**EDMORE VILLAGE COUNCIL**

**REGULAR SESSION**

**UNAPPROVED JOURNAL OF MINUTES**

**November 08, 2021**

1. **CALL TO ORDER**: The regular session of the Village of Edmore Council was called to order on Monday, November 08, 2021, at 7:00 p.m. by **President** **Gloria** **Burr**.
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**: Members present – **Colburn, Green, Griswold, Guild, Moore, Rasmussen, Burr.** Also present: **Justin Lakamper** – Village Manager, **Shirley Drain** – Village Treasurer, **Kerri Peterson** – Village Clerk.
4. **APPROVAL OF THE AGENDA**: Motion by **Griswold** to approve the agenda as written. Supported by **Guild**. **VOICE VOTE: ALL YES: MOTION PASSED 7-0.**
5. **PUBLIC COMMENTS: AGENDA ITEMS:** None**.**
6. **DEPARTMENT REPORTS**:
7. **POLICE**: The Montcalm County Sheriff’s Office report highlighted on October 24th; a larceny report was taken in the 1100 block of East Main Street. The business reported items missing after individuals checked out of the room, they had been staying in. The suspects were identified as a 35-year-old female from Big Rapids and a 34-year-old male from Paris. The investigation continues.
8. **FINANCE**: **Burr** reportedfor Tracy. Quarterly reports are finished. Prepared documents for our work comp audit. Continuing to update our accounts and learning how to work our new banking system since the changeover to Huntington.
9. **DDA**: **Lakamper** reported. The next DDA meeting will be held at 8:00am on December 15th. Trying to increase attendance. The DDA meeting on October 20th was cancelled due to a lack of agenda items. The DDA sponsored Halloween Decoration competition ended with 8 homes participating. Gave out three prizes and had 21 ballots returned. The DDA held “Edmore’s Spooky Halloween Affair”, at the Bag Factory on Halloween weekend which included carnival rides, a movie, a haunted house, and a trunk or treat. There was not as large of a crowd as anticipated, most likely due to rain, but there were no issues and we have received a lot of positive feedback. There is currently an arts and crafts vendor show happening for the next two weeks at the Bag Factory. **Green** asked about the Christmas contest. **Lakamper** stated the dates are in the newsletter, but he didn’t know them off the top of his head. **Burr** asked Lakamper to check on the dates and let us know.
10. **DPW**: **Burr** reported for Andy. We had 2 cremains at the cemetery. We have been working with engineers for multiple projects on their utility connections. Leaf vacuum is out now that the leaves have started to come down. Connected the water service at the request of the contractor for the new house on First Street. Closed the bathrooms for the year. Winterized the well houses. Poured foundations at the cemetery. Andy passed his written and road CDL tests and is now licensed to drive the dump truck.
11. **MANAGERS**: **Lakamper** reported. **Code Enforcement**: Fall clean up went well. Most homes used it to clean up their properties. Three derby cars at 527 First Street have been removed after speaking with the property owner. **Developments**: The house on First Street is nearing completion. Water and sewer connections have been finished and the homeowner is planning on moving in this month. The grow facility on lots 5 and 6 at Sunrise also had its utilities connected, as well as Ryan’s Equipment’s new office building. The engineer for the grow facility on Industrial Drive has been working with us to finalize their site plan. **Halloween Event**: The carnival at the Marketplace went well and were without incident. Rain throughout the weekend put a damper on the turnout, but during the trunk or treat, the DDA handed out over 50 pounds of candy. **Personnel**: We have on individual on medical leave. We do not know how long this will be. We considered posting for a temporary worker, however Andy and I have established that the DPW should be able to handle their regular duties with two employees and should any larger issues arise, we might need to use more contractors on a case-by-case basis. Performance reviews will be conducted this month and the Personnel Committee will continue to meet to discuss the reviews**. Park Equipment**: We received the shipment of workout equipment, however when it was unpackaged the DPW discovered large gashes and scrapes in the equipment. The damage was reported to Playworld, and they replied with a $500 credit and paint or fix ourselves. Asking them to send us a new set and use the $500 credit. We will be storing the equipment over the winter and installation will be done in the spring, so they are eligible to be used with grant money. **Water System**: The DPW will be cutting and capping the water main in the