

**EDMORE VILLAGE COUNCIL
REGULAR MEETING
UNAPPROVED JOURNAL OF MINUTES
August 12, 2024**

1. **CALL TO ORDER:** The regular meeting of the Village of Edmore Council was called to order on Monday, August 12, 2024, at 7:00 p.m. by **President Gloria Burr**.
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL:** Members present – **Colburn, Griswold, Guild, McParland, Moore, Pierce, Burr**. Also present: **Mark Borden** – Village Manager, **Shirley Drain** – Village Treasurer, **Kerri Peterson** – Village Clerk, **Deputy Campbell** – Montcalm County Sheriff's Department.
4. **APPROVAL OF THE AGENDA:** **Griswold moved to approve the agenda. Supported by Colburn. VOICE VOTE: ALL YES: MOTION PASSED 7-0.**
5. **PUBLIC COMMENTS: AGENDA ITEMS:** **Rob Snyder** reported to the board that there was a major sewer issue in one of the homes on N. 5th Street that he helped fix for the tenant. He wanted to commend the DPW for helping figure out the problem and giving directions as much as they were able to on private property. It was very much appreciated, and they should be commended.
6. **DEPARTMENTAL REPORTS:**
 - A. **POLICE: Deputy Campbell** reported there were 102.5 total hours, 11 total investigations, 0 arrests, 3 traffic stops with 2 verbal warnings issued and 1 citation, 1 car investigated, 89 property inspections, 10 liquor inspections, and 590 total miles of patrol. Notable activities included the Sheriff's Office has two junk ordinance violation complaints under investigation that were initiated in July. A 22-year-old was contacted at an address in the 300 block of South Fifth Street. He was given the compliance requirements of the ordinance and given 30 days to come into compliance. The other violation is on North Street. The deputy has not been able to contact anyone regarding this violation yet but will continue to investigate. Deputy Campbell is our August police officer assigned to Edmore and Deputy Coon will be taking over in September.
 - B. **MANAGER: Mark Borden (Code Enforcement, DPW, DDA): Borden** reported on **COMMITTEES:** The Personnel Committee met to consider staffing retention. Report later in agenda. **DEVELOPMENTS:** Dollar General construction continues. Possible opening scheduled for September. The property owner at 519 E. Home Street would like to tear down the existing home and build a new manufactured home on the property. **CODE ENFORCEMENT ACTIONS:** 226 S. Third Street – Letter issued to owner/occupants notifying them they were in violation of our dog ordinance due to the nuisance created by the excessive barking of their dogs. It is still uncertain if the dogs have been removed from the property. 219 N. Third Street – Requested MCSO to issue a citation for violating the County's Junk and Rubbish Ordinance. 222 E. Pine Street – Vehicles parked blocking the sidewalk. A request was made to MCSO asking them to enforce the parking violations. 108 North Street – Blight violation. 119 N. Second Street – Multiple vehicle violations. The residents had until 7-31-24 to correct the blighted conditions. Uncertain if this has been completed. 315 S. Fifth Street – requested MCSO to begin enforcement action of the County Junk and Rubbish Ordinance. On 7-19-24, Deputy Paulson notified us that the resident at 315 S. Fifth Street was advised by MCSO that he was in violation of the County Junk and Rubbish Ordinance and that he would be given 30 days to become compliant. **DDA:** Did not meet. **DPW ACTIVITIES:** All the usual summer work,

