLUTION NO. 24-0319

DATED: MARCH 19, 2024

At a Regular meeting of the Village of Mayville Village Council, Tuscola County, Michigan, held at the Mayville Village Hall, 6104 Fulton St., Mayville, MI 48744 on March 19, 2024, at 7:00 p.m. the following Resolution was introduced and adopted:

PRESENT: K. Freeland, B. Huntley, B. Shaver,
K. Valentine

ABSENT: S. Charette

RESOLUTION APPROVING AN INSTALLMENT PURCHASE AGREEMENT TO FINANCE THE
ACQUISITION OF A DUMP TRUCK, AUTHORIZING EXECUTION OF SAID INSTALLMENT
PURCHASE AGREEMENT, AND AUTHORIZING THE UNDERTAKING OF ALL OTHER
NECESSARY AND REQUIRED ACTS IN CONNECTION WITH THE ACQUISITION AND
FINANCING OF SAID PURCHASE.

WHEREAS, the Village Council has determined to purchase a Dump Truck within the Village of Mayville owned by the Village (the "Project") and finance a portion of the cost thereof through an installment purchase; and

WHEREAS, the Village has contracted with Midwest Tractor & Equipment Co., Inc. (the "Seller") to complete the Project for the approximate sum of \$74,515.

WHEREAS, under the provisions of Act 99 of the Public Acts of Michigan of 1933, as amended ("Act 99"), the Village is authorized to enter into an agreement for the acquisition of real and personal property for public purposes, to be paid for in installments over a period not to exceed 15 years or the useful life of the property acquired as determined by resolution of the Village Council (whichever is the lesser time period); and

WHEREAS, the outstanding balance of all such installment purchases by the Village under Act 99, exclusive of interest, shall not exceed one and one-quarter percent (1-1/4%) of the equalized assessed value of the real and personal property in the Village on the date of such agreement or agreements; and

WHEREAS, the acquisition of the Project pursuant to an installment purchase agreement will not result in the outstanding balance of all such purchases to be in excess of the limitations contained in Act 99 as set forth above; and

WHEREAS, the Village requested proposals for financing the acquisition of the Project through an installment purchase agreement pursuant to Act 99; and

WHEREAS, the proposal of Frankenmuth Credit Union (the "Financial Institution"), has been determined to be the most-desirable, responsive proposal received within the time allotted for response; and

WHEREAS, the Village Council desires to authorize the undertaking of all such acts necessary to complete the construction and financing of the Project.

WHEREAS, the Village Council has determined that the adoption of the Resolution will serve to effectuate the goal and desires described herein and will be in the best interests of the residents and property owners of the Village of Mayville.

NOW, THEREFORE, BE IT RESOLVED:

1. That the acquisition of the Project is hereby found and declared to be for valid public purposes and in the best interests of the health, safety and welfare of the residents and property owners of the Village.

2. That the contract for purchase of the Project was awarded to the Seller for the approximate sum of \$74,515.

3. That the Agreement is hereby approved substantially in the form presented at this meeting with such additions, changes and modifications as shall be approved by the Village Manager, who is empowered to approve such additions, changes and modifications without the need for an additional meeting on such issues.

5. That the Project has a useful life extending beyond the term of the 15 Years.

6. The Village hereby agrees that the payment of principal and interest shall be made from the Village General Fund. In addition, the Village hereby pledges its full faith and credit to the extent that the General Fund is insufficient for the payments required under the Agreement.

7. The Village covenants that, to the extent permitted by law, it shall take all actions within its reasonable control necessary to maintain the exclusion of the interest component of the payments due under the Agreement from the adjusted gross income for federal income tax purposes under the Internal Revenue Code of 1986, as amended (the "Code"). The Village designates its obligation to pay the Financed Purchase Price under the Agreement as a qualified tax-exempt obligation pursuant to Section 265(b)(3) of the Code and does not reasonably anticipate that qualified tax-exempt obligations of the Village will exceed \$10,000,000 during the 2024 calendar year.

8. The Village Manager and the Village Clerk/Treasurer, or either of them, are hereby directed and authorized to execute such additional certificates and other documents as shall be necessary to effectuate the closing contemplated by the Agreement.

9. All resolutions or parts of resolutions insofar as they conflict with the provisions hereof are rescinded to the extent of such conflict.

This RESOLUTION was offered by Village Trustee, K. Valentine, supported by Council member B. Shaver at a meeting on March 19, 2024. The members of the Village Council voted as follows:

YEAS: Members B. Shaver, K. Valentine, K. Freeland, B. Huntley.

