

EMPIRE VILLAGE COUNCIL REGULAR MEETING
Empire Township Hall - 10088 Front Street
August 22, 2023 @ 7 PM

AGENDA

- A. PUBLIC HEARING – MASS GATHERING ORDINANCE NO. 119**
- B. CALL REGULAR MEETING TO ORDER AND PLEDGE OF ALLEGIANCE**
- C. ROLL CALL**
- D. CHANGES OR ADDITIONS TO THE AGENDA**
- E. ADOPTION OF THE AGENDA**
- F. PUBLIC COMMENT ON AGENDA ITEMS**
- G. CONSENT AGENDA**

- 1) Approve minutes - 08/10/2023 Work Session
- 2) Approve August Bills totaling \$_____.

Please Note: Any item can be removed from the consent agenda by any council member.

- H. REVIEW OF FINANCIAL STATEMENTS**
- I. COMMUNICATIONS**
- J. PRESENTATION – Leelanau County Sheriff's Department**
- K. PUBLIC COMMENT ON PRESENTATION**
- L. DEPARTMENT HEAD REPORTS**
- M. COUNCIL MEMBER / COMMITTEE REPORTS**
- N. OLD BUSINESS**

- 1) Adopt Mass Gathering Ordinance No. 119 (Palmer)
- 2) Approve Shalda Park Rules Sign (Dye)
- 3) Approve Resolution No. 6 of 2023 (Palmer)
- 4) Review/Approve Empire Hill Climb Application (Palmer)
- 5) Approve Saturday Sharing with Council (Bacon)
- 6) Approve Posting for Community Engagement Task Force Applications (Bacon)
- 7) Approve Streetlight General Information for Council (Bacon)
- 8) Approve Posting Street Light Information for Website (Bacon)

O. NEW BUSINESS

- 1) Village Office Professional Services Proposal (Bacon/Palmer/Webb)
- 2) Michigan Township Par Plan Risk Reduction Grant (Rademacher)
- 3) Recycling – Process to Form Volunteer Groups (Bacon)
- 4) Approve MML 2023 Convention for President (Palmer)

- P. PUBLIC COMMENT**
- Q. COUNCIL MEMBER COMMENT**
- R. ADJOURNMENT**

AUGUST 10, 2023 – EMPIRE VILLAGE COUNCIL WORK SESSION

The 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, Walton, Webb, and Clerk Smith were present. Trustee Rademacher was absent and excused.

CHANGES/ADDITIONS TO AGENDA – Dye added a Parks Committee report. Palmer removed the RFP for New Village Attorney until the September work session.

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

PUBLIC COMMENTS ON AGENDA ITEMS – None.

COMMUNICATIONS – Webb read an email from Carla Weinheimer. Announcements from Glen Lake Alumni Association and Consumer Energy Foundation were noted by Palmer.

DEPARTMENT HEAD REPORTS – None.

COUNCIL MEMBER/COMMITTEE REPORTS – Dye read the Short-term Rental Committee minutes. Bacon asked questions about the charge given to the committee by the Council and the data collection proposed and documented problems in Empire. Bacon felt the work already completed by Dye and Avis seems sufficient for the charge from the Council. Bacon reviewed the New/Renovated Village Office Committee meetings. The next one will be held on Monday, Aug. 14th at the Village Office.

OLD BUSINESS

COMMUNITY ENGAGEMENT TASK FORCE – PURPOSE AND INTENTION – Documentation provided in the packet was reviewed. The posting for members and the asset map were discussed. There was consensus that this be added to the Regular Meeting agenda.

STREET LIGHT PROCEDURE – Information provided was reviewed. The difference between a Council approved policy for reviewing requests and a procedural policy for staff implementation was discussed. Budgeting for lighting changes and holding a public hearing were also discussed. There was consensus this would be added to the Regular Meeting agenda.

RULES OF PROCEDURE – SECTION 4 – Proposed changes were discussed regarding votes needed for a closed session. There was consensus to continue the review,

SHALDA PARK RULES SIGN – Dye reviewed the proposed rules distributed as a Handout. The addition of yielding to those with mobility challenges on the trail was discussed. Price per word was also discussed. This will be added to the Regular meeting agenda for consideration.

NEW BUSINESS

APPROVAL OF 7-25-23 REGULAR MEETING MINUTES – **Motion by Dye, support by Webb to approve the minutes of 7-25-23. Upon a voice vote, MOTION APPROVED.** Palmer commented on the motion made at this meeting to post the Meet and Greet as a Special Meeting. Posting was changed as minutes would be required for such.

UPDATE RESOLUTION #4 – Resolution will be updated as No.6 of 2023 for consideration at the Regular Meeting. President Palmer will ask Undersheriff Kiessel to attend.

REVIEW EMPIRE HILL CLIMB MASS GATHERING APPLICATION – The County Emergency Plan and the Village Vendor and Sign applications were discussed. Palmer will ask Zoning Administrator for additional information and submittal of the fee has been requested.

BARBED-WIRE FENCE ADJOINING SHALDA PARK – Documentation provided was reviewed. There were questions regarding the pre-construction walk-thru attended by Dye and Palmer and whether a survey indicates that the fence is located on private property in the Township. Possible options for solutions were discussed including removal, replacement or repair of the existing fence or installation of new fence on Village property. Palmer will phone the property owner to discuss possible solutions and report results to Council.

SATURDAY SHARING WITH COUNCIL – Information provided was reviewed and discussed. The rules approved for the Meet and Greet should be applied to such events as well. This will be added to the Regular Meeting agenda.

PUBLIC COMMENT – Karen Baja commented on public comment time limits, installing a fence on Village property at Shalda Park, encouraging public participation at study sessions, and Undersheriff attendance at Village meeting. Julie Barr wondered why there was a camera at Shalda Park and that unleashed dogs are frequent there. Ina Hacker enjoyed attending Saturday Coffee with Council meetings held in the past.

COUNCIL MEMBER COMMENT – Webb volunteered to get further details on the sign request. There was consensus it should be an agenda item. Smith asked when the handicap port-a-john would be made accessible for wheelchair access. Bacon commented on how the Council addresses problems as a municipality instead of rehashing old issues. Solutions offered were included in notes she provided.

ADJOURNMENT at 8:40 p.m.

Derith Smith

Empire Village Clerk

These are draft minutes for approval at the August 22, 2023, Regular Council meeting.

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF EMPIRE

Page: 1/4

08/17/2023 02:48 PM

User: DSMITH
DB: Empire

PERIOD ENDING 07/31/2023

		2023-24		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT	
		AMENDED BUDGET		07/31/2023		MONTH		BALANCE		USED	
Fund 101 - GENERAL FUND											
Dept 000											
101-000-403	REAL PROPERTY TAX	450,000.00	141,096.41	141,096.41	0.00	308,903.59	31.35				
101-000-404	PERS PROP TAX	5,000.00	0.00	0.00	0.00	5,000.00	0.00				
101-000-476	LICENSES & PERMITS	5,000.00	3,675.00	300.00	0.00	1,325.00	73.50				
101-000-546	GRANT FUNDING	150,000.00	0.00	0.00	0.00	150,000.00	0.00				
101-000-574	STATE SHARED REV	40,000.00	12,111.00	0.00	0.00	27,889.00	30.28				
101-000-655	FINES & FOREFEITS	5,000.00	1,180.00	1,050.00	3,620.09	3,820.00	23.60				
101-000-664	INVEST INTEREST	5,000.00	4,585.42	900.00	55.00	(2,525.59)	226.28				
101-000-670	MISC INCOME	2,000.00	190.00	55.00	126.67	(40.00)	126.67				
101-000-671	PARKING PASS	150.00	22,251.10	14,926.55	0.00	11,748.90	65.44				
101-000-672	BEACH PARKING	34,000.00	0.00	0.00	0.00	130,000.00	0.00				
101-000-691	FUND BALANCE CONTRIBUTION	130,000.00	0.00	0.00	0.00	(598.89)	100.00				
101-000-693	REFUNDS & REBATES	0.00	598.89	0.00	0.00						
Net - Dept 000		826,150.00	190,213.41	161,948.05		635,936.59					
Dept 100 - COUNCIL											
101-100-702	WAGES - COUNCIL	13,000.00	5,375.00	1,090.00	7,625.00	41.35					
101-100-715	PR TAX EXP - COUNCIL	950.00	411.20	83.40	538.80	43.28					
101-100-910	PROF DEVELOPMENT	2,000.00	700.00	0.00	1,300.00	35.00					
Net - Dept 100 - COUNCIL		(15,950.00)	(6,486.20)	(1,173.40)	(9,463.80)						
Dept 215 - CLERK											
101-215-702	WAGES - CLERK	19,500.00	6,611.45	1,322.29	12,888.55	33.90					
101-215-703	WAGES - DEPUTY CLERK	32,400.00	13,245.28	2,626.27	19,154.72	40.88					
101-215-715	PR TAX EXP - CLERK	4,000.00	1,519.02	302.06	2,480.98	37.98					
101-215-726	SUPPLIES	25.00	0.00	0.00	25.00	0.00					
101-215-840	INSURANCE	4,000.00	1,180.00	236.00	2,820.00	29.50					
101-215-874	RETIREMENT	1,800.00	662.23	131.32	1,137.77	36.79					
Net - Dept 215 - CLERK		(61,725.00)	(23,217.98)	(4,617.94)	(38,507.02)						
Dept 253 - TREASURER											
101-253-702	WAGES - TREASURER	9,700.00	3,728.10	745.62	5,971.90	38.43					
101-253-715	PR TAX EXP - TREASURER	750.00	285.20	57.04	464.80	38.03					
101-253-726	SUPPLIES	500.00	198.49	109.49	301.51	39.70					
101-253-730	POSTAGE	300.00	756.00	0.00	(456.00)	252.00					
101-253-860	TRANSPORTATION	50.00	0.00	0.00	50.00	0.00					
Net - Dept 253 - TREASURER		(11,300.00)	(4,967.79)	(912.15)	(6,332.21)						
Dept 262 - ELECTIONS											
101-262-705	ELECTION WORKERS	100.00	0.00	0.00	100.00	0.00					
Net - Dept 262 - ELECTIONS		(100.00)	0.00	0.00	(100.00)						

User: DSMITH
DB: Empire

PERIOD ENDING 07/31/2023

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 07/31/2023	ACTIVITY FOR MONTH 07/31/2023	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Dept 265 - ADMINISTRATION						
101-265-702	WAGES - ADMINISTRATION MAINTENANCE	30,000.00	12,389.87	3,225.86	17,610.13	41.30
101-265-707	BRUSH PILE WAGES	5,000.00	1,536.92	363.12	3,463.08	30.74
101-265-715	PR TAX EXP - ADMINISTRATION	3,000.00	1,003.44	212.60	1,996.56	33.45
101-265-726	SUPPLIES	2,000.00	940.98	659.42	1,059.02	47.05
101-265-730	POSTAGE	300.00	157.00	0.00	143.00	52.33
101-265-800	PROFESSIONAL SERVICES	20,300.00	8,340.00	1,125.00	11,960.00	41.08
101-265-801	AUDIT FEES	5,000.00	5,000.00	5,000.00	0.00	100.00
101-265-821	ENGINEERING FEES	0.00	8,220.00	0.00	(8,220.00)	100.00
101-265-840	LEGAL FEES	3,000.00	1,696.00	160.00	1,304.00	56.53
101-265-853	INSURANCE	18,000.00	11,716.00	745.00	6,284.00	65.09
101-265-874	TELEPHONE	400.00	149.96	39.99	250.04	37.49
101-265-880	CABLE INTERNET	1,200.00	499.94	89.99	700.06	41.66
101-265-874	RETIREMENT	1,800.00	292.21	54.35	1,507.79	16.23
101-265-900	BEAUTIFICATION	2,000.00	71.75	0.00	1,928.25	3.59
101-265-919	PRINT & PUB	1,000.00	376.30	0.00	623.70	37.63
101-265-921	WASTE DISPOSAL	1,000.00	1,043.85	394.06	(43.85)	104.39
101-265-930	ELECTRICITY	2,000.00	658.87	121.70	7,587.75	32.94
101-265-930	REPAIRS & MAINTENANCE	8,000.00	412.25	0.00	1,341.13	5.15
101-265-931	STORM SEWER CLEANOUT	4,200.00	0.00	0.00	4,200.00	0.00
101-265-933	SOFTWARE MAINTENANCE/SUPPORT	4,000.00	3,990.00	1,460.00	10.00	99.75
101-265-956	DUES & MISC	600.00	0.00	0.00	600.00	0.00
101-265-957	BANK CHARGES	200.00	3,927.17	3,847.17	(3,727.17)	1,963.59
101-265-965	CONTR TO OTHER FUNDS	25,000.00	0.00	0.00	25,000.00	0.00
101-265-966	GF CONTR - AIRPORT	750.00	0.00	0.00	750.00	0.00
101-265-967	PARKING AT LION'S PARK	500.00	0.00	0.00	500.00	0.00
101-265-970	CAPITAL OUTLAY - OFFICE ADDITION	25,000.00	0.00	0.00	25,000.00	0.00
101-265-971	SPECIAL PROJECTS - WILCO RD	39,000.00	6,500.00	0.00	32,500.00	16.67
101-265-978	EQUIPMENT RENTAL	18,000.00	1,666.02	286.74	16,333.98	9.26
101-265-979	BRUSH PILE - EQUIPMENT RENTAL	8,000.00	4,805.50	1,067.28	3,194.50	60.07
Net - Dept 265 - ADMINISTRATION		(229,250.00)	(75,394.03)	(18,852.28)	(153,855.97)	
Dept 444 - SIDEWALKS						
101-444-930	REPAIRS & MAINTENANCE	17,000.00	0.00	0.00	17,000.00	0.00
Net - Dept 444 - SIDEWALKS		(17,000.00)	0.00	0.00	(17,000.00)	
Dept 446 - ALLEYS						
101-446-970	CAPITAL OUTLAY - ALLEYS	29,000.00	1,820.00	0.00	27,180.00	6.28
Net - Dept 446 - ALLEYS		(29,000.00)	(1,820.00)	0.00	(27,180.00)	
Dept 448 - STREET LIGHTING						
101-448-921	STREET LIGHTING	10,000.00	4,632.00	1,328.44	5,368.00	46.32
Net - Dept 448 - STREET LIGHTING		(10,000.00)	(4,632.00)	(1,328.44)	(5,368.00)	