mowing, brush chipping. Cleaned up curb gutters (swept and removed weeds). Storm drain maintenance. Removed the Merry-Go-Round from the park as it was broken. Installed new meters at the sewer lagoons (the old meters were malfunctioning and not repairable). EGLE is requesting to set up a Village meeting to introduce our new representative. Two cremains' burials. Administrative work on the DWAM/CDSMI (water line inventory) work. OTJ training continued for new staff. **DWAM/CDSMI: DWAM – Drinking Water Asset Management.** This project is currently underway for which we received grant funding. EGLE determined that Edmore had to investigate 98 locations in town to determine the size of the water lines and the types of piping materials used at the 98 locations. Our staff made the inspections inside the homes/businesses at those 98 locations and located the shut-off valves and marked them for the hydro-excavating work which began on June 24th. As part of the grant, we will be reimbursed for our staff's time working on this project. We submitted our first expense reimbursement request for DPW wages and equipment use. EGLE will reimburse the wages and an additional 40% for benefits for every hour submitted. Our first reimbursement amount is approximately \$8800. July work has not been submitted for reimbursement yet. This is grant money our village will receive for the work that our staff has done on the project to identify the types of water service materials we have in town. **CDSMI – Complete Distribution System Materials Inventory.** The Michigan Safe Drinking Water Act, 1976 PA 399, as amended, requires that water supplies develop and maintain a Complete Distribution System materials Inventory (CDSMI) and submit the inventory to the Michigan Department of Environment, Great Lakes, and Energy (EGLE) by October 16, 2024. The CDSMI report requires the completion of two official EGLE forms to accurately describe, to the best of our knowledge, the materials used for the water services throughout town. One form will require us to input all 550 addresses for the water services in town and then fill out as many of the 40 columns as necessary to indicate the type of water service material. After some discussion between Andy, Alexis, and Mark it was determined it would require 120-man hours for Village staff. It was thought Fleis & Vandenbrink would complete this work for us as part of the DWAM grant project. The DWAM does not allow for or cover expenses for CDSMI reporting. Fleis & Vandenbrink have given us a proposal to complete the CDSMI form for a cost of \$5000. Discussion took place about the cost for the Village staff to do the work. **Motion by Guild to allow Fleis & Vandenbrink to complete the long form for the CDSMI reporting requirements at a cost not to exceed \$5000. Supported by Griswold. ROLL CALL VOTE: YES: Colburn, Griswold, Guild, McParland, Moore, Pierce, Burr. MOTION PASSED 7-0. CODE ENFORCEMENT:** Borden met with Howard City and Lake Isabella managers about how they manage their citations for code enforcement. Each has their own citations which were developed over time by working with the Montcalm County Magistrate. Borden will continue to research what it will require for Edmore to have its own citations and be able to issue them AND have the court's backing for enforcement. Some discussion took place about how bad the blight in town is getting and that we need to come up with a solution that works. It is difficult to enforce anything with revolving MCSO deputies monthly. **518 E. GILSON STREET – FENCE:** The homeowner asked about installing a fence on their property. They were given a copy of our fence ordinance and told they would need a fence permit to install a fence. The discussion turned to the possible use of Carol Dodson's old fence which would be sanded, painted, and restored in installed. At some point after, the homeowner installed a few sections of the old fence that were acquired and removed from the Dodson property. The homeowner was immediately notified that a permit was required, and another copy of the

ordinance was left with a family member, and they were told that the fence must be new material. The owner asked if they could install the fence if it was sanded and painted. No permit has been authorized. The board responded that the ordinance reads it must be new fencing materials and that she cannot use the old fence as it is against the ordinance.

MARIJUANA REVENUE FROM MONTCALM COUNTY: On August 8th, Montcalm County sent us \$50,000 for tax revenue related to the marijuana businesses here in Edmore. This is the second year in a row that the County has sent \$50,000. This money was not in our 24/25 budget and will be placed in our general fund.

C. PRESIDENTS: Gloria Burr: None.

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

A. **TREASURER'S REPORT & COMMENTS:** Drain: Books are balanced with the bank. All ELF loans are current.

B. **APPROVAL OF PAYMENT OF BILLS:** Motion by Griswold to pay the bills. Supported by McParland. **ROLL CALL VOTE: YES: Colburn, Griswold, Guild, McParland, Moore, Pierce, Burr. MOTION PASSED 7-0.**

8. **COMMITTEE REPORTS:** Personnel Committee – Later in agenda.

9. **APPROVAL OF MINUTES:**

A. **REGULAR COUNCIL MEETING JULY 8, 2024:** Moore moved to accept the July 8, 2024, minutes as printed. Supported by Colburn. **VOICE VOTE: ALL YES: MOTION PASSED 7-0.**

