

## **JUNE 27, 2023 – EMPIRE VILLAGE COUNCIL REGULAR MEETING**

The Regular meeting was called to order at the Empire Township Hall 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, Treasurer Acton, and Clerk Smith were present.

**CHANGES/ADDITIONS TO AGENDA** – Rademacher added Update to Wastewater Update Task Force costs under New Business. Palmer added DPW T-shirt order under New Business.

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

**PUBLIC COMMENTS ON AGENDA ITEMS** – Mary Sharry commented on Short-term Rentals and a streetlight. Glen Doyle commented on trees planted in road right of way and permits now required for tree trimming.

**CONSENT AGENDA – Motion by Webb, support by Dye to approve the Consent Agenda including minutes of 6/8/23 Work Session, bills totaling \$31,515.83 and approval of South Bar Lake educational material flyer at a cost of \$815.00. ROLL CALL: Ayes: Bacon, Chase, Palmer, Rademacher, Walton, Webb. Nays: None. MOTION PASSED.**

**FINANCIAL REPORTS** – Financial reports were received and indicated that the Treasurer's Cash Balance by Fund report and the Clerk's General Ledger Cash Summary match by fund.

**COMMUNICATIONS** –Communications from Steve Stepanek, Dan and Jeanne Ernst, Carol Vanderberg and Todd Avis were received. Stepanek's was read aloud by Walton, Ernst's was read aloud by Bacon. Vanderberg's was read aloud by Dye. Avis's was read aloud by Webb. Dye read aloud an email from Todd Avis regarding Short Term Rentals.

**DEPARTMENT HEAD REPORTS** – Reports from DPW Superintendent Friend and Zoning Administrator Hall were received. Friend added he will be meeting with Consumer Power to verify a rebate available for the purchase of VFDs. He noted that he dropped the ball on streetlights in the New Neighborhood and will be following up. A possible conflict with Anchor Days and tar and chipping of roads was discussed. Palmer read Hall's Zoning Administrator report aloud.

**COUNCIL MEMBER/COMMITTEE REPORTS** – Dye reported that the Parks committee will be meeting on July 6<sup>th</sup> at 1:00 p.m. and Walton reported that the Hazardous Mitigation committee will follow at 2:00 p.m. at the Village Office/DPW building.

## **OLD BUSINESS**

**WELL HOUSE VFD's – Motion by Rademacher, support by Chase to approve the bid from Peerless Midwest Inc. totaling \$25,059.44 for 4 VFD's. There was discussion of the originally anticipated cost and the resulting bids. ROLL CALL: Ayes: Bacon, Chase, Dye, Palmer, Rademacher, Walton, Webb. Nays: None. MOTION PASSED.**

PROGRESS OF ASSET MAPPING CANDIDATES – Palmer offered some suggestions for engaging the public. Bacon distributed an arial view of the village and documentation regarding Asset Maps from UCLA. There was consensus to resume discussion of a charge for this committee at the next work session. **Motion by Bacon, support by Dye to remove the application from website until a charge can be associated with it. Upon a voice vote, MOTION PASSED.**

STREET LIGHT REMOVAL RECOMMENDATION-PHILLIP STREET & MICHIGAN STREET– **Motion by Bacon support by Rademacher to approve \$551.00 cost to remove the light from the pole at Philip St. and Reynolds St. ROLL CALL: Ayes: Bacon, Chase, Dye, Palmer, Rademacher, Walton, Webb. MOTION PASSED. Motion by Bacon, support by Dye to turn off the light at Michigan St. for the next 6 months and then consider renewal of request, for \$16.00 one-time charge plus 40% of monthly charge. ROLL CALL: Ayes: Bacon, Chase, Dye, Palmer, Rademacher, Walton, Webb. MOTION PASSED.**

**Motion by Bacon, support by Dye to ensure that \$3500 is added to the 2024-25 Budget for removal of the pole on Michigan St. Upon a voice vote, MOTION PASSED.**

RULES OF PROCEDURE 3.2 – There was extensive discussion about the proposed wording in the documentation provided and MCL15.269 requirements. There was consensus that the remainder of the document will be addressed at the work session.