User: DSMITH
DB: Empire
PERIOD ENDING 07/31/2023

GL NUMBER		DESCRIPTION		2023-24 AMENDED BUDGET	YTD BALANCE 07/31/2023	ACTIVITY FOR MONTH 07/31/2023	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND								
Dept 536 - WASTEWATER UPDATE TASK FORCE								
101-536-726		SUPPLIES		0.00	45.14	0.00	(45.14)	100.00
101-536-815		CONTRACTED SERVICES		20,000.00	0.00	0.00	20,000.00	0.00
Net - Dept 536 - WASTEWATER UPDATE TASK FORCE				(20,000.00)	(45.14)	0.00	(19,954.86)	
Dept 721 - PLANNING COMMISSION								
101-721-701		WAGES - PLANNING COMMISSION		4,300.00	1,320.00	0.00	2,980.00	30.70
101-721-702		WAGES - PLANNING SECY		1,100.00	200.00	0.00	900.00	18.18
101-721-715		PR TAX EXP - COMM PLANNING		400.00	116.28	0.00	283.72	29.07
101-721-726		SUPPLIES		100.00	219.46	0.00	(119.46)	219.46
101-721-730		POSTAGE		100.00	0.00	0.00	100.00	0.00
101-721-821		PROFESSIONAL		6,000.00	0.00	0.00	6,000.00	0.00
101-721-826		LEGAL FEES		1,500.00	0.00	0.00	1,500.00	0.00
101-721-900		PRINT & PUB		500.00	100.71	0.00	399.29	20.14
101-721-950		SEMINARS		500.00	0.00	0.00	500.00	0.00
101-721-955		DUES & MISC		100.00	0.00	0.00	100.00	0.00
Net - Dept 721 - PLANNING COMMISSION				(14,600.00)	(1,956.45)	0.00	(12,643.55)	
Dept 722 - ZONING COMMISSION								
101-722-701		WAGES - BOARD OF APPEALS		400.00	0.00	0.00	400.00	0.00
101-722-702		WAGES - ZONING ADMIN		8,750.00	3,365.40	673.08	5,384.60	38.46
101-722-715		PR TAX EXP - ZONING		700.00	257.45	51.49	442.55	36.78
101-722-726		SUPPLIES		0.00	37.84	0.00	(37.84)	100.00
101-722-826		LEGAL FEES		200.00	0.00	0.00	200.00	0.00
101-722-900		PRINT & PUB		100.00	0.00	0.00	100.00	0.00
Net - Dept 722 - ZONING COMMISSION				(10,150.00)	(3,660.69)	(724.57)	(6,489.31)	
Dept 751 - PARKS								
101-751-702		WAGES - PARK MAINT		27,000.00	11,763.93	2,301.62	15,236.07	43.57
101-751-703		WAGES - AMBASSADOR		7,500.00	7,128.75	5,490.00	371.25	95.05
101-751-704		WAGES - PARKS CLERK		4,000.00	1,202.15	240.43	2,797.85	30.05
101-751-715		PR TAX EXP - PARK		3,000.00	1,537.29	614.47	1,462.71	51.24
101-751-726		SUPPLIES		3,500.00	528.83	77.99	2,971.17	15.11
101-751-840		INSURANCE		3,500.00	1,325.00	265.00	2,175.00	37.86
101-751-874		RETIREMENT		1,400.00	300.97	56.78	1,099.03	21.50
101-751-919		WASTE DISPOSAL		1,800.00	735.84	548.76	1,064.16	40.88
101-751-930		REPAIRS & MAINTENANCE		23,000.00	10,299.61	152.72	12,700.39	44.78
101-751-958		CREDIT CARD FEES		2,500.00	530.16	374.93	1,969.84	21.21
101-751-970		CAPITAL OUTLAY		291,000.00	126,155.85	0.00	164,844.15	43.35
101-751-978		EQUIPMENT RENTAL		19,000.00	12,786.62	2,738.45	6,213.38	67.30
Net - Dept 751 - PARKS				(387,200.00)	(174,295.00)	(12,861.15)	(212,905.00)	
Fund 101 - GENERAL FUND:								

Fund 101 - GENERAL FUND:

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF EMPIRE

PERIOD ENDING 07/31/2023

08/17/2023 02:48 PM
User: DSMITH
DB: Empire

GL NUMBER	DESCRIPTION	ACTIVITY FOR		% BDT USED
		2023-24 AMENDED BUDGET	YTD BALANCE 07/31/2023	
Fund 101 - GENERAL FUND				
TOTAL REVENUES		826,150.00	190,213.41	23.02
TOTAL EXPENDITURES		806,275.00	296,475.28	36.77
NET OF REVENUES & EXPENDITURES		19,875.00	(106,261.87)	534.65

PERIOD ENDING 07/31/2023

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 07/31/2023	MONTH 07/31/2023	AVAILABLE BALANCE	% BDGT USED
Fund 202 - MAJOR STREETS FUND						
Revenues						
202-000-574	STATE SHARED REV	41,000.00	7,939.33	4,073.28	33,060.67	19.36
202-000-575	STATE WINTER REV	6,500.00	15,944.86	(17.75)	(9,444.86)	245.31
202-000-583	CO ROAD MILLAGE	27,000.00	31,520.93	0.00	(4,520.93)	116.74
202-000-664	INVEST INTEREST	400.00	743.06	158.41	(343.06)	185.77
TOTAL REVENUES		74,900.00	56,148.18	4,213.94	18,751.82	74.96
Expenditures						
202-000-801	AUDIT FEES	325.00	280.00	280.00	45.00	86.15
202-000-930	REPAIRS & MAINTENANCE	5,000.00	690.35	0.00	4,309.65	13.81
202-215-702	WAGES - MAJOR STREETS CLERK	1,500.00	601.00	120.20	899.00	40.07
202-215-715	PR TAX EXP - CLERK	100.00	45.95	9.19	54.05	45.95
202-463-702	WAGES - ROUTINE MAINTENANCE	6,000.00	753.69	155.59	5,246.31	12.56
202-463-715	PR TAX EXP - ROUTINE MAINTENANCE	500.00	57.70	11.92	442.30	11.54
202-463-726	SUPPLIES	1,000.00	697.59	0.00	302.41	69.76
202-463-787	TRAFFIC CON - ROUTINE	200.00	0.00	0.00	200.00	0.00
202-463-821	ENGINEERING FEES	3,000.00	0.00	0.00	3,000.00	0.00
202-463-840	INSURANCE	1,700.00	1,210.00	32.00	490.00	71.18
202-463-874	RETIREMENT	250.00	12.21	1.72	237.79	4.88
202-463-978	EQUIPMENT RENTAL	5,500.00	1,264.53	302.81	4,235.47	22.99
202-478-702	WAGES - WINTER MAINTENANCE	5,000.00	995.55	9.09	4,004.45	19.91
202-478-715	PR TAX EXP - WINTER MAINTENANCE	400.00	76.17	0.70	323.83	19.04
202-478-726	SUPPLIES	4,000.00	0.00	0.00	4,000.00	0.00
202-478-840	INSURANCE	800.00	160.00	32.00	640.00	20.00
202-478-874	RETIREMENT	250.00	18.51	0.46	231.49	7.40
202-478-978	EQUIPMENT RENTAL	8,000.00	1,294.19	0.00	6,705.81	16.18
202-965-999	50% TRF TO LOC ST	26,000.00	11,950.95	2,036.64	14,049.05	45.97
TOTAL EXPENDITURES		69,525.00	20,108.39	2,992.32	49,416.61	28.92
Fund 202 - MAJOR STREETS FUND:						
TOTAL REVENUES		74,900.00	56,148.18	4,213.94	18,751.82	74.96
TOTAL EXPENDITURES		69,525.00	20,108.39	2,992.32	49,416.61	28.92
NET OF REVENUES & EXPENDITURES		5,375.00	36,039.79	1,221.62	(30,664.79)	670.51
Fund 203 - LOCAL STREETS FUND						
Revenues						
203-000-574	STATE SHARED REV	28,000.00	5,580.78	2,863.35	22,419.22	19.93
203-000-575	STATE WINTER REV	6,000.00	10,506.95	(17.75)	(4,506.95)	175.12
203-000-664	INVEST INTEREST	350.00	816.77	171.60	(466.77)	233.36
203-000-677	50% TRF FR MAJ ST	26,000.00	11,950.95	2,036.64	14,049.05	45.97
203-000-691	FUND BALANCE CONTRIBUTION	40,000.00	0.00	0.00	40,000.00	0.00
203-000-692	CONTRIBUTION FROM OTHER FUNDS	25,000.00	0.00	0.00	25,000.00	0.00
TOTAL REVENUES		125,350.00	28,855.45	5,053.84	96,494.55	23.02

08/17/2023 02:45 PM
User: DSMITH
DB: Empire

PERIOD ENDING 07/31/2023

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 07/31/2023	MONTH 07/31/2023	AVAILABLE BALANCE	% BDGT USED
Fund 203 - LOCAL STREETS FUND						
Expenditures						
203-000-801	AUDIT FEES	450.00	0.00	0.00	450.00	0.00
203-000-821	ENGINEERING	5,000.00	0.00	0.00	5,000.00	0.00
203-000-930	REPAIRS & MAINTENANCE	7,000.00	690.65	0.00	6,309.35	9.87
203-215-702	WAGES - LOCAL STREETS CLERK	1,500.00	601.00	120.20	899.00	40.07
203-215-715	PR TAX EXP - CLERK	100.00	45.95	9.19	54.05	45.95
203-463-702	WAGES - ROUTINE MAINTENANCE	3,500.00	1,087.04	422.52	2,412.96	31.06
203-463-715	PR TAX EXP - ROUTINE MAINTENANCE	300.00	83.14	32.31	216.86	27.71
203-463-726	SUPPLIES	1,000.00	1,213.96	167.58	(213.96)	121.40
203-463-787	TRAFFIC CON - ROUTINE	250.00	0.00	0.00	250.00	0.00
203-463-821	ENGINEERING FEES	5,000.00	0.00	0.00	5,000.00	0.00
203-463-840	INSURANCE	2,100.00	1,210.00	32.00	890.00	57.62
203-463-874	RETIREMENT	250.00	30.33	12.05	219.67	12.13
203-463-978	EQUIPMENT RENTAL	5,500.00	1,278.48	261.97	4,221.52	23.25
203-478-702	WAGES - WINTER MAINTENANCE	5,200.00	958.48	13.63	4,241.52	18.43
203-478-715	PR TAX EXP - WINTER MAINTENANCE	500.00	73.31	1.04	426.69	14.66
203-478-726	SUPPLIES	4,500.00	0.00	0.00	4,500.00	0.00
203-478-840	INSURANCE	1,200.00	160.00	32.00	1,040.00	13.33
203-478-874	RETIREMENT	250.00	21.49	0.69	228.51	8.60
203-478-978	EQUIPMENT RENTAL	7,000.00	1,280.14	0.00	5,719.86	18.29
203-901-970	CAPITAL OUTLAY- UNION ST	70,000.00	0.00	0.00	70,000.00	0.00
TOTAL EXPENDITURES		120,600.00	8,733.97	1,105.18	111,866.03	7.24
Fund 203 - LOCAL STREETS FUND:						
TOTAL REVENUES		125,350.00	28,855.45	5,053.84	96,494.55	23.02
TOTAL EXPENDITURES		120,600.00	8,733.97	1,105.18	111,866.03	7.24
NET OF REVENUES & EXPENDITURES		4,750.00	20,121.48	3,948.66	(15,371.48)	423.61
Fund 591 - WATER FUND						
Revenues						
591-000-626	SERVICE INSTALLATION	15,000.00	0.00	0.00	15,000.00	0.00
591-000-642	WATER SALES	155,000.00	69,924.75	126.93	85,075.25	45.11
591-000-655	LATE PAYMENT FEES	2,000.00	1,450.00	0.00	550.00	72.50
591-000-664	INVEST INTEREST	400.00	1,022.35	218.12	(622.35)	255.59
591-000-665	FIRE SUPPRESSION LEASE	800.00	0.00	0.00	0.00	0.00
591-000-670	MISC INCOME	200.00	0.00	0.00	200.00	0.00
591-000-691	FUND BALANCE CONTRIBUTION	140,000.00	0.00	0.00	140,000.00	0.00
TOTAL REVENUES		313,400.00	72,397.10	345.05	241,002.90	23.10
Expenditures						
591-215-702	WAGES - WATER CLERK	2,200.00	0.00	0.00	2,200.00	0.00
591-215-703	WAGES - WATER ADMIN	11,000.00	4,193.95	876.08	6,806.05	38.13
591-215-715	PR TAX EXP - CLERK	1,000.00	320.87	67.03	679.13	32.09
591-215-874	RETIREMENT	450.00	161.63	34.18	288.37	35.92
591-556-702	WAGES - WATER MAINTENANCE	19,450.00	6,660.15	1,377.16	12,789.85	34.24
591-556-715	PR TAX EXP - WATER	1,500.00	509.49	105.34	990.51	33.97