road right of way on either side of the property of lots 7 and 9 at Sunrise. This elimination is being done to prevent questions and issues in the future. **Well 6 Rebuild**: Peerless Midwest came October 12th and pulled well 6. It is in their shop for rebuilding with an estimated timeframe of 5-6 weeks. We should have it back in rotation in the next few weeks. Burr asked if there were any more wells that need to be done. Lakamper replied that the oldest ones are done, and he will look at the exact ages of the newer ones. There will be a Covid vaccine clinic held at the Curtis Community Building on November 16th, 2021. Appointments and walk-ins are available from 10:00am – 3:00pm. The second date will be December 3, 2021, for 2nd shot. These are for 12 years and older. **Guild** asked about the 4th car at the home on First Street on the North side of the building. **Lakamper** will check on that as he didn’t notice that one.
12. **PRESIDENTS**: **Gloria Burr**: Everybody please stay safe and stay healthy. The virus is in Edmore and spreading like wildfire.
13. **TREASURER’S REPORT**: **Shirley** **Drain**
14. **TREASURER’S** **REPORT** **& COMMENTS:** **Drain**: Books are closed and balanced for the month of October 2021. All loans are current. DDA should be transferring money this month. Everything looks good. **Colburn** asked what the terms of the loans were. **Drain** stated it’s different on every loan. **Lakamper** responded that it is suggestive, but it is ultimately up to the board.
15. **APPROVAL OF PAYMENT OF BILLS**: **Green** moved to pay the bills. Supported by **Moore**. **VOICE VOTE: ALL YES: MOTION PASSED 7-0.**
16. **COMMITTEE REPORTS:** None.
17. **APPROVAL OF MINUTES**:
18. **REGULAR COUNCIL MEETING October 11, 2021:** Motion by **Colburn** to approve minutes with VFW correction. Supported by **Griswold**. **VOICE VOTE: ALL YES: MOTION PASSED 7-0.**
19. **NEW BUSINESS**
20. **AMENDING THE GUILDELINES OF THE ELF COMMITTEE:** Some discussion was heard about non-payment, repayment arrangements, and foreclosure abilities. **Moore** moved to accept the guidelines of the ELF Committee with the addition of repayment arrangements under Loan Servicing.Supported by **Rasmussen. ROLL CALL VOTE: YES: Colburn, Green, Griswold, Guild, Moore, Rasmussen, Burr. MOTION PASSED 7-0.**
21. **APPOINTMENT OF ZAK OKKE TO THE ELF COMMITTEE: Burr** reported thatKaren Nesbit previously sat on the ELF Committee as the local Bank manager. She has retired from the Bank. The new Huntington Bank Manager, Zak Okke, has been asked to take her place on the ELF Committee board. **Guild** moved to appoint Zak Okke to the ELF Committee**.** Supported by **Rasmussen. VOICE VOTE: ALL YES: MOTION PASSED 7-0.**
22. **APPROVAL – ELF LOAN TO BROWN MECHANICAL HEATING AND COOLING LLC: Guild** reported the ELF Committee met with Brown’s several times, also with Zac. Zac did a great job**.** Zac and Justin had put a lot of work into the loan. It was very well presented. The ELF Committee agreed that they approve the loan and recommend that the Council approve the loan for Browns Mechanical. Motion by **Guild** to recommend the approval of the $60,000 ELF loan to Browns Mechanical Heating and Cooling LLC, per the contract. Supported by **Rasmussen**. **ROLL CALL VOTE: Colburn, Green, Griswold, Guild, Moore, Rasmussen, Burr. ALL YES: MOTION PASSED 7-0. Burr** thanked the ELF Committee for doing a fantastic job and also thanked the Browns for their time and commitment.
23. **PUBLIC COMMENTS**: **Joelle** **Betts** reported that all of the Halloween decorations have been removed from downtown. The carnival made just enough to make payroll this year but, they have agreed to come back again. **Burr** thanked Joelle for the update. The board thanked Joelle for her help in coordinating the Halloween event. **Alyssa** **Kenyon** asked where they can take the bushes that they had removed. **Lakamper** responded that they can be taken to the Village compost, and someone would show her where that was at. **Alyssa** also asked if anyone had brought up putting a splash pad at the park for the kids. The Park and Recreation Committee will discuss this again. **Gerald** **Brown** thanked Justin and the ELF Committee. Plans are to make the changes in the spring. Very much appreciated.
24. **COUNCIL COMMENTS: Green** reported she will bring an update to the next meeting on the Hometown Heroes project.
25. **ADJOURNMENT**: **Green** moved to adjourn. Seconded by **Rasmussen**. **VOICE VOTE: ALL YES: MOTION PASSED 7-0.**

**President Burr** adjourned the meeting at 7:35 p.m.

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**Village President Village Clerk**

**Approved for Publication**

**NEXT MEETING: December 13, 2021**