10. **NEW BUSINESS**

A. **CONSIDER RESOLUTION 24-0812 FOR ADOPTION. ADD MI CLASS AS AN INVESTMENT OPTION:** Drain reported on behalf of Tracy about the meeting they had with Jeff Anderson, salesman for MI CLASS. She explained to the council a few concerns they still had. The interest rate they have now at 5.19% actually has just reached 5.19% in 2023. Previously it was at 1.713% in 2022 and .0380% in 2021. MI CLASS does not always maintain a high interest rate, whereas with a CD, we are guaranteed 5% for the next 12 months if invested now and no guarantee with MI CLASS. We were told that if banks fail, we don't have to worry about the money since it's not in a bank. The Village is the holder of money for our residents. We just want to ensure that money is safely invested without risk of loss since the money is not FDIC Insured. No one knows where interest rates will fall after the election, there could be a very large drop which would not be the case with a CD for the next 12 months. Should the council decide to move forward with MI CLASS, they are recommending \$500,000 to start and see how the investment works and if it is something that council may want to continue with and the village is earning a good rate of return, then we can invest more in the future. The money invested would remain here and be treated like our other CD's and any interest earned would stay in the MI CLASS account instead of doing transfers monthly. Shirley stated she is very concerned about what might happen after the election and feels like we should maybe wait and see what happens in a few months and in the meantime, place some money in more CD's which are guaranteed 5% interest for 12 months. Some discussion took place on CD's, other various banks, and another option that Borden mentioned which can be chosen with Commercial Bank. Borden explained that Commercial Bank has something called a Sweep Account. Money invested is automatically pulled from your account every night and placed in a high-interest rate account, and in the morning, it is moved back into your account. It is all FDIC Insured. It is a lot of record keeping. More discussion took place on CD's and interest rates. Commercial Bank will be asked to present to the council at the September meeting to explain in depth details before anything is decided on where to invest the village's money. No other action will be taken at this time.

B. DETERMINE DOLLAR AMOUNT TO BE INITIALLY INVESTED WITH MI CLASS: No action taken at this time.

C. CONSIDER AMENDING PROCEDURE #13, RUBBISH AND YARD WASTE COLLECTION: Discussion took place about the residents who remove or have trees removed from their property but place all the branches along the road for the DPW to clean up. The resident or tree service is responsible for cleaning up and removing all debris from the felled tree. Our DPW does chipping on the first Tuesday of the month from April through September as needed for storm damage waste to properties in the village. Discussion also ensued about trash collection and bags that either fall out or are placed beside the bins on trash day. If the driver cannot see the village tags on the bags, they will not pick them up. Since we also sell blue/green bags, it was recommended that we discontinue use of the tags and strictly sell the colored bags for people to put their overflow trash in which makes it highly visible to the driver. **Motion by Guild to amend Operating Procedure #13, Rubbish and Yard Waste Collection to state if the homeowner removes trees on their property they are responsible for removing all the logs and branches and any commercial tree service is responsible for removal of all debris within 30 days; normal brush clean-up piles are to be no longer than 25 feet in length by 4 foot high, and branches no bigger than 4 inches. Supported by Moore. VOICE VOTE: ALL YES: MOTION PASSED 7-0.**

D. DISCUSS OPTION FOR REPAIR/REPLACEMENT, MERRY-GO-ROUND, CURTIS PARK: Tabled.

E. VILLAGE STAFF WAGES – REVIEW, DISCUSSION, CONSIDER PERSONNEL COMMITTEE RECOMMENDATIONS: Discussion took place on the \$2 wage increase for all village employees. **Moore** is still not convinced that raising the wages by \$2 an hour is going to make a difference in retention when the ones who are leaving are leaving for \$5 and \$6 more. **Burr** stated that Andy believes that this \$2 raise will make our employees happy. **Colburn** asked about Andy's pay when getting calls from the DPW guys to help. **Guild** asked why Andy doesn't get paid a minimum timeframe when he gets called for DPW on-call phone calls. Discussion ensued that if our DPW supervisor gets any calls after hours he gets compensated for a 2-hour minimum. To be placed in writing. DPW on call time should also be a minimum of 2 hours show up time. **Motion by Guild that DPW gets a 2-hour show up time pay minimum when on call on weekends. Supported by Moore. ROLL CALL VOTE: YES: Colburn, Griswold, Guild, McParland, Moore, Pierce, Burr. MOTION PASSED 7-0. Motion by Guild to approve the wage increase of \$2 per hour, per employee, as recommended by the Personnel Committee. Supported by McParland. ROLL CALL VOTE: YES: Colburn, Griswold, Guild, McParland, Moore, Pierce, Burr. MOTION PASSED 7-0.**

11. **PUBLIC COMMENTS:** **Stephanie Kanine**, a village council trustee petitioner, commented that our Village meetings are very interesting, and she took some notes.
12. **COUNCIL COMMENTS:** **Guild** stated that we have been really quick to criticize the downtown businesses. He asked that letters be sent to the Brown's commending them for all the work they have done on their downtown building. It looks great. **Drain** mentioned that the G.E.T. group needs to be thanked also for everything they have been doing downtown.
13. **ADJOURNMENT:** **Motion by Moore to adjourn. Seconded by Griswold. VOICE VOTE: ALL YES: MOTION PASSED 7-0.**

President Burr adjourned the meeting at 8:55 p.m.

Village President

Village Clerk

Approved for Publication

NEXT MEETING: September 09, 2024