PERIOD ENDING 07/31/2023

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 07/31/2023	MONTH 07/31/2023	AVAILABLE BALANCE	% BDGT USED
Fund 591 – WATER FUND						
Expenditures						
591-556-726	SUPPLIES	2,500.00	303.14	0.00	2,196.86	12.13
591-556-730	POSTAGE	600.00	437.60	0.00	162.40	72.93
591-556-800	PROFESSIONAL SERVICES	800.00	0.00	0.00	800.00	0.00
591-556-801	AUDIT FEES	800.00	0.00	0.00	800.00	0.00
591-556-804	LABS & TESTING	1,000.00	1,403.75	40.00	(403.75)	140.38
591-556-821	ENGINEERING FEES	5,000.00	0.00	0.00	5,000.00	0.00
591-556-840	INSURANCE	4,000.00	2,880.45	78.09	1,119.55	72.01
591-556-853	TELEPHONE	1,600.00	573.19	125.88	1,026.81	35.82
591-556-874	RETIREMENT	800.00	194.70	41.08	605.30	24.34
591-556-921	ELECTRICITY	12,000.00	3,642.15	1,377.48	8,357.85	30.35
591-556-923	HEAT	3,600.00	2,538.67	153.93	1,061.33	70.52
591-556-930	REPAIRS & MAINTENANCE	56,000.00	513.70	0.00	55,486.30	0.92
591-556-933	SOFTWARE MAINTENANCE/SUPPORT	1,000.00	1,660.00	760.00	(660.00)	166.00
591-556-938	METER HOSTING & SOFTWARE	1,400.00	400.94	380.47	999.06	28.64
591-556-956	DUES & MISC	2,600.00	549.90	535.00	2,050.10	21.15
591-556-957	BANK CHARGES	400.00	135.22	10.00	264.78	33.81
591-556-959	DEPRECIATION	40,000.00	0.00	0.00	40,000.00	0.00
591-556-970	CAPITAL OUTLAY	110,000.00	7,703.14	0.00	102,296.86	7.00
591-556-978	EQUIPMENT RENTAL	6,000.00	1,506.54	275.64	4,493.46	25.11
591-556-991	DEBT PRINCIPLE/BOND RESERVE	18,000.00	12,000.00	0.00	6,000.00	66.67
591-556-995	DEBT INTEREST	8,800.00	4,239.55	0.00	4,560.45	48.18
TOTAL EXPENDITURES		312,500.00	52,528.73	6,237.36	259,971.27	16.81
Fund 591 – WATER FUND:						
TOTAL REVENUES		313,400.00	72,397.10	345.05	241,002.90	23.10
TOTAL EXPENDITURES		312,500.00	52,528.73	6,237.36	259,971.27	16.81
NET OF REVENUES & EXPENDITURES		900.00	19,868.37	(5,892.31)	(18,968.37)	2,207.60
Fund 661 – EQUIPMENT FUND						
Revenues						
661-000-664	INVEST INTEREST	1,200.00	995.31	207.20	204.69	82.94
661-000-668	EQUIPMENT RENTAL	70,000.00	25,882.02	4,932.89	44,117.98	36.97
661-000-691	FUND BALANCE CONTRIBUTION	75,000.00	0.00	0.00	75,000.00	0.00
TOTAL REVENUES		146,200.00	26,877.33	5,140.09	119,322.67	18.38
Expenditures						
661-215-702	WAGES – EQUIPMENT CLERK	5,200.00	2,043.60	408.72	3,156.40	39.30
661-215-715	PR TAX EXP – CLERK	400.00	156.35	31.27	243.65	39.09
661-557-702	WAGES – EQUIPMENT MAINTENANCE	13,000.00	4,417.50	1,229.61	8,582.50	33.98
661-557-715	PR TAX EXP – EQUIPMENT	1,000.00	337.95	94.07	662.05	33.80
661-557-726	SUPPLIES	2,000.00	1,046.42	318.64	953.58	52.32
661-557-751	FUEL & OIL	12,000.00	2,217.74	0.00	9,782.26	18.48
661-557-801	AUDIT FEES	600.00	0.00	0.00	600.00	0.00
661-557-840	INSURANCE	16,000.00	15,001.00	265.00	999.00	93.76
661-557-874	RETIREMENT	600.00	139.18	34.79	460.82	23.20

User: DSMITH
DB: Empire

PERIOD ENDING 07/31/2023

GL NUMBER	DESCRIPTION	2023-24		ACTIVITY FOR		AVAILABLE BALANCE	% BDGT USED
		AMENDED BUDGET	YTD BALANCE 07/31/2023	MONTH 07/31/2023			
Fund 661 - EQUIPMENT FUND							
Expenditures							
661-557-925	WATER	250.00	200.00	0.00	50.00	80.00	
661-557-930	REPAIRS & MAINTENANCE	14,000.00	886.98	0.00	13,113.02	6.34	
661-557-970	CAPITAL OUTLAY	79,000.00	2,999.99	0.00	76,000.01	3.80	
TOTAL EXPENDITURES		144,050.00	29,446.71	2,382.10	114,603.29	20.44	
Fund 661 - EQUIPMENT FUND:							
TOTAL REVENUES		146,200.00	26,877.33	5,140.09	119,322.67	18.38	
TOTAL EXPENDITURES		144,050.00	29,446.71	2,382.10	114,603.29	20.44	
NET OF REVENUES & EXPENDITURES		2,150.00	(2,569.38)	2,757.99	4,719.38	119.51	
TOTAL REVENUES - ALL FUNDS							
TOTAL EXPENDITURES - ALL FUNDS		659,850.00	184,278.06	14,752.92	475,571.94	27.93	
NET OF REVENUES & EXPENDITURES		646,675.00	110,817.80	12,716.96	535,857.20	17.14	
		13,175.00	73,460.26	2,035.96	(60,285.26)	557.57	

Village of Empire Deputy Clerk

From: Rodney Barnes <rdbarn1@gmail.com>
Sent: Monday, August 14, 2023 11:27 AM
To: s.palmer@villageofempire.com; Maggie Bacon; m.walton@villageofempire.com;
t.rademacher@villageofempire.com; l.chase@villageofempire.com;
c.webb@villageofempire.com; m.dye@villageofempire.com
Cc: Rodney Barnes; dpw@villageofempire.com; <deputyclerk@villageofempire.com>
Subject: Cleanup and fence repair needed at the Village of Empire recycling center

Dear Village Council:

The Village of Empire recycling center is a valuable and well used resource for Village residents. As a frequent visitor to the recycling center and frequent visitor to the Chippewa Run Natural Area and Trail (which the Leelanau Conservancy describes as "an ecological gem that serves as the Gateway to Empire"), it pains me to see the amount of recycling trash that escapes the recycling center into the surrounding Chippewa Run Natural Area. With each visit, I find myself wading into the surrounding natural area to retrieve plastic bags and recycling trash. In addition, the fence that serves as a backstop to the recycling center is in disrepair and falling down. I've attached a few recent photos to illustrate my point. Consequently, I am writing to urge the Village Council to take the necessary steps to collaborate with Leelanau County (whom I believe provides the recycling center services) to problem solve how to better contain the trash that continues to find it's way into the surrounding natural area, including repairing the fence. To help contain the trash, I suggest the fence be extended along W. Fisher Street since the prevailing wind seems to blow recycling trash in that direction. I also suggest the Village Council sponsor and support an "Adopt the Recycling Center Program" (similar to the Adopt a Highway Program) with volunteers to help keep the trash picked up and protect the beauty of our Chippewa Run Natural Area. I'm sure it's disheartening and disappointing to the many people who visit and access the Chippewa Run Natural Area trail system via the entrance at the recycling center to see the trash and broken fence. It's certainly not a good look and contradicts the natural environment we've come to appreciate as residents of Empire. The Village Council can demonstrate good stewardship of our natural resources by working positively with Leelanau County and Village volunteers to maintain our recycling center. Thank you for your attention to this matter.

Rodney and Louann Barnes











CASH BALANCE BY FUND - JULY 2023

	GF - 101	MSF - 202	LSF - 203	DSF - 301	WF - 591	EQF - 661	MF - 715
HUNTINGTON							
BEGINNING BALANCE	\$ -	\$ -	\$ -	\$ -	\$ 48,073.44	\$ -	\$ -
RECEIPTS	\$ -	\$ -	\$ -	\$ -	\$ 31,591.19	\$ -	\$ -
DISPERSALS	\$ -	\$ -	\$ -	\$ -	\$ (60,010.00)	\$ -	\$ -
ENDING BALANCE	\$ -	\$ -	\$ -	\$ -	\$ 19,654.63	\$ -	\$ -
SWEEP							
BEGINNING BALANCE	\$ 227,742.55	\$ 145,440.94	\$ 162,711.14	\$ -	\$ 201,151.32	\$ 202,095.70	\$ 4,082.53
RECEIPTS	\$ 100,229.57	\$ 146.61	\$ 164.02	\$ -	\$ 60,202.76	\$ 203.72	\$ 4.11
DISPERSALS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ENDING BALANCE	\$ 327,972.12	\$ 145,587.55	\$ 162,875.16	\$ -	\$ 261,354.08	\$ 202,299.42	\$ 4,086.64
STATE SAVINGS							
BEGINNING BALANCE	\$ 50,562.27	\$ 83,481.94	\$ 53,658.35	\$ 3,906.77	\$ 12,544.72	\$ 24,640.82	\$ 729.84
RECEIPTS	\$ 158,335.10	\$ 2,048.44	\$ 4,907.57	\$ 8,054.41	\$ 1.77	\$ 4,936.37	\$ 0.10
DISPERSALS	\$ (145,414.97)	\$ (2,361.37)	\$ (2,859.96)	\$ -	\$ (6,227.36)	\$ (2,382.10)	\$ (244.32)
ENDING BALANCE	\$ 63,482.40	\$ 83,169.01	\$ 55,705.96	\$ 11,961.18	\$ 6,319.13	\$ 27,195.09	\$ 485.62
FIRST NATIONAL - CD							
BEGINNING BALANCE	\$ 258,689.06	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
RECEIPTS	\$ 3,383.38	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
DISPERSALS	\$ (3,827.17)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ENDING BALANCE	\$ 258,245.27	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

	GF - 101	MSF - 202	LSF - 203	DSF - 301	WF - 591	EQF - 661	MF - 715
CASH BALANCE - TREASURER	\$ 649,699.79	\$ 228,756.56	\$ 218,581.12	\$ 11,961.18	\$ 287,327.84	\$ 229,494.51	\$ 4,572.26
CASH BALANCE - CLERK	\$ 649,699.79	\$ 228,756.56	\$ 218,581.12	\$ 11,961.18	\$ 287,327.84	\$ 229,494.51	\$ 4,572.26
DIFFERENCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

SWEEP ENDING BALANCE		SSB ENDING BALANCE	TOTAL CASH ALL FUNDS
TREASURER \$ 1,104,174.97		TREASURER \$ 248,318.39	TREASURER \$ 1,630,393.26
CLERK \$ 1,104,174.97		CLERK \$ 248,318.39	CLERK \$ 1,630,393.26
DIFFERENCE \$ -		DIFFERENCE \$ -	
REC. BANK STATEMENT BALANCE \$ 1,104,174.97		REC. BANK STATEMENT BALANCE \$ 248,318.39	

