

**EDMORE VILLAGE COUNCIL
REGULAR SESSION
UNAPPROVED JOURNAL OF MINUTES
March 14, 2022**

1. **CALL TO ORDER:** The regular session of the Village of Edmore Council was called to order on Monday, March 14, 2022, at 7:03 p.m. by **President Gloria Burr**.
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL:** Members present – **Colburn, Green, Griswold, Moore, Rasmussen, Burr**. Absent – **Guild**. Also present: **Deputy Tanis** – Montcalm County Sheriff’s Dept., **Justin Lakamper** – Village Manager, **Shirley Drain** – Village Treasurer, **Kerri Peterson** – Village Clerk.
4. **APPROVAL OF THE AGENDA:** **Moore** moved to approve the agenda. Supported by **Colburn**. **VOICE VOTE: ALL YES: MOTION PASSED 6-0.**
5. **PUBLIC COMMENTS: AGENDA ITEMS:** None.
6. **DEPARTMENT REPORTS:**
 - A. **POLICE:** **Deputy Tanis** reported in February he made 2 arrests, 17 traffic stops, and issued 4 citations. Highlights included on February 26th; a traffic stop was conducted that led to the arrest of a 61-year-old man from Howard City. The vehicle was stopped for a plate violation and the driver displayed a notable nervousness. A consent search was conducted of the vehicle and drug paraphernalia was located. The man was detained and searched resulting in suspected drugs being found. A field test of the suspected drugs was conducted indicating the substance was methamphetamine. The man was lodged in the County Jail on charges of Delivery/Manufacturing of Methamphetamine second offense.
 - B. **FINANCE:** **Burr** reported for Tracy that she has been working to close out the fiscal year and working on the audit.
 - C. **DDA:** **Lakamper** reported the DDA did not hold its intended meeting on March 2nd. Have not rescheduled for the next meeting. There is not enough commitment.
 - D. **DPW:** **Burr** reported for Andy. Had 2 full burials at the cemetery. Plowed and salted when the snow and ice accumulated. Pumped overflowing rainwater from Montabella Street. Assisted with a new sewer lateral hookup. Cleaned storm drains for thawing snow. Performed yearly cross connection reports for EGLE.
 - E. **MANAGERS:** **Lakamper** reported on **Code Enforcement:** Have dealt with a few calls on dogs running wild. Now that snow is melting more time will be dedicated to code enforcement. Will be asking our Deputy to focus on junk tags early in the spring. **Developments:** The marihuana and hemp processing plant development on lots 7, 8, and 9 have had their resubmitted plans approved by the Planning Commission and will begin construction in March. The DPW will be capping off underground utilities that run through that lot once the frost is gone. The doctor’s office will be tearing down the house that it purchased next to it this month in anticipation of developing an urgent care center. **Health Insurance:** Have been working with our previous insurance agent for the past several months to look at new health insurance options for the employees. He has recently informed me that he has decided not to provide us with further service due to him no longer wanting to work. A new agent has been contacted in the hopes of having some new options to consider before our renewal in May. **Police:** The Police Committee met to discuss a request by the Township to consider contracting with them for additional police coverage. The Committee agreed that any form of

contracting with the Township would need to include a joint oversight board with representatives from the Village and from the Township. If the Township does not want to do this, they have been informed we do not need to continue to negotiate. They will discuss it at their meeting Monday, March 14th, and return a decision. **Park Equipment:** We received a third shipment of replacement exofit equipment and it was also damaged, so we refused delivery. Due to this being grant money, they will be sending us a fourth set. **Planning Commission:** The Planning Commission needed to reschedule the rezoning request for Laverne Hansen, which means that we must repost it in the newspaper. They will meet on April 1st and the Council will consider the request at the April 11th meeting. **MDOT:** Despite having applied for our MDOT grant with the explicit direction that we will be using the County to do our chip sealing; they have now informed me that to receive the money we will need to bid out the work. The County is willing to bid on our RFP.

F. PRESIDENTS: Gloria Burr: There will be blood drives held on June 28th, and August 30th, 2022, at the Curtis Community Building.

7. **TREASURER'S REPORT: Shirley Drain**

A. **TREASURER'S REPORT & COMMENTS: Drain:** Books are closed and balanced to the penny, for 2021 fiscal year end. All ELF loans are current. All cash balances and heavy equipment pool look good.