RESOLUTION NO. 5 OF 2023- DESIGNATING EMPLOYEE RETIREMENT PLAN TRUSTEES – **Motion by Dye, support by Rademacher to approve Resolution No. 05 of 2023 designating Trustees as Palmer and Bacon be approved. ROLL CALL: Ayes: Bacon, Chase, Dye, Palmer, Rademacher, Walton, Webb. Nays: None. MOTION PASSED.**

CONSUMERS ENERGY FRANCHISE RENEWAL – **Motion by Bacon, support by Dye to rescind Ordinance #66 and replace with the updated version provided effective 10-29-23. ROLL CALL: Ayes: Bacon, Chase, Dye, Palmer, Rademacher, Walton, Webb. Nays: None. MOTION PASSED.**

PURCHASING POLICY – **Motion by Dye, support by Walton to approve the Purchasing Policy as presented. There was discussion of whether note #5 was needed. ROLL CALL: Ayes: Dye, Palmer, Rademacher, Walton, Webb. Nays: Bacon, Chase. MOTION PASSED.**

SHORT-TERM RENTALS – Dye reviewed the documentation she provided. **Motion by Dye, support by Walton to create a special committee of Council for 3 months to: (4 charges listed in documentation provided by Bacon).** Bacon asked questions regarding the formation of the committee before some answers regarding issues were obtained. Documentation of questions, issues and recommendation for a public hearing was distributed. **Upon a voice vote, MOTION PASSED. Motion by Bacon, support by Rademacher to contact the attorney regarding a Village ordinance overriding any existing PUD or subdivision rules regarding short-term rentals. Upon a voice vote, Motion passed.**

## **NEW BUSINESS**

**NEW NEIGHBORHOOD STREET CLOSURE REQUEST** – Palmer read an email from Mark Murray. **Motion by Dye, support by Walton to approve the request to close Pokagon Streeton on 7/4/23 from 9 a.m. till 12 noon. Upon a voice vote, MOTION PASSED.**

**VILLAGE STREETLIGHTS – PURPOSE AND PROCEDURES** – Bacon reviewed the documentation she provided as a draft policy. There was consensus to add to work session for further discussion.

**REQUEST TO SUBMIT CONSUMER’S ENERGY TREE GRANT** – Dye reviewed the documentation provided. **Motion by Dye, support by Rademacher to move forward with the grant application.** Possible locations were discussed. **Upon a voice vote, MOTION PASSED.**

**SCORE BOARD REMOVAL & YIELD TO PEDESTRIAN SIGNS FOR SHALDA PARK** – **Motion by Dye, support by Rademacher to remove the score board. Upon a voice vote, MOTION PASSED.** Bacon will research the options for pedestrian yield signs at Shalda Park.

**SPECIAL VILLAGE COUNCIL COMMITTEE VILLAGE OFFICE OPTIONS** – **Motion by Bacon, support by Rademacher to appoint a Special Committee of the Council to consider options for a new Village Office with 4 charges as detailed in documentation provided. Upon a voice vote, MOTION PASSED.** **Motion by Webb, support by Bacon to approve the appointment of Bacon, Webb, and Palmer to this committee. Upon a voice vote, MOTION PASSED.**

**GOSLING CZUBAK WASTEWATER UPDATE PROPOSAL:** **Motion by Rademacher, support by Bacon to approve the proposal from Gosling Czubak for updating the 2018 Wastewater Study for \$2500. ROLL CALL: Ayes: Bacon, Chase, Dye, Palmer, Rademacher, Walton, Webb. Nays: None. MOTION PASSED.**

**DPW T-SHIRT ORDER:** **Motion by Rademacher, support by Dye to approve an amount not to exceed \$800 to allow Alacia (or others) to order as well. ROLL CALL: Ayes: Bacon, Chase, Dye, Palmer, Rademacher, Walton, Webb. Nays: None. MOTION PASSED.**

**PUBLIC COMMENT** – Steve Stepanek thanked the Council for consideration of his comments. Inie Hacker was grateful for the sprucing up of the Manning lighthouse.

**COUNCIL MEMBER COMMENT** – Palmer asked if the downtown port-a-potty had been ordered. It was confirmed it has been.

**ADJOURNMENT** at 9:04 p.m.

Derith Smith Empire Village Clerk

*These minutes were approved at the July 13, 2023, Council meeting.*