Cliff for 8/10/23

CASH SUMMARY BY ACCOUNT FOR VILLAGE OF EMPIRE

08/10/2023 03:53 PM
User: DSMITH
DR - Finance

FROM 07/01/2023 TO 07/31/2023
FUND: 101 202 203 301 591 661 715
CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 07/01/2023	Total Debits	Total Credits	Ending Balance 07/31/2023
Fund 101	GENERAL FUND				
003	CERTIFICATE OF DEPOSITS	258,689.06	3,383.38	3,827.17	258,245.27
004	STATE SAVINGS CASH	50,562.27	158,335.10	145,414.97	63,482.40
009	SSB MM SWEEP	227,742.55	100,229.57	0.00	327,972.12
	GENERAL FUND	536,993.88	261,948.05	149,242.14	649,699.79
Fund 202	MAJOR STREETS FUND				
004	STATE SAVINGS CASH	83,481.94	2,048.44	2,361.37	83,169.01
009	SSB MM SWEEP	145,440.94	146.61	0.00	145,587.55
	MAJOR STREETS FUND	228,922.88	2,195.05	2,361.37	228,756.56
Fund 203	LOCAL STREETS FUND				
004	STATE SAVINGS CASH	53,658.35	4,907.57	2,859.96	55,705.96
009	SSB MM SWEEP	162,711.14	164.02	0.00	162,875.16
	LOCAL STREETS FUND	216,369.49	5,071.59	2,859.96	218,581.12
Fund 301	DEBT SERVICE FUND				
004	STATE SAVINGS CASH	3,906.77	8,054.41	0.00	11,961.18
Fund 591	WATER FUND				
001	HUNTINGTON BANK CASH	48,073.44	31,714.18	60,132.99	19,654.63
004	STATE SAVINGS CASH	12,544.72	1.77	6,227.36	6,319.13
008	BRI ACCOUNT	19,985.87	0.00	0.00	19,985.87
009	SSB MM SWEEP	181,165.45	60,202.76	0.00	241,368.21
	WATER FUND	261,769.48	91,918.71	66,360.35	287,327.84
Fund 661	EQUIPMENT FUND				
004	STATE SAVINGS CASH	24,640.82	4,936.37	2,382.10	27,195.09
009	SSB MM SWEEP	202,095.70	203.72	0.00	202,299.42
	EQUIPMENT FUND	226,736.52	5,140.09	2,382.10	229,494.51
Fund 715	MEMORIAL FUND				
004	STATE SAVINGS CASH	729.84	0.10	244.32	485.62
009	SSB MM SWEEP	4,082.53	4.11	0.00	4,086.64
	MEMORIAL FUND	4,812.37	4.21	244.32	4,572.26
	TOTAL - ALL FUNDS-	1,479,511.39	374,332.11	223,450.24	1,630,393.26

Dpw report august 2023

Beach had a very busy summer due to dry weather. Parking income has surpassed \$30,000 should be one of our higher summers for parking permits. New machine is working well. Beach attendants did a great job this summer. And phil as usual did a great job as well with keeping bathrooms cleaned, the holding tanks are being pumped on Monday. Always done at least once a year. Also getting shalda park restroom pumped as well, shalda park restroom was brought up to ADA standards, installed a riser for front door and redid the flooring in the bathroom to raise it 1.25 inches, used waterproof flooring in the bathroom so it can be easily cleaned, repainted restroom and installed a newer stool. Looks very nice as compared to what it once was. Garbage cans were ordered (with logo) they presently cannot give shipping date but should be soon. New park path is being well used (I can see it from my porch 😊)

Currently having an issue with loader, main hydraulic reservoir has acquired a slow leak due to rust on the inside frame, have been researching replacement and Case currently does not have one, so I contacted a couple of welding companies in town and found one that can fix it, it will require ryan and I to remove and take to them for repair (it won't be easy but we should be able to), will need to be done before winter, currently working out a time frame for the down time, as we use it a lot.. finally got a good rain week for burning brush pile, was a very large fire burned very quickly due to the dry nature of the brush this was a first burn of the year normally this time on our third.

Busy few weeks in water dept. VFDS were installed last week took 5 days had to work with them to alternate wells for maintaining water pressure went very well, currently running at max, ryan and I will be adjusting power usage starting next month to find the "sweet spot" between pumpage and power usage. the vfds themselves are very user friendly and ryan picked up on it very quickly. More on that as the year progresses, they did tell us it takes time to find the right setting for our need. Our main backup generator is down been down for 3 weeks, service tech is having issues with parts but has found the problem in a 40 year old circuit board. they are working on finding a replacement. currently I have them on call 24/7 for emergency backup in case of power failure, they have guaranteed me 3 hour delivery any time day or night. (Wolverine Power Systems). after much dealings and phone calls I finally got 2 bids on backup generator for well 2 3 pump house (included in packet) it was always the intent to keep our old one for backup, as required by EGLE to have one on standby (currently use Wolverine Power Systems for that)

Union and Florence got fogged went well dried very fast the entire job came out very well. was pointed out to me that union is still bumpy, tar and chip does not smooth out the road, it only seals it from winter water damage IE keeps it from degrading faster and with that in mind they did very well on sealing the road.

As always any questions ryan and I are always available

John

VC 8/22/23

MINUTES

Empire Wastewater Task Force Meeting August 3rd, 2023

Meeting convened at 1:00 PM, members present: Tom Rademacher, Paul Skinner, Bill Dickinson, John Bruder.

Absent: Bruce Taggart.

Guest: Mark Hurley, Gozling Czubic Engineering.

Mark Hurley discussed some of the costs from the 2017 Wastewater study.

- * Step system, septage goes to an individual tank and is then pumped into the system.

- * Gravity system, septage flows directly into the system and fed to the plant by pumps.

- * Talked about lagoon system.

- * Engineering costs significantly increased from 2017. System cost up approximately 30% and Operation and Maintenance cost up 25%.

- * Water treatment takes out most particles, etc. Effluent to bed is very clean, non-toxic nutrients. Moving Bed Bio Reactor (MBBR) process, first step removes toilet paper, etc. second step removes fecal material, third step removes urine, and forth step removes phosphorous. Seasonality is not an issue.

- * Tom Rademacher to ask Council if the New Neighborhood to be figured into preliminary engineering cost estimates.

Bill Dickinson said he contacted RYCAP about an economic impact study, they did do an Affordability study but not Economic Impact study. Bill said he contacted Networks Northwest about an Economic Impact study, but they were too busy and understaffed at this time to do it. Bill listed a number of other agencies he had contacted, but none did Economic Impact studies. Bill said the cost of a good Economic Impact study could range from \$10,000 to \$50,000. Bill has been in contact with the MSU Center for Economic Analysis (CEA) in regard to doing an analysis. Bill had also been in contact with someone from Beckett and Raeder in regard to an Economic Impact study, they would need some info from the village, cost would be in the range of \$3,000 to \$5,000.

VC 8/22/23

Discussion that an economic impact study, may not be worth the money as it is highly speculative.

Discussion on environmental impact, talked about the test wells in the village.

Task Force to ask the Council if they would be willing to fund an Economic Impact study for \$3,000 to \$7,000.

Advise Harry Luzius to send a contract regarding updating the Chamber's last study to Derith for the Council to review.

Next meeting, Thursday, August 31st, at 6:00 PM, at the library.

Respectfully submitted,

Tom Rademacher

Short-Term Rental Committee of Council
Minutes of Meeting of August 15, 2023
3:00pm at Glen Lake Library

Members of Committee present: March Dye, Meg Walton, Linda Chase
Also present: 12 members of the public

The update of the status of the households (owner occupied year round, owner occupied seasonally, short-term rentals, long-term rentals, under construction, vacant parcels) was completed by the members of the committee and will be summarized at next meeting.

We briefly went over the "Knowns" from last study with notes to look into a few points further.

We discussed the "problem to be solved" with regards to problems Empire is experiencing because of seasonal rentals. We noted that the problem is the number of STRs - not the behavior of the renters.
Aging septic systems was noted.
Loss of community was noted.

Does the Village of Empire benefit from having STR?

Noted that business's benefited from STR but tourists not staying in STR played just as great a part if not more. Some STRenters eventually buy homes in Empire.

Is the concern about housing stock or loss of long-term rentals.
Both

It was agreed to bring sample ordinances from other communities of similar size to the next meeting to review with comparison between them.
We will also reach out to other communities to see how they are enforcing their ordinances and the costs associated with doing so.

Comments were heard from the public.

Meeting adjourned at 4:00pm
Minutes submitted by March Dye

Meeting:	August 22, 2023
Subject:	Mass Gathering Ordinance
Author:	Sue Palmer

Overview:

We requested input from our Attorney to review the Mass Gathering Ordinance that was approved by Council in November 2022. We specifically requested an opinion regarding a Waiver of Application Fees.

Mr. Figura returned the Ordinance with input regarding some changes and addressing the Waiver of Application Fees. Our attorney indicated that waiving fees for some applicants should be carefully thought through. At the July 25, 2023 Regular meeting the Council agreed to leave the Waiver of Fees from the ordinance and accept the other changes provided by our attorney. A public hearing was scheduled for this evening prior to our Regular meeting.

Action Requested

A Public Hearing held prior to the Regular meeting was scheduled. I request a motion at the Regular meeting to accept the updated Mass Gathering Ordinance as presented to the residents.

**VILLAGE OF EMPIRE
LEELANAU COUNTY, MICHIGAN**

MASS GATHERING ORDINANCE NO. 119

*DRAFT
VC 8/22/23*

AN ORDINANCE TO PROVIDE A PERMITTING PROCEDURE FOR MASS GATHERINGS TO INSURE THE PUBLIC HEALTH, SAFETY AND WELFARE BY PROPER PLANNING FOR AND USE OF VILLAGE SERVICES AND PERSONNEL.

THE VILLAGE OF EMPIRE ORDAINS:

Section 1. Repealer.

Upon the effective date of this Ordinance, the prior Ordinance No. 119, known as the MASS GATHERING ORDINANCE NO. 119, at the same time, is repealed and replaced in its' entirety.

Section 2. Definitions.

The following terms, as used in this Ordinance, are hereby defined to mean:

1. **Permittee** shall mean any person to whom an approval is issued pursuant to this Ordinance.
2. **Person** shall mean any natural person, partnership, corporation, Limited Liability Company, association, organization or other legal entity.
3. **Mass Gathering** shall mean an organized outdoor event of three-hundred fifty (350) people or more held at a single location on either public or private land within the Village; provided, however, a mass gathering shall not include an event sponsored by the Village itself, and/or garage/yard sales held at private property, churches, or civic organizations occurring entirely upon the grounds of said private property, church or organization.
4. **Sketch Plan** shall mean a composite drawing on a Village Map that identifies the specific locations of each required amenity and layout of the specific site which includes all requirements of an application.
5. **Sponsor** shall mean any person who organizes, promotes, conducts or causes to be organized, promoted or conducted, a mass gathering.
6. **Village** shall mean the Village of Empire.
7. **Village Ambassador** shall mean a person engaged by the Village to ensure on-site, the commencement and completion of permitted mass gathering events in conformance with this ordinance.

Section 3. Permit Requirements.

3.1 Necessary of Permit and Notification.

A person shall not sponsor, maintain, conduct, promote or permit a mass gathering event in the Village without first obtaining a permit from the Village for such mass gathering. In addition, a person shall not sponsor, maintain, conduct, promote or permit an organized outdoor event of any size in conjunction with or on the same date and at the same location as a mass gathering without

first being included in the application of and being included on the approved permit for the mass gathering.

3.2 Application for Permit.

No less than ninety (90) days before the proposed mass gathering, except as provided for in Section 2.6, the sponsor(s) of the mass gathering shall submit in writing an application for a mass gathering permit to the Village's Enforcement Officer on such forms and in such manner as the Village prescribes.

For the application to be considered by the Village of Empire, the application shall be determined by the Village Enforcement Officer to be administratively complete and shall contain:

1. The name(s), address(es) and telephone number(s) of the proposed mass gathering sponsor(s);
2. The date(s), hours, location, and duration of a mass gathering, and the proposed use(s) of any Village-owned property, if any;
3. A description of the kind, character and type of mass gathering proposed;
4. A written statement from the property owner consenting to the use of the property for the proposed mass gathering;
5. An estimate of the maximum number of people expected to attend the proposed mass gathering;
6. A detailed written statement that indicates how the sponsor(s) will provide for the following:
 - a. Police and fire protection;
 - b. Medical facilities and services, including emergency vehicles and equipment;
 - c. Food and water supply facilities;
 - d. Sanitation facilities;
 - e. Vehicle access and parking facilities;
 - f. Cleanup and waste disposal;
 - g. Noise control; and
 - h. Insurance and bonding arrangements.
7. A sketch plan shall be included with the application which shows at a minimum, areas of staging, parking (i.e., public and private), sanitation facilities, emergency corridors and first-aid stations, ingress and egress locations, traffic control, pedestrian crossing areas, waste disposal, food service (if any), and water facilities and resources.
8. The applicant shall attach a letter from all required entities that they have received a copy of the application and that the applicant/application complies with their requirements.
9. The names and mobile phone numbers(s) of the on-site event coordinator representing the applicant/application organization.
10. Plan for traffic control, if deemed necessary by the Village Enforcement Officer, including the number, location(s) and traffic control goal(s) for on-site traffic control

volunteers provided by the applicant.

11. A mass gathering event that is planned to also occur within additional adjoining jurisdictions, e.g., Empire Township, the applicant shall provide proof of notification of the planned event to those jurisdictions.

3.3 Application Fee.

Each application for a mass gathering permit shall be accompanied by a non-refundable fee in an amount established from time to time by the Village Council as established in the Village Fee Schedule.

3.4 Action on Application.

After receiving an application for a mass gathering permit, the Village Enforcement Officer or his/her appointee, shall review the information contained in the application, and if necessary, investigate and determine the impact of the proposed mass gathering, using the following criteria:

1. Suitability of the site for the proposed mass gathering,
2. Length of the mass gathering, the number of people anticipated to attend,
3. Conflict with other uses of the site,
4. Information received from the County Sheriff, County Emergency Medical Resources and Township Fire Department relating to increased demands,
5. Plans to provide adequate food, water facilities and sanitation facilities,
6. Disposal of solid waste and garbage,
7. Impact on traffic patterns, vehicle parking to and within the site, and applicant's ability to provide controls, and
8. Impact on pedestrian routes to and within the site and the applicant's ability to provide controls.