B. **APPROVAL OF PAYMENT OF BILLS: Green** moved to pay the bills. Supported by **Rasmussen**. **ROLL CALL VOTE: YES: Colburn, Green, Griswold, Moore, Rasmussen, Burr. MOTION PASSED 6-0.**

8. **COMMITTEE REPORTS:** Personnel Committee and Police Committee met.

9. **APPROVAL OF MINUTES:**

A. **REGULAR COUNCIL MEETING February 14, 2021:** Motion by **Griswold** to approve the minutes with typo correction of 'bull' to 'full'. Supported by **Colburn**. **VOICE VOTE: ALL YES: MOTION PASSED 6-0.**

10. **NEW BUSINESS**

A. **APPROVAL OF HANDBOOK CHANGES: Moore** reported it was time to make a change to bring the Village up to more current pay standards. Changes made were: Standby Duty, Page 16: Changed the on-call pay from \$50 to \$100. Changed the on-call response time from 25 minutes to 45 minutes. Evaluations and Pay Increases, Page 25: Added the \$0.50 hourly wage increase for holding a CDL license. Pay Scales, Page 25: Increased the maximum hourly wage for a supervisor/director from \$27 to \$28.50. Motion by **Green** to accept the changes to the employee handbook. Supported by **Moore**. **ROLL CALL VOTE: YES: Colburn, Green, Griswold, Moore, Rasmussen, Burr. MOTION PASSED 6-0.**

B. **APPROVAL OF NEW EMPLOYEE WAGES: Lakamper** reported this pertains to DPW new hire employee, Travis McAllister. Travis is coming to us with 11 years of municipal utility experience having worked for 8 years in the sewer department and wastewater treatment plant in Flint and 3 years in Saginaw water department. He also holds an S3 water license and a CDL license. This S3 water license would not allow him to operate the Edmore system, but he is scheduled to take the appropriate water license test in May. Based on his experience, the Personnel Committee was asked to approve offering him a conditional job offer with a starting wage of \$17.50 with an additional \$0.50 for his CDL license and for an additional \$1.00 for his water licenses, to a total hourly wage of \$19.00 an hour. His water license bonus comes with the caveat that he must obtain the appropriate water license D3 and S3, by the Fall testing cycle. Motion by **Griswold** to approve the new employee wages. Supported by **Green**.

ROLL CALL VOTE: YES: Colburn, Green, Griswold, Moore, Rasmussen, Burr. MOTION PASSED 6-0

C. DISCUSSION VACANT BUILDING ORDINANCE: **Lakamper** reported that we have been looking for ideas to try and combat some of the vacancy in business districts. This has led to the idea of enacting a vacant building ordinance which will require owners of vacant buildings to register their properties and pay an annual fee for the registration. The idea behind this ordinance is to allow us to track the number of vacant buildings in town and to incentivize owners of vacant buildings to put them to use. There are currently 4 buildings in the downtown area that have been habitually vacant with the owners showing no signs or willingness to use or sell the properties and they have become a strain on the development of downtown. The ordinance simply requires the registration of the properties and the payment of a fee to be set by the Council. There is an exemption from the requirements if the building is actively listed with a realtor for sale or lease. The Ordinance Committee was discussing a fee between \$200 and \$300. Discussion took place among the board on the fees and how that would work. Start the fees low. Double the fees yearly up to a capped amount. This would work alongside the blight ordinance. **Lakamper** stated that if the Council is okay with this, he would start with the \$200, meet again, and finalize at the next meeting.

D. DISCUSSION STREET LIGHT ON 11TH STREET: **Lakamper** was asked by the Doctor's office if we would install a streetlight on 11th Street, in front of the parking lot used by the office's employees. There are streetlights on each of the corners, M46 and Norway Street. This one would be halfway down the block. State crash records for the last 10 years, show there has only been one recorded accident on N. 11th Street, which occurred north of Norway Street. Discussion took place and it was decided that it wasn't the obligation of the Village to light the Doctor's office employee parking lot. It is the obligation of the property owner.

11. **PUBLIC COMMENTS:** None.

12. **COUNCIL COMMENTS:** **Green** updated that the VFW Auxiliary Post 2292 Hometown Heroes flag project has been successful.

13. **ADJOURNMENT:** Motion by **Rasmussen** to adjourn. Seconded by **Green**. **VOICE VOTE: ALL YES: MOTION PASSED 6-0.**

President Burr adjourned the meeting at 7:52 p.m.

Village President

Village Clerk

Approved for Publication

NEXT MEETING: April 11, 2022