NAYS: Members none

ABSTAIN: Members none

The foregoing Resolution was duly adopted at a ~~regular~~ meeting of the Village of Mayville Village Council held on March 19, 2024.

Kayla Reed
Kayla Reed
Clerk of the Village of Mayville

RESOLUTION DECLARED ADOPTED: CERTIFICATION

I, Kayla Reed, Clerk of the Village of Mayville, do hereby certify that the foregoing constitutes a true and complete copy of a Resolution adopted at a ~~regular~~ meeting of the Village of Mayville Village Council held March 19, 2024; that the meeting was conducted and public notice of the meeting was given pursuant to and in compliance with the Michigan's Open Meetings Act; that a quorum of the Council was present and voted in favor of the resolution; and that the minutes of the meeting will be or have been made available as required by the Open Meetings Act.

Kayla Reed
Kayla Reed, Clerk
Village of Mayville
Tuscola County, Michigan



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ACCEPT THE TERMS OF MICHIGAN DEPARTMENT OF NATURAL RESOURCES GRANT AGREEMENT AND APPROPRIATE FUNDS TO MATCH THE GRANT

Resolution #03192024-1

Upon motion made by Council Member B. Shaver seconded by Council Member K. Freeland the following Resolution was adopted:

RESOLVED, that the Village of Mayville, Michigan does hereby accept the terms of the Agreement as received from the Michigan Department of Natural Resources, and that the Village of Mayville does hereby specifically agree, but not by way of limitation, as follows:

1. To appropriate all funds necessary to complete the project during the project period and to provide forty-five thousand (\$45,000.00) dollars to match the grant authorized by the DEPARTMENT.
2. To maintain satisfactory financial accounts, documents, and records to make them available to the DEPARTMENT for auditing at reasonable times.
3. To construct the project and provide such funds, services, and materials as may be necessary to satisfy the terms of said Agreement.
4. To regulate the use of the facility constructed and reserved under this Agreement to assure the use thereof by the public on equal and reasonable terms.
5. To comply with any and all terms of said Agreement including all terms not specifically set forth in the foregoing portions of this Resolution.

Ayes: B. Shaver, K. Valentine, K. Freeland, B. Huntley,
Nays: NONE
Absent: S. Charette

STATE OF MICHIGAN)
) ss
COUNTY OF Tuscola)

RESOLUTION DECLARED ADOPTED

I, Kayla Reed, Clerk of the Village of Mayville, Michigan, do hereby certify that the above is a true and correct copy of the Resolution relative to the Agreement with the Michigan Department of Natural Resources, which Resolution was adopted by the Village of Mayville at a meeting held on March 19, 2024.

Kayla Reed
Kayla Reed
Village Clerk

Date 3-19-2024



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**RESOLUTION OBLIGATING ARPA FUNDS TO THE BODEIS PARK
IMPROVEMENTS PROJECT GRANT MATCH**

WHEREAS the Village of has received a DNR Passport Grant for Bodeis Park Improvements Match and Improvements to The Grove Baseball Diamond in Ohmer Park;

WHEREAS the Village will Obligate \$45,000 toward the Grant Match for the DNR Passport Grant and \$1,687.50 to Baseball Diamond Improvements for The Grove at Ohmer Park;

NOW THEREFORE, BE IT RESOLVED that the Village Trustees of the Village of Mayville hereby authorizes the Obligation of ARPA Funds in the amount of \$46,687.50 for the aforementioned Park Improvement Projects in the Village of Mayville.

The following aye votes were recorded: K. Freedland, B. Huntley, B. Shaver, K. Valentino

The following nay votes were recorded: NONE

I, Kayla Reed, Clerk of the Village of Mayville, County of Tuscola, State of Michigan, do hereby certify that the above is a true and correct copy of the Resolution which was adopted by the Mayville Village Council at a meeting held March 19, 2024.

Kayla Reed
Kayla Reed

Village Clerk

3-19-2024
Date

President Updates -

Manager Report - Verbal by Village Manager Barbara Valentine.

Department Reports -

D.P.W - Monthly report presented by Joe Werner.

Fire Department Report – Monthly report presented by Fire Lieutenant Bradlee Wingert.

Police Department Report – Monthly report presented by Police Chief Louis Cook.

Zoning Report – Monthly report submitted by Zoning Administrator Kelly Torrey.

Planning Commission - Monthly report submitted by Planning Chair Cecilia Kapcia.

Public Comments -

Adjournment – Motion by B. Shaver, 2nd by K. Valentine to adjourn at 9:14pm.

Yays - 4 Nays – 0

Motion Carried

Meeting Adjourned.



Kayla Reed
Village Clerk



Barbara Valentine
Village Manager