

April 13, 2023 – EMPIRE VILLAGE COUNCIL WORK SESSION

The meeting was called to order at the Glen Lake Community Library and the Pledge of Allegiance was led by Palmer at 7:00 p.m. Upon a roll call, Council members Bacon, Chase, Dye, Palmer, Rademacher, Walton, Webb were present. Clerk Smith was also present.

PUBLIC HEARING

PUBLIC HIGHWAYS, STREETS, ALLEYS, RIGHT-OF-WAY MAINTENANCE AND SNOW REMOVAL (ORD. NO. 147) –No comments.

ORDINANCE ADDRESSING FLOODPLAIN MANAGEMENT PROVISIONS OF THE STATE CONSTRUCTION CODE (ORD. NO. 152) – No comments.

Public Hearing was closed at 7:04 p.m.

CHANGES/ADDITIONS TO AGENDA – Approval of the 3-28-23 minutes was added after Public Comments on Agenda Items. Seasonal DPW worker, pumping and removal of outhouse at Shalda Park, and communication with office were added under New Business.

ADOPTION OF AGENDA - Motion by Webb, support by Walton to approve the agenda as amended. Upon a voice vote, MOTION PASSED.

PUBLIC COMMENTS ON AGENDA ITEMS – Mary Sharry commented on Garlic Mustard.

APPROVAL OF 3-28-23 Minutes – Motion by Dye, support by Walton to approve the minutes OF 3-28-23. Upon a voice vote, MOTION PASSED.

COMMUNICATIONS – An email from Inie Hacker regarding Beach ambassadors was read aloud. An email from Mary Sharry regarding the turnoff of a streetlight was read aloud. An email from Robert Foulkes regarding Senior Housing was read aloud. An email from Dave Taghon about the history of Shalda Park was read aloud. A letter from Marc Oberschulte regarding the Wastewater update Task Force was read aloud.

DEPARTMENT HEAD REPORTS – Palmer noted construction progress at Shalda Park and the BP station. She proposed sending the Foulkes letter to the Planning Commission.

COUNCIL MEMBER/COMMITTEE REPORTS – Reports from the Water Committee and Parks Committee were received and reviewed. Street Committee requested holding a meeting to address Union St. and several small items. The Council agreed by consensus to approve the Streets Committee meet to address these issues.

OLD BUSINESS

APPROVAL OF ORDINANCE 147, 152 AND SNOWPLOW POLICY - Motion by Dye, support by Rademacher to approve ORD. NO. 152. ROLL CALL: Ayes: Bacon, Chase, Dye, Palmer, Rademacher, Walton, Webb. Nays: None. MOTION PASSED. Motion by Dye, support by Rademacher to approve ORD. NO. 147. ROLL CALL: Ayes: Bacon, Chase, Dye, Palmer, Rademacher, Walton, Webb. Nays: None. MOTION PASSED.

Motion by Webb, support by Dye to approve the Snowplow Policy. Upon a voice vote, MOTION PASSED.

COMMUNITY ENGAGEMENT – Suggested topics were good governance and role of government, a vision statement, polling meeting attendees, public installation of artwork, community cleanup and assistance for the elderly, community survey, community newsletter, Conversation with Council, standardize agenda template and include action expected on each topic. There was consensus that a focus for community engagement is needed. This will be discussed at a future work session.

DISCUSSION OF CHARGE AND TASK FORCE SELECTION PROCESS FOR THE WASTEWATER UPDATE TASK FORCE – Discussion included: clearly defined charges for the task force are needed, whether an environmental or a business need exists, financial risk to community, an affordability index, and an estimated cost for scope of work within 2 months of committee establishment. There was consensus to rescind the motion of January 13, 2022, regarding a Wastewater Study and amend the motion of January 24, 2023, regarding the scope of work for the Wastewater Update Task Force by adding to the next regular meeting agenda for action.

NEW BUSINESS

GARLIC MUSTARD DUMPSTER – **Motion by Bacon, support by Rademacher to approve the rental of a dumpster for garlic mustard disposal for May and June.** Initial cost will be \$525 with reimbursement from NW MI Invasive Species Network of \$200 (Net cost \$325). **ROLL CALL: Ayes: Bacon, Chase, Dye, Palmer, Rademacher, Walton, Webb. Nays: None. MOTION PASSED.**

RULES OF PROCEDURE REVIEW – Palmer passed out a sheet of changes regarding minutes. There was discussion of whether the agenda item was to discuss a plan for updating the ROP or to discuss suggested changes from each council member. Palmer indicated that the discussion was to begin reviewing the Rule of Procedure and suggested changes. Palmer suggested council members be prepared to discuss suggested changes at the May Work Session.

NOTIFY ATTORNEY REGARDING THE REQUEST FROM THE NEW NEIGHBORHOOD PHASE 4 RESIDENTS – Documentation was reviewed, and copies of any agreements missing from the Village file will be copied for Village records. Palmer will request a letter from Attorney Figura confirming the Village acceptance of the Phase 4 streets and alleys.

SEPTIC INSPECTIONS AT TIME OF SALE OR TRANSFER OF PROPERTY ORD. NO. 137 – County Ordinance was reviewed and there was consensus to add to the regular meeting agenda for a vote to rescind Village Ordinance No. 137.

APPROVAL FOR ORDERING A NEW PAY MACHINE FOR BEACH PARK – There was consensus that this would be added to the regular meeting agenda for a vote.

PURCHASING POLICY UPDATE – Discussion will be added to next work session.

Motion by Rademacher, support by Dye to continue the meeting past 9:00 p.m. Upon a voice vote, MOTION PASSED.

REVIEW OF WILCO ROAD DRAINAGE IMPROVEMENT PROJECT PROPOSAL – Discussion included whether the County Road Commission, Empire Township, National Park Service, and the County would participate as meetings have been held with all. Project would qualify for AARPA funds. Bids for engineering and runoff/drainage plans from Gosling Czubak and Grobbel Environmental were reviewed. Village AARPA funds received would cover all but 3-4K of these costs. There was consensus to schedule for a vote at the regular meeting.

VILLAGE EMAIL ADDRESSES FOR PLANNING COMMISSIONERS – There was consensus to provide Village emails to the 2 Planning Commissioners that have requested such. Smith will set up and forward to Commissioners Ellibee and Stepanek.

SHALDA PARK RULES – Discussion will be scheduled for next work session.

SHALDA PARK PUMP & REMOVAL OF outhouse – A boarded up and unused outhouse is located near the proposed paved path. The Conservancy, as property owner, has provided permission to remove and the Health Department has suggested that it be pumped. Both will occur and the contractor will fill it in before constructing the path.

ADVERTISE FOR SEASONAL WORKER - There was consensus that the Personnel Committee advertise for this position as Wayne Taghon will not be returning this summer.

COMMUNICATION WITH OFFICE – Palmer feels there is confusion and wonders who may instruct the office. A point of order was called and meeting was adjourned.

ADJOURNMENT at 9:36 p.m.

Derith Smith

Empire Village Clerk

These minutes were approved at the April 25, 2023, Regular Council meeting.