Prior to granting the permit, the Village Enforcement Officer may, at their discretion, seek guidance from the Village Council regarding the terms and conditions necessary for the issuance of a permit.

If the proposed mass gathering proposes to use Village-owned property, the Village Council must review and approve the proposed use(s) of Village-owned property at the next regular Village Council meeting and before the Village Enforcement Officer can make a final decision on any administratively complete application.

Within thirty (30) days after receiving an application for a mass gathering permit, the Village Enforcement Officer shall either:

1. Approve or conditionally approve the application and issue the mass gathering permit;
2. Deny the mass gathering permit for failure to comply with this Ordinance; or
3. Deny for lack of the provision of a complete application by the Applicant.

If the application is denied, the Village Clerk shall send written notice of the denial, including the reasons for the denial to the sponsor(s) by certified mail within five (5) days of the denial decision.

The Village Enforcement Officer may attach any conditions to the issuance of such a permit which, at his or her sole discretion, deems necessary to protect the public health, safety and welfare.

3.4.1 Village Ambassador.

The Village Council may engage and compensate Village Ambassador(s) to ensure on-site, the commencement and completion of permitted mass gathering events in conformance with this ordinance. The Village Enforcement Officer shall provide the permittee with the name and contact information for an event assigned Village Ambassador(s).

3.4.2 Overlapping Mass Gathering Events

If the proposed mass gathering event is planned that would overlap with another mass gathering event within the Village, the permittee of the second mass gathering may be asked to demonstrate how the proposed mass gathering event will be compatible with the first permitted mass gathering event(s). The review of such permit applications will be on a first-come, first-served basis. The Village Enforcement Officer shall determine mass gathering events compatibility for simultaneous events by the criteria outlined in Section 2.2 of this Ordinance.

3.5 Requirement for Applicant's Reimbursement to the Village.

1. Additional Cost Determination

After the event, the Village Enforcement Officer will, in consultation with the Village DPW and Clerk, review and determine if additional costs - in services or personnel - were incurred by the Village due to the event. The permittee shall be responsible for reimbursing the Village for those additional costs. Since most events are held on weekends, overtime rates will apply.

Those additional costs shall not include any Village regularly scheduled activities or personnel schedules that would normally be scheduled on the specific dates(s).

2. Reimbursement Requirement for Village Employees

Determination for Village staff hours shall be based on the Village's actual cost to have the lowest paid departmental employee(s) in ascending order for the specific task on duty during the event. Reimbursement shall be based on all costs associated to the specific employee including, but not limited to, regular or overtime pay, fringe benefit reimbursement and insurances.

3. Reimbursement Requirement for Village Equipment or Supplies

Reimbursement to the Village for equipment, vehicles or supplies and services such as refuse disposal cost and vehicles shall be based on actual cost of equipment or services, or vehicle cost based on the State of Michigan's Schedule of Equipment Cost, as amended, and as updated by the State of Michigan Treasury at the time of the event.

4. Reimbursement Payment to the Village

All cost reimbursements due to the Village must be paid in full within thirty (30) days after the final date of the event. The Village shall use any legal means necessary to collect any unpaid cost reimbursements. Non-payment of reimbursement cost may jeopardize any future events scheduled for the permittee and can be grounds for denial of future applications.

The Village Enforcement Officer may require the applicant to post a two thousand-dollar (\$2,000.00) performance bond or cash security deposit as a condition of granting the permit if, in said officer's sole discretion, such performance bond or cash security deposit is necessary to ensure the Village will be reimbursed for its costs as provided for in this Ordinance.

3.6 Exemption from Other Ordinances.

It is the express intent of the Village that all mass gatherings held within the Village shall be governed by this Ordinance and shall therefore be exempt from the provisions of similar Empire Township or Leelanau County ordinances not specifically adopted by the Village Council. The Village Enforcement Officer may accept or reject any review, decision, determination or recommendation by Leelanau County or its officers for any event held or to be held within the Village limits.

Section 4. Village Enforcement Officer.

Unless and until a different person is assigned the authority and duties of the Village Enforcement Officer under this Ordinance, all said authority and duties shall be performed by the Village's Zoning Administrator who shall serve as the Village Enforcement Officer during such time.

Section 5. Appeals Process.

An aggrieved applicant may appeal any decision of the Village Enforcement Officer to the Village Council. All such appeals shall be filed and heard prior to the event's occurrence. No appeal of the costs imposed by this Ordinance shall be considered for any event after the event's occurrence. The Village Council's decision shall be final for the purposes of this Ordinance.

Section 6. Violations.

6.1 Municipal Civil Infractions.

Any person who violates any provision of this Ordinance shall be responsible for a municipal civil infraction and shall be subject to the penalties and sanctions set forth in the Municipal Civil Infractions Ordinance of the Village of Empire as such ordinance may be amended from time to time. Each day this Ordinance is violated, it shall be considered as a separate violation.

6.2 Enforcement Officials.

The officers of the Leelanau County Sheriff's Department and the Village Enforcement Officer provided for in this Ordinance are hereby designated as the authorized Village officials to issue municipal civil infraction citations directing alleged violations of this Ordinance to appear in court.

6.3 Nuisance *Per Se*.

A violation of this Ordinance is hereby declared to be a *nuisance per se* and is declared to be offensive to the public health, safety and welfare.

6.4 Civil Remedies.

In addition to enforcing this Ordinance using a municipal civil infraction proceeding, the Village

may initiate proceedings in the Circuit Court to abate or eliminate the nuisance per se or any other violation of this Ordinance.

Section 7. Severability

The several sections of this Ordinance shall be deemed severable, and should any section, clause, or provision thereof be declared unconstitutional or contrary to the law of the State of Michigan, and therefore voided by any court of competent jurisdiction, the same shall not affect the validity of the Ordinance as a whole or any part thereof other than the part or section so declared to be unconstitutional or invalid.

Section 8. Savings Clause

All proceedings pending and rights and liabilities existing, acquired or incurred at the time this Ordinance takes effect are saved and may be consummated according to the law in force when they were commenced.

Section 9. Effective Adoption and Date

9.1 Effective Date

The provisions of this Ordinance are ordered to take effect thirty (30) days after publication (as the full text or as a summary thereof) in a newspaper of general circulation in the Village of Empire.

9.2 Adoption

This Ordinance was duly adopted by the Village of Empire Council at its regular meeting called and held on the _____.

Section 10. Publication

The Village Clerk shall cause this Ordinance or summary of this Ordinance to be published in a newspaper of general circulation within Village of Empire within thirty (30) days after adoption.

Sue Palmer, President, Village of Empire

Derith Smith, Clerk, Village of Empire

Adoption Date:
Publication Date:
Effective Date:

CERTIFICATION

I, Derith Smith, the Clerk for Village of Empire, Leelanau County, Michigan, do hereby certify that the foregoing is a true and complete copy of this Ordinance adopted by the Village of Empire Council at a regular meeting held on August 22, 2023. The following members of the Village of Empire Council were present at the meeting: _____

The Ordinance was adopted by the Village of Empire Council with_____ members of the Council voting in favor _____ and_____ voting against.

A copy of the Ordinance or a summary thereof was published in the Traverse City Record Eagle on _____.

Derith Smith, Clerk, Village of Empire

Date:	August 14, 2023	Pages: 1
Meeting Date:	August 22, 2023	Regular Meeting
Subject:	Rules Sign for Shalda Park	Author: Parks Committee

OVERVIEW:

The Parks Committee was asked to come up with a rules sign for Shalda Park.

RECOMENDATIONS:

The sign was modified to reflect the comments of council at the August 10th work session. It will be green with white letters.

ACTION TO BE TAKEN:

Approve the sign so that it can be ordered by the DPW. Funds come out of Parks Repairs and Maintenance - not the grant.

VC 8/22/23

WELCOME TO SHALDA PARK

No Motor Vehicles or Golf Carts on Walking Path

Pedestrians Have Right-of-Way

No Overnight Parking

No Excessive Noise or Loud Music

No Fireworks

Pets Must Be Leashed

Please Pick Up After Pets

No Littering

Quiet Time Between 11:00pm and 8:00am

ENJOY YOUR VISIT



(The logo would have to be added after the sign is made in the form of a sticker to be applied to the sign)

vc 8/22/23

Meeting:	August 22, 2023
Subject:	Update Resolution #6 of 2023
Author:	Sue Palmer

Overview:

Undersheriff James Kiessel from the Leelanau County Sheriff's Office had requested that the Village of Empire update the Resolution that supports the Sheriff's Office work on Secondary Roads within the Village/township. This is for his annual grant to the state and he feels that an updated letter of support via motion or resolution would be greatly beneficial.

Action Requested

Council to approve an updated Resolution #4 of 2013 per the attached document. It will be renamed Resolution #6 of 2023.

vc 8/22/23

RESOLUTION NO. 06 OF 2023
VILLAGE OF EMPIRE
LEELANAU COUNTY, MICHIGAN

A RESOLUTION REQUESTING SECONDARY ROAD PATROL SERVICES FROM THE LEELANAU COUNTY SHERIFF'S OFFICE, AS NOTED IN PUBLIC ACT 416 OF 1978, SECTION 51.76 (3).

WHEREAS, Public Act 416 of 1978, Section 51.76 (3) provides for service requests from a city or a village to the County;

WHEREAS, the Village of Empire desires that an agreement of this type be entered into;

WHEREAS, a copy of a resolution authorizing this action must be included in the documents submitted with the application for services each year;

NOW, THEREFORE, BE IT RESOLVED, that the Village Council of the incorporated Village of Empire requests that the Leelanau County Sheriff's Office be designated to provide Secondary Road Patrol services as described in Public Act 416 of 1978, Section 51.76 (3) within the limits of the incorporated Village of Empire.

At the regular meeting of the Village Council of the Village of Empire held on August 22, 2023, adoption of the foregoing resolution was moved by _____ and supported by _____.

Voting for:

Voting against:

The resolution is declared adopted.

Sue Palmer, Village President

CERTIFICATION

I, Derith A. Smith, Clerk, hereby certify that the foregoing is a true copy and original copy of Resolution No. 6 of 2023, which was adopted by Village Council for the Village of Empire at a regular meeting held on August 22, 2023, which was held in accordance with the Open Meetings Act of the State of Michigan.

Derith A. Smith, Village Clerk

VC 8/22/23



MSP

Secondary Road Patrol (Public Act 416 of 1978)

As amended by Public Act 313 of 1982, being Sections 51.76 and 51.77, establishing the Secondary Road Patrol (SRP) and traffic Accident Prevention Program

NOTE: Executive Order No. 1989-4 transferred administration of the SRP program from the Department of Management and Budget's Office of Criminal Justice to the Department of State Police's Office of Highway Safety Planning, effective October 1, 1989.

* **Sec. 51.76.**(1) As used in this section, "county primary roads," "county local roads," and "state trunk line highways" mean the same as those terms are defined in Act No. 51 of the Public Acts of 1951, as amended, being sections 247.651 to 247.673 of the Michigan Compiled Laws. However, state trunk line highways does not include freeways as defined in section 18a of Act No. 300 of the Public Acts of 1949, being section 257.18a of the Michigan Compiled Laws.

(2) Each sheriff's department shall provide the following services within the county in which it is established and shall be the law enforcement agency primarily responsible for that county: except for those portions of the county primary roads and county local roads within the boundaries of a city or village; and on those portions of any other highway or road within the boundaries of a county park within that county:

- (a) Patrolling and monitoring traffic violations.
- (b) Enforcing the criminal laws of this state, violations of which are observed by or brought to the attention of the sheriff's department while providing the patrolling and monitoring required by this subsection.
- (c) Investigating accidents involving motor vehicles.
- (d) Providing emergency assistance to persons on or near a highway or road patrolled and monitored as required by this subsection.

(3) Upon request, by resolution, of the legislative body of a city or village, the sheriff's department of the county in which the city or village is located shall provide the services described in subsection (2)(a), (c), and (d) on those portions of county primary roads and county local roads and state trunk line highways within the boundaries of the city or

village, which are designated by the city or village in the resolution. Upon request, by resolution, of the legislative body of a city or village, the sheriff's department of the county in which the city or village is located shall provide a vehicle inspection program on those portions of the county primary roads and county local roads within the boundaries of the city or village, which are designated by the legislative body of the city or village in the resolution. A resolution adopted by a city or village under this subsection shall not take effect unless the resolution is approved by the county board of commissioners of the county in which the city or village is located. A resolution of the city or village which is neither approved or disapproved by the county board of commissioners within 30 days after the resolution is received by the county board of commissioners shall be considered approved by the county board of commissioners. A resolution adopted by a city or village to request services under this subsection shall be void if the city or village reduces the number of sworn law enforcement officers employed by the city or village below the highest number of sworn law enforcement officers employed by the city or village at any time within the 36 months immediately preceding the adoption of the resolution. A concurrent resolution adopted by a majority vote of the Senate and the House of Representatives which states that the city or village is required to reduce general services because of economic conditions and is not reducing law enforcement services shall be presumptive that the city or village has not violated the strictures of this subsection.

(4) This section shall not be construed to decrease the statutory or common law powers and duties of the law enforcement agencies of this state or of a county, city, village, or township of this state.

Meeting:	August 22, 2023
----------	-----------------

Subject:	Mass Gathering Application-Empire Hill Climb
----------	--

Author:	Sue Palmer
---------	------------

Overview:

The Mass Gathering Application documents for the Empire Hill Climb have been submitted along with the application fee of \$1,500.

Action Requested

Council to review and approve the Empire Hill Climb Mass Gathering application per the attached documentation.

Village of Empire
MASS GATHERING APPLICATION

Required for license per Village Ordinance #119 of 2009

No less than thirty (45) days before the proposed mass gathering, the sponsor(s) of the mass gathering shall submit in writing an application for a mass gathering license to the Village's Enforcement Officer on such forms and in such manner as the Village prescribes.

Applicant (sponsor) Empire Business Association Date 06/11/23

Address PO Box 65 Empire MI 49630 Phone # 231 620 1829

Location of Event Front St Empire MI 49630

Owner of Property Village of Empire Tax ID 041-

Event Date(s) Saturday 16th September 2023 Expected # of attendee's 1500

Hours of Operation 8am to 6pm

Event Description Empire Hill Climb

Supporting Documents Required:

1. Property owners consent to (lease agreement)
2. Written agreement with Police and fire authorities
3. Medical facilities and services, including emergency vehicles and equipment
4. Food and water supply facilities
5. Health and sanitation facilities contracts
6. Vehicle access, parking facilities and Evacuation plan for emergencies (Coordinate with county)
7. Cleanup and waste disposal contracts
8. Provision for Noise and nuisance control
9. Proof of Insurance naming Village of Empire and property owner as additional Insured and bonding arrangements.

A sketch plan shall be included with the application which shows at a minimum, areas of staging, parking, sanitation facilities, emergency corridors and first-aid stations, ingress and egress locations, crossing areas, waste disposal, food and water facilities and resources;

The applicant shall attach a letter from all required entities that they have received a copy of the application and accept the general layout as presented according to the entity's requirements.

Applicant Signature P W Skinner Date 06/12/2023

Application Approved Denied (reason)

ZA Signature Date Fee

Supporting Documents Required:

1. Property owners consent to (lease agreement)

Motion to close Front St was passed at the regular Village council meeting in April.

2. Written agreement with Police and fire authorities (~~NOT INCLUDED~~)

Included in the event Emergency Plan a copy of which will be ~~301?~~ available from Matt Ansorge Leelanau County Emergency Manager

3. Medical facilities and services, including emergency vehicles and equipment

2 qualified EMT's with Jump Bags will be on duty for the entirety of the event in accordance to the events insurers and County Emergency Plan.

- 3 Food and water supply facilities Food vendor will be situated on Wood Street for the supply of Food and water or the spectators ✓

SEE VENDOR APPLICATION

4. Health and sanitation facilities contracts

Pota Potties will be supplied by Williams Bay Pumping with:-

1 In Johnson Park, 2 on Front St one ADA compliant, 2 at the parking lot on Lake St, 1 at the Junction of Lake & Washington St & 2 at the spectator area on Wood St.

5. Vehicle access, parking facilities and Evacuation plan for emergencies

Parking will be on the vacant land between Lake st & Michigan as usual. Evacuation and Emergencies will be covered in eh County Emergency Plan.

(Coordinate with county)

6. Cleanup and waste disposal contracts

The event is 100% recycled with BARC (Bay Area Recycling Co) providing the service.

7. Provision for Noise and nuisance control

⊕ The nature of the event is noisy and we endeavor to keep that and the nuisance to a minimum.

8. Proof of Insurance naming Village of Empire and property owner as additional

ON FILE - SEE NEXT 2 PAGES

A copy of the insurance certificate naming the Village, Township & Road Commission will be shared with the village once issued.

ON FILE

Insured and bonding arrangements.

2023 Hlu Cumis

STHAKUR

DATE (MM/DD/YYYY)
6/29/23

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	K & K Insurance Group, Inc. P.O. Box 2338 Fort Wayne, In 46801	CONTACT NAME:	MOTORSPORTS	
		PHONE (A/C, No. Ext):	800-348-1839	FAX (A/C, No):
		E-MAIL ADDRESS:	KK.MOTORSPORTS@KANDKINSURANCE.COM	
		INSURER(S) AFFORDING COVERAGE	NAIC #	
		INSURER A:	MARKEL INSURANCE COMPANY	38970
		INSURER B:	MARKEL AMERICAN INSURANCE COMP	28932
		INSURER C:		
		INSURER D:		
		INSURER E:		
		INSURER F:		

COVERAGES CERTIFICATE NUMBER: 2082264 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADOL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR Owners & Contractors <input checked="" type="checkbox"/> E&O \$250,000 GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input checked="" type="checkbox"/> OTHER: PER EVENT		MKM0500500201	12:01AM 1/01/23	12:01AM 1/01/24	EACH OCCURRENCE 1000000 DAMAGE TO RENTED PREMISES (Ea occurrence) 1000000 MED EXP (Any one person) NC PERSONAL & ADV INJURY 1000000 GENERAL AGGREGATE 5000000 PRODUCTS-COMP/OP AGG 5000000 BODILY INJ TO PART 1000000
	<input type="checkbox"/> AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea Accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
B	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB DED <input type="checkbox"/> RETENTION		MXK0500500401	12:01AM 1/01/23	12:01AM 1/01/24	EACH OCCURRENCE 10000000 AGGREGATE 10000000
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y/N N/A				PER-STATUE OTHER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT
A	Participant Accident		MKC0500500301	12:01AM 1/01/23	12:01AM 1/01/24	AD&D 50000 Primary Medical NONE Excess Medical 1000000 Weekly Indemnity 100 X 10

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

EVENT: EXPERIENTIAL DATE: 09/15-17/2023 SANCTION# 23-HC-61023
LOCATION: EMPIRE, MI (WILCO ROAD COURSE-HC), EMPIRE, MI
PA MEMBER LIMITS SHOWN ABOVE SEE ADDENDUM FOR NON-MEMBER PA LIMITS **

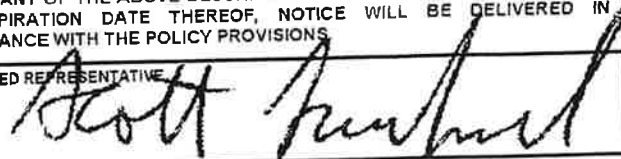
CERTIFICATE HOLDER

DETROIT REGION

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS

AUTHORIZED REPRESENTATIVE



AGENCY CUSTOMER ID: _____

LOC # _____
CERTIFICATE: 2082264 DATE ISSUED: 6/29/23**ACORD**TM**ADDITIONAL REMARKS SCHEDULE**Page 1 of 1

AGENCY K & K INSURANCE GROUP, INC.		NAMED INSURED SPORTS CAR CLUB (SEE MDIL 1009)	
POLICY NUMBER GL MKM0500500201		D/B/A SCCA	
EX MKX0500500401		SCCA FOUNDATION, INC.;	
PA MKC0500500301		SCCA VENTURES, INC.;	
		DETROIT REGION,	
CARRIER SEE ACORD 25	NAIC CODE	EFFECTIVE DATE SEE ACORD 25	

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: ACORD 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE

PARTICIPANT ACCIDENT:
CLASS 1 - NON-MEMBERS
AD&D \$30,000
ADDITIONAL INSURED:

MED X \$30,000
WEEKLY INDEMNITY \$100 X 104 WEEKS

- A. ANY PERSON OR ORGANIZATION ENGAGED IN OPERATING, MANAGING, SANCTIONING, SPONSORING THE "COVERED PROGRAM", OR PROVIDING THE "PREMISES" FOR A "COVERED PROGRAM". INCLUDING OFFICIALS OF THE "COVERED PROGRAM".
- B. ANY "PARTICIPANT", "COMPETITION VEHICLE" OWNER AND "COMPETITION VEHICLE" SPONSOR.
- C. THE LEE LANAU COUNTY COMMISSION, ITS BOARD, EMPLOYEES, OFFICIALS AND AGENTS EMPIRE TOWNSHIP ITS BOARDS, EMPLOYEES, OFFICIAL AND AGENTS THE VILLAGE OF EMPIRE ITS BOARDS, EMPLOYEES, OFFICIAL AND AGENTS WEESE FAMILY PARTNERSHIP AND WEESE GRANDCHILDRENS TRUST,; BUT ONLY WITH RESPECTS TO THE OPERATIONS OF THE NAMED INSURED.

THIS INSURANCE IS PRIMARY AND NON-CONTRIBUTORY TO ANY OTHER INSURANCE AVAILABLE TO THE ADDITIONAL INSURED. A WAIVER OF SUBROGATION IS ALSO INCLUDED. EXCESS AGGREGATE EXISTS ONLY WHERE APPLICABLE. SPORTS CAR CLUB OF AMERICA, INC. (SCCA); SCCA VENTURES, INC., AND ALL REGIONS, DIVISIONS AND CHAPTERS CHARTERED BY SCCA; ALL SCCA AND REGIONAL DIRECTORS, OFFICERS, OFFICIALS, MEMBERS, DRIVERS, CAR OWNERS, ENTRANTS, PIT CREWS AND ALL OTHER PARTICIPANTS BEARING SCCA AUTHORIZED CREDENTIALS, ALL SPONSORS/ADVERTISERS CONNECTED WITH A CAR OR AN SCCA OR SCCA VENTURES, INC. PRO RACING DIVISION SANCTIONED EVENT WHILE INVOLVED IN AND ACTING IN THEIR CAPACITY DURING THE PRESENTATION OR CONDUCT OF AN SCCA OR SCCA VENTURES, INC. PRO RACING DIVISION SANCTIONED EVENT. ACCU-FIA AND NATIONAL MOTORSPORTS COALITION.

REC'D 11/2023

VILLAGE OF EMPIRE
LEELANAU COUNTY, MICHIGAN

VENDOR/PEDDLER/SOLICITOR LICENSE APPLICATION
8-25-09

(Please Print)

Name Empire Business Association Parcel# 45-041 Village Property
Address PO Box 65 Empire MI 49630 City _____ State _____ Zip _____
(Street) _____
Phone No. 231-620-1829 Cell Phone No. same E-Mail paulskinner@charter.net
Driver's License No. _____

Which type of license are you requesting?

Vendor: which festival or event Empire Hill Climb

Peddler _____

Solicitor _____

Describe vending, peddling or soliciting location (See Licensing of Vendors, Peddlers and Solicitors Ordinance)

Food Vendor for the spectators attending EHC situated on Wood St.

Describe the nature of the business and method of distributing products Sandwiches

Dates & times of operation being requested 10am thru 6pm 9/18/2021

Do you possess all licenses or permits required by the State of Michigan for the operation of the proposed business? ✓

P.W. Skinner 7/31/2023
Signature of Applicant Date

Total Fee Paid: _____

Please attach the following:

Copy of Driver's License

List of all products sold

Proof of Non Profit Status

PERMIT

The above application for _____ License (specify type) is hereby approved on the following dates:

_____ to _____, subject to the following conditions:

Date: _____

VILLAGE OF EMPIRE

By: _____
Duly Authorized Agent

CONDITIONS OF PERMIT

VENDING PERMIT REMINDERS AND CONDITIONS

1. No excessive noise within the Village of Empire.
2. No exclusive right to vending location.
3. No operation in congested areas.
4. May not obstruct or impede flow of pedestrian or vehicular traffic.
5. Must display license when requested by any person or enforcement official.

PEDDLING AND SOLICITING PERMIT REMINDERS AND CONDITIONS

1. No excessive noise within the Village of Empire.
2. No peddling at private residences before 10 a.m. or after official sunset time.
3. No peddling at any place where sign is posted stating "no peddling" or similar language.
4. No peddling ready-to-eat food items or any perishable items.
5. May not leave advertising materials at any residence or business without express consent of adult occupant.
6. No entry to private residence under false pretenses.
7. May not remain on premises if owner or occupant has requested you to leave.
8. Must display license when requested by any person or enforcement official.

I acknowledge and agree with the above terms and conditions.

P W Skinner
Signature of Licensee

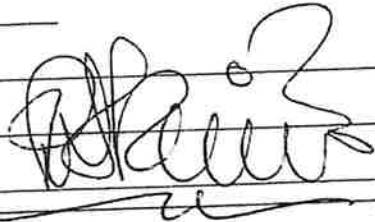
Date: 07/31/2023

Recd 1/20

VILLAGE OF EMPIRE
APPLICATION FOR SIGN PERMIT

NAME OF APPLICANTE Empire Business Association DATE 07/31/23
ADDRESS OF APPLICANT PO Box 576 Empire MI 49630
TELEPHONE 231 620 1829 ZONING DISTRICT Village wide
PARCEL # 45-041- IS SIGN TO BE ILLUMINATED NO
LOCATION WHERE SIGN IS TO BE ERECTED Front St, Johnson Park, Junction Washington & Lake St
NAME OF PERSON OR BUSINESS ERECTING SIGN Empire Business Association
CONSTRUCTION MATERIAL 12 Canvas 3' X 6' Banners
SIGN CONTENTS Signs/ Banners will be erected by Empire Business association and title sponsors of the
2023 Empire Hill Climb
Banners will be placed in situ on Friday 15th September and removed 6pm Saturday 16th Sept
2023

SIGNATURE OF APPLICANT



7/31/23



SKETCH WITH DIMENSIONS AND SPECIFICATIONS OF STRUCTURE. POSITION OF SIGN IN
RELATION TO NEARBY BUILDING OR STRUCTURES.

THE SPECIFICATION OF THIS SIGN HAVE BEEN APPROVED DENIED

FEE DATE PAID

SIGNATURE OF ZONING ADMINISTRATOR DATE

Empire Hill Climb & Hops Festival

To Empire Vlg Clerk <clerk@villageofempire.com> Copy Kelly LaCross <klacross@leelanau.gov> •
Empire Vlg Deputy Clerk <deputyclerk@villageofempire.com> •
Empire Village President (s.palmer@villageofempire.com) <s.palmer@villageofempire.com> •
Paul Skinner (paulskinner@charter.net) <paulskinner@charter.net>

Good morning!

A concern was brought to my attention that effective planning was not taking place for the Empire Hill Climb and/or the Hops & Harvest Festival. I know there were recent changes to the mass gathering process at the Village, and perhaps this concern stems from those changes. I have no issue with the changes that were made and I commend you and your Board for taking a proactive approach to mass gatherings in your Village.

I want to make you aware that communication has been ongoing and safety plans are being formulated for the two previously mentioned events. Paul Skinner has been coordinating these two events and the Asparagus Festival every year since before I took this position with the County in 2015. COVID forced cancellation of a few of these events, but Paul was diligent with his planning until cancellation was inevitable.

I have attached the most recent draft of the Empire Hill Climb plan for your reference. I typically do not finalize and distribute these plans until the week leading up to the event. It is not uncommon for details to change, i.e. change in number of port-a-potties, a substitution of live entertainment, or size of tents, so finalizing the plan too far in advance leads to complications.

If ever you or your Board have questions or concerns regarding an event, I am more than happy to assist in any way I can. There are no concerns on my end regarding these two events scheduled in your Village in September and October.

Thank you!

Matt Ansorge
Director of Emergency Management/9-1-1
Leelanau County
(231) 256-8775

-
- Empire Hill Climb 20223.pdf (42 KB)

Leelanau County Pre-Event Plan

EVENT TITLE: Empire Hill Climb 2023

Location: Empire Village

Date: Saturday September 16, 2023

Event Coordinator: Paul Skinner
10126 W. Front Street
P.O. Box 576
Empire, MI 49630
(231) 326-6081 **Cell: (231) 620-1829**
paulskinner@charter.net

Contact for Law Enforcement: Lt. Duane Wright
8525 E. Government Center Dr.
Suttons Bay, MI 49682
(231) 256-8800 **Office: (231) 256-8604**
dwright@leelanau.gov

Contact for Fire & EMS: Chief Bryan Ferguson
P.O. Box 212
6401 W. State St.
Glen Arbor, MI 49636
(231) 334-3279 **Cell: (231) 835-1243**
bryanferguson@glenlakefire.org

Other Support Contact: Matt Ansorge
8525 E. Government Center Dr.
Suttons Bay, MI 49682
(231) 256-8775 **Cell: (231) 432-0084**
mansorge@leelanau.gov

Dispatch Center: (231) 256-8800 or 9-1-1

EVENT

Local volunteers, the National Auto Sports Association (NASA), and the 2023 Empire Hill Climb Organizing Committee are sponsoring the Empire Hill Climb on Saturday, September 16th. The special event is sanctioned by SCCA and will follow their approved rule. The event will host a variety of different cars and race classes. Crowd size will be dependent on the weather and various activities being planned. The Empire Township Hall will be used as their Headquarters / base.

Event Summary:

Date: Friday, September 15th

The course will be set up between 10:00am and 4:00pm.

Registration for the event and the technical inspection area will be available from 6:00pm to 8:30pm at the Lions Club Pavilion, located at the corners of Reynolds and Phillips Streets.

A bonfire will also take place; weather permitting, beginning at 6:00pm at the Lions Club Pavilion.

Date: Saturday, September 16th

Registration will open at 7:30am and continue until 8:00am at the Empire Town Hall, located at 10088 W. Front Street.

Technical Inspection will be available by appointment only, as time is limited, in the designated paddock space on Front Street.

A Volunteer Meeting is scheduled for 8:00am at the Lions Club Pavilion, workers will respond to their assignments by 9:00am.

A Mandatory Drivers Meeting will be held at 9:00am in front of the Empire Town Hall, 10088 W. Front St., lead by the Empire Hill Climb Committee.

The first timed run is scheduled for 10:00am and all events should be concluded around 6:00pm.

Awards will be handed out beginning at 7:00pm at the Empire Town Hall.

Pre-Event Check List:

- ☐ Briefing of volunteers by event organizers to ensure they know how and when and how to access emergency assistance.
- ☐ Ensure event organizers have copies of the pre-plan.
- ☐ Volunteers working on any roadway parking or directing vehicle and or pedestrian traffic, should be wearing a reflective vest.
- ☐ All volunteers and event organizers should be aware of the various activities, their times and locations of each.
- ☐ Fire and EMS are aware of the radio channels assigned to this event.
- ☐ Ensure event coordinators have the ability to contact each other and a means of accessing emergency services.
- ☐ Prior to the start of the events, the grounds / roadways should be completely checked for any safety hazards. The Event Coordinator is responsible for ensuring the area is returned to its normality post-event.
- ☐ Barricades and traffic cones in place if required.
- ☐ Parking areas free of obstructions.

Medical & Fire Coordination:

Glen Lake Fire Department will not have personnel dedicated to this event; however, they will be available from their station if an emergency arises. Event Coordinators will instruct all staff and volunteers to contact 9-1-1 in the event a serious injury, or injuries, occurs.

Law Enforcement Coordination:

The Leelanau County Sheriff's Office will not have personnel dedicated to this event. If call volume allows, they will have units patrol through the area and all appropriate units will respond if an emergency arises. First on scene LE shall notify dispatch of any need for additional support.

Parking:

Parking shall be the responsibility of the Event Coordinators. Spectator parking has been designated in a field on the east side of Lake St just south of Michigan St. Parking for the trailers shall be located at Johnson Park off Reynolds St. and shall not impede the flow of traffic or cause other traffic (vehicles and pedestrian) related safety issues.

Staging:

Any additional fire units shall stage at the Empire Fire Station or as otherwise directed by the IC.

Law Enforcement shall stage at the National Park Service Headquarters Building on M-72 near M-22 in the Village or as directed by IC as well.

Communication:

Responding personnel from Law Enforcement, Fire and EMS will utilize their normal 800MHz talk groups for incident coordination.

Amateur radio operators will be coordinating communications for the event and have personnel stationed at the starting line, at the midpoint near the spectator viewing area, and near the finish line at the intersection of Wilco and Wisniewski Rds.

Weather:

The National Weather Service (NWS) will be monitoring weather for this event and continually updating information to the following web link:

<https://www.weather.gov/forecastpoints?lat=44.799211&lon=-86.057929&clat=44.799211&clon=-86.057929&zoom=19&basemap=stamenterrain&layers=USStates|USCounties|ForecastDomain>

In the event severe weather threatens the area, Lt. Dykgraaf with the Glen Lake Fire Department will be the primary contact for the NWS to provide updated information. Matt Ansoerge will be their secondary contact. Decisions will be made with the safety and security of all participants and spectators in mind based upon the information provided by the NWS. From there the Event Coordinator will be contacted to take precautionary measures to ensure the safety of all participants and eventgoers.

Empire Village Council Meeting Documentation

Date Prepared:	August 15, 2023	
Meeting Date:	August 22, 2023	Meeting Type: Regular Meeting
Subject:	Saturday Sharing with Council	Author: Maggie Bacon

Overview

Using the same criteria for the Meet and Greet, offer residents an alternative, once a month, "Saturday Sharing with Council". Per our attorney's recommendation from the Coffee with Council days, these occasions will be notices with a limit of 2 council members at each event. During the warmer months, we can reserve Johnson (Lion's) Park. For the colder months, the Township Hall may be an option. Council members may sign up for a Saturday shift (completely voluntary!). The goal is a low-key, safe environment for residents to talk with one of two Council members.

Recommendation:

Approve the hosting of a Saturday Sharing with Council.

Saturday Sharing with Council Rules

1. No Village resources (other than posting) may be used including the purchase of any refreshments.
2. Pack it in – pack it out – Council members are responsible for removing all garbage or leftovers
3. This will be noticed as an event and must be posted where all other public notices are posted.
4. No group lobbying efforts will be allowed
5. No more than 2 Council members will be present for any single event.
6. Council members may listen to concerns. If notes are taken the original shall be turned into the Village Office as a public record. Council members may retain a copy of those notes.
7. No deliberation may take place (although, it is only two council members present).
8. Participation is completely voluntary.

Saturday Sharing with Council – Dates and Sign up

Tentative - 2nd Saturday of the Month from 10:00 am to Noon

September 9 – Johnson’s Park		
October 14 – Johnson’s Park		
November 11 – Township Hall		
January 13 – Township Hall		
February 10 – Township Hall		
March 9 – Township Hall		
April 13 – Township Hall		

Attachment: OMA and Notice

15.265 Public notice of regular meetings, change in schedule of regular meetings, rescheduled regular meetings, or special meetings; posting; statement of date, time, and place; website; recess or adjournment; emergency sessions; emergency public meeting; meeting in residential dwelling; limitation; notice; duration requirement.

Sec. 5. (1) A meeting of a public body shall not be held unless public notice is given as provided in this section by a person designated by the public body.

(2) For regular meetings of a public body, there shall be posted within 10 days after the first meeting of the public body in each calendar or fiscal year a public notice stating the dates, times, and places of its regular meetings.

(3) If there is a change in the schedule of regular meetings of a public body, there shall be posted within 3 days after the meeting at which the change is made, a public notice stating the new dates, times, and places of its regular meetings.

(4) Except as provided in this subsection or in subsection (6), for a rescheduled regular or a special meeting of a public body, a public notice stating the date, time, and place of the meeting shall be posted at least 18 hours before the meeting in a prominent and conspicuous place at both the public body's principal office and, if the public body directly or indirectly maintains an official internet presence that includes monthly or more frequent updates of public meeting agendas or minutes, on a portion of the website that fully accessible to the public. The public notice on the website shall be included on either the homepage or on a separate webpage dedicated to public notices for non-regularly scheduled public meetings and accessible via a prominent and conspicuous link on the website's homepage that clearly describes its purpose for public notification of those non-regularly scheduled public meetings. The requirement of 18-hour notice does not apply to special meetings of subcommittees of a public body or conference committees of the state legislature. A conference committee shall give a 6-hour notice. A second conference committee shall give a 1-hour notice. Notice of a conference committee meeting shall include written notice to each member of the conference committee and the majority and minority leader of each house indicating time and place of the meeting.

(5) A meeting of a public body that is recessed for more than 36 hours shall be reconvened only after public notice that is equivalent to that required under subsection (4) has been posted. If either house of the state legislature is adjourned or recessed for less than 18 hours, the notice provisions of subsection (4) are not applicable. Nothing in this section bars a public body from meeting in emergency session in the event of a severe and imminent threat to the health, safety, or welfare of the public when 2/3 of the members serving on the body decide that delay would be detrimental to efforts to lessen or respond to the threat. However, if a public body holds an emergency public meeting that does not comply with the 18-hour posted notice requirement, it shall make paper copies of the public notice for the emergency meeting available to the public at that meeting. The notice shall include an explanation of the reasons that the public body cannot comply with the 18-hour posted notice requirement. The explanation shall be specific to the circumstances that necessitated the emergency public meeting, and the use of generalized explanations such as "an imminent threat to the health of the public" or "a danger to public welfare and safety" does not meet the explanation requirements of this subsection. If the public body directly or indirectly maintains an official internet presence that includes monthly or more frequent updates of public meeting agendas or minutes, it shall post the public notice of the emergency meeting and its explanation on its website in the manner described for an internet posting in subsection (4). Within 48 hours after the emergency public meeting, the public body shall send official correspondence to the board of county commissioners of the county in which the public body is principally located, informing the commission that an emergency public meeting with less than 18 hours' public notice has taken place. The correspondence shall also include the public notice of the meeting with explanation and shall be sent by either the United States postal service or electronic mail. Compliance with the notice requirements for emergency meetings in this subsection does not create, and shall not be construed to create, a legal basis or defense for failure to comply with other provisions of this act and does not relieve the public body from the duty to comply with any provision of this act.

(6) A meeting of a public body may only take place in a residential dwelling if a nonresidential building within the boundary of the local governmental unit or school system is not available without cost to the public body. For a meeting of a public body that is held in a residential dwelling, notice of the meeting shall be published as a display advertisement in a newspaper of general circulation in the city or township in which the meeting is to be held. The notice shall be published not less than 2 days before the day on which the meeting is held, and shall state the date, time, and place of the meeting. The notice shall be at the bottom of the display advertisement, set off in a conspicuous manner, and include the following language: "This meeting is open to all members of the public under Michigan's open meetings act".

(7) A durational requirement for posting a public notice of a meeting under this act is the time that the notice is required to be accessible to the public.

History: 1976, Act 267, Eff. Mar. 31, 1977; Am. 1978, Act 256, Imd. Eff. June 21, 1978; Am. 1982, Act 134, Imd. Eff. Apr. 22, 1982; Am. 1984, Act 167, Imd. Eff. June 29, 1984; Am. 2012, Act 528, Imd. Eff. Dec. 28, 2012.

Village Council Meeting Documentation

Date Prepared:	August 15, 2023	
Meeting Date:	August 22, 2023	Meeting Type: Regular Meeting
Subject:	Community Engagement Phase One – Asset Map (includes recommendation for Call for Applicants)	Author: Maggie Bacon

Overview or Problem Statement

The Village Council, by a consensus vote at the regular meeting on May 11, 2023 agreed to take steps towards a commitment to greater community engagement.

Recommendation:

1. August Regular meeting: Post a call for applicants for a Community Engagement Task Force. (see attached)
2. September Work Session: Appoint a Community Engagement Task Force with the **first task** being the development of a current Village asset map. (This is not about planning, it IS about what the Village assets are today).
3. September 2023: Task Force begins meeting.

Conditions and Charge:

A. Work on this initial phase will have a close date of December 1, 2023. The Village Council may extend the task force and modify the charge for a full year to December 2024) without requiring a reappointment.

B. Based on the number of applicants, the membership of the task force should not be limited to a specific number. That is, for example, if 15 people apply, all should be appointed, whereas a large number of applicants apply, a "Plan B" may need to be implemented. Plan B will require selecting a balance of individuals from a variety of neighborhoods within the Village.

C. While no budget is attached at this point, the Council may need to be prepared for a request for some funding for materials. (Village flash drive for saving relevant documents and printing, primarily).

The Village is looking volunteers for a Community Engagement Task Force!

Join your neighbors to be a part of a newly formed Community Engagement Task Force! The task force needs a cross-section of residents - from those who have been here for 50 years to those who moved in just last week!

Your first task will be to dig deep into the cracks and crevices of the Village to create a list (that may take another form, later) of all kinds of assets of the Village.

Here's a sneak peek at the work you will be doing

Assets to identify:

- ✓ Tangible Assets (parks, local businesses clubs, housing)
- ✓ People (local hero's power brokers, community leaders, tradition bearers)
- ✓ Recurring Events (festivals, parades, holidays)
- ✓ History and Traditions (cultural traditions, historical structures)
- ✓ Public Services (public safety, recreations, health, banks?)

The list is expected to include, but not be limited to, tangible assets (public spaces), events (asparagus festival), history and traditions (how did the Hill Climb Start?) and public services (did you know there is a compost pile just for residents?). This will be a great opportunity for you to meet new neighbors and maybe reconnect with others.

Building capacity and being creativity focused.

Asset mapping is a capacity-focused way of reimagining the placemaking practice around the strengths and gifts that already exist in our communities. By gathering the collective knowledge, skills, and resources of the community into one shared document, asset maps are designed to build connection and spark collaboration between individuals, organizations, and local government as your team works together to imagine new ways to shape the spaces and places you love.

How to represent the findings? This will up to the committee to decide.

Go to:

https://www.leelanau.gov/downloads/application_to_serve_on_boards_and_committees_12202018_1.pdf to sign up today!

Empire Village Council Meeting Documentation

Date Prepared:	August 15, 2023	
Meeting Date:	August 22, 2023	Meeting Type: Regular Meeting
Subject:	Village Council Streetlight Information	Author: Maggie Bacon

Overview or Problem Statement: Currently, the Village Office and the Village Council has no written process for addressing requests related to streetlights in the Village.

Recommendation for Action:

The Village Office will maintain a copy of this information for the Village Council in addressing requests for streetlight removal, addition of a streetlight or temporarily turning off a streetlight.

1. Consumer's Energy has a process for removing, adding or temporarily turning off streetlights that the Village must follow. The Village Office staff have a detailed procedure to follow based on the information needs of Consumers Energy.
2. The Village owns some streetlights; others are owned by Consumer's Energy. That information should be documented.
 - A. Maintenance requests for the ***Village owned lights (New Neighborhood and Village Beach Park)*** Contact the Village of Empire Department of Public Works. Email: dpw@villageofempire.com. Phone: 231-326- 5353.
 - B. Maintenance requests for Consumers Energy owned lights: Residents may report a light outage or maintenance issue for Consumer Energy owned lights via the web: <https://streetlights.consumersenergy.com>.
 - C. The Village Office can also serve as a liaison between a resident and the energy company, if desired.
3. Requests for adding, removing or temporarily turning off a streetlight must to be documented and will be retained by the Village office.
5. Prior to taking an action on the addition of streetlights, removal of a streetlight or the choice to not install street, the Village Council will hold a public hearing.

Empire Village Council Meeting Documentation

Date Prepared:	August 15, 2023	
Meeting Date:	August 22, 2023	Meeting Type: Regular Meeting
Subject:	Streetlight information for Village Residents	Author: Maggie Bacon

Overview or Problem Statement: Currently, the Village website does not provide residents with any information about how to address streetlight issues.

Recommendation: Post the following information on the Village website:

Village of Empire Street Lighting

Requests for Streetlight Maintenance

Maintenance requests for the Village owned lights (New Neighborhood and Village Beach Park)

- Contact the Village of Empire Department of Public Works. Email: dpw@villageofempire.com. Phone: 231-326- 5353.

Maintenance requests for Consumers Energy owned lights:

- Residents may report a light outage or maintenance issue for Consumer Energy owned lights via the web: <https://streetlights.consumersenergy.com>.
- The Village Office can also serve as a liaison between a resident and the energy company, if desired.

Streetlight Removal, New Streetlight, Temporary Turn Light Off Request

- To request a streetlight removal, to add a streetlight or to temporarily turn off a streetlight, a signed [Village Issues Form](#) must be completed and submitted to the Village Office.
- The requestor must submit proof of support from neighbors within 5 days of submitting the signed Village Issues Form. This can be in the form of letters of support or a signed petition.
- The Village Council will offer an opportunity for all members of the public to provide public comment on the streetlight request by including a public hearing on 'streetlight removal, 'streetlight addition' or 'turning off a streetlight' to a Council meeting agenda.

Empire Village Council Meeting Documentation

Date Prepared:	August 15, 2023	
Meeting Date:	August 22, 2023	Meeting Type: Regular Meeting
Subject:	Professional Services Proposal for Feasibility Study for New Village Office	Author: Chris Webb, Sue Palmer, Maggie Bacon

Overview

In February of 2021, the Empire Village Council included in its budget funding for beginning the process of renovating/updating the Village Office to better meet the needs of the community, the Council, the Planning Commission and to improve technology connectivity within the office space (see attached needs assessment).

In July, the Village Council formed a New Village Office Council Committee with the following charge:

- ❖ Identify and explore feasibility of property options in the Village to house a new Village Office (may be vacant land or land with a building already existing).
- ❖ Create conceptual plans for not more than 3 options. This may include working with Planning Commission, outside planners, and/or architects and developers
- ❖ Provide estimated costs for options and funding opportunities beyond the Village fund balance
- ❖ Work to be completed by December of 2023

Discussion:

The committee has met 5 times since beginning on July 24. Several grant opportunities were presented to the committee over the last few weeks including a seed grant from Rotary Charities, a Michigan Community Center Grant and a grant from the Michigan Rural Development Fund.

A planning and development group out of Ann Arbor had been suggested as a potential partner for some of those grant opportunities. The Renovare Development Group offers a very unique set of services that bridge the gap between developing a property and planning for development. Their set of services is diverse, data driven and unique. They also contract with local (Traverse City Area) professionals. They have come forward with a proposal to assist the Village with the Michigan Rural Development Fund grant. It is a \$50,000 with a 20% percent match requirement.

The grant would be written to focus on the charge of the committee: researching property data to identify three viable sites for the Village Office (with an eye toward incorporating community spaces), develop conceptual site plans for those three sites that meet the requirement identified through data gathering and community engagement sessions, provide preliminary 2023 budget numbers, and offer possible grant, financing and other funding sources for the project.

The grant process begins with a **Letter of Intent that must be submitted by August 31, 2023**. If the Village is invited to apply, Renovare will work with the Village to submit a full application at a cost of \$5,000. The grant application will be for \$70,000: \$50,000 from the grant and \$20,000 paid by the Village.

The proposed scope of the grant is:

GRANT IMPLEMENTATION

The proposed Scope of Work for the grant will include the following activities:

1. Data Gathering
 - Gather additional data on space needs, potential community uses
 - Convene key stakeholders to gather additional data
2. Community Engagement
 - Hold public sessions to gather community input and key stakeholder input of spatial design
3. Site Reconnaissance and Research
 - Review existing property data for three sites to understand development obstacles and constraints and possible site designs
 - Gather any historical data readily available for each site
 - Explore opportunities for discreet acquisition
4. Conceptual Site Plans
 - Develop conceptual site plans for three sites that meet the requirements identified through the data gathering and community engagement sessions.
5. Present Options
 - Present three options to the Village of Empire for review and approval
 - Presentation will include three separate conceptual site plans with preliminary floor plans for each building
6. Provide financial modeling
 - Develop a preliminary budget for the construction of the selected complex
7. Connect and coordinate with staff throughout the process to implement and refine best practices, share information, and coordinate messaging.

Renovare Development does not provide legal services. A licensed attorney should be engaged to draft or modify all legal documents necessary for the project and provide any necessary legal advice.

Why a new Village Office?

The Village has the following objectives:

- Address identified facility/space needs in the Village Office in an efficient and cost-effective manner;
- Provide design for a Village Office that address the following needs:
 - Build or renovate a building for a Village of Empire Office to accommodate:
 - Serving the public
 - Meeting room space for committees
 - Additional private shared office spaces (ZA, Clerk, President or Village Manager)
 - A public restroom – accessible after hours (this may dependent upon location of new office)
 - Implement a technology plan that can accommodate changes in Village service offerings using technology
 - Design a secure, easily accessible space for volumes of Village files (print and electronic)
 - Space for adequate parking (6 spaces + one handicapped space)
 - Design shall be energy efficient and following Redevelopment Ready Energy efficiency best practices.
 - Design shall allow of access to meeting rooms/private offices separate from public service area

Background:

In February of 2021, the Empire Village Council included in its budget funding for beginning the process of renovating/updating the Village Office to better meet the needs of the community, the Council, the Planning Commission and to improve technology connectivity within the office space. After an informal consultation with a certified architect (the only one the Village could get to respond to a RFP), a large number of challenges with regard to needs versus ability to enlarge the current office were identified. These challenges include:

- Water System wiring (large co-ax cables) comes off the Fire Hall and goes underground directly behind the Village Office, this will impede enlarging the current structure to the west (and even potentially to the south)
- In addition, the land space behind the current office is already limited because of the location of the electrical panel, sand and salt building, dumpsters, etc.,
- To the south, the Village does own “up the hill” toward the Fire Hall requiring significant excavation,
- Set back will not allow growth to the east.

- The current structure is prone to mild flooding via the Village Garage
- Given the need for additional land use for a building, locating accessible parking will be difficult for staff and for visitors

Needs Assessment:

Until 2018, the Empire Village Office housed a deputy clerk for 4 days per week with the Clerk and Treasurer working offsite. Space for the part time (approximately 3 hours per week) Zoning Administrator was and continues to be a worktable in the middle of the Village Office.

All of the current print files, financial ledgers, minutes books, Ordinance and Resolution books, land permits, parking permits are housed in nooks and crannies in that one open office space.

Older materials are currently housed in a unsecure loft area in the Village DPW garage.

No service counter/space is available.

In addition, no staff, council or planning commission member has the ability to adequately work at the work table during business hours without negatively impacting the office operations.

Further, it is not possible for any staff, or council members to meet, privately, with a resident or visitor should one desire to discuss sensitive or private issues (inability to pay a bill, land use permit violations, sign violations, etc.).

Today (2023), the Village Office staff includes a full-time deputy clerk, the Clerk, on site, for approximately 8 hours per week (pre-COVID, those onsite hours were often 12-16) per week, and monthly onsite hours scheduled for the Treasurer. The Zoning Administrator hours remain a constant as does that worktable set up.

During the summer months, the Deputy Clerk is responsible for the supervision of three to seven Beach Ambassadors. Space for meeting with those employees is non-existent given the limited space.

While the Village office staff continue to find ways to streamline the paying of water bills and taxes as well as the submission of land use and other permits, the office continues to see significant foot traffic (which is not a bad thing, but space limitations make it challenging to provide good customer service. The recent pandemic and the laws regarding indoor interaction and social distancing was a stark reminder of the small size of the Village office.

In addition, access to technology ports is as limited as is the space for additional file cabinets.

Empire expects to see growth in service needs related land use permits, grant funded projects and general Village operations. This requires adequate space for addressing the needs of the public, for filing cabinets and space for uninterrupted meetings for the Clerk, the Treasurer, and the Zoning Administrator as well as for smaller council committee meetings.

Prepared: August 15, 2023
Meeting: August 22nd, 2023
Subject: Resolution for Par Grant
Author: Tom Rademacher

Pages: 1
Attachments: 1

Overview:

A current signed and dated resolution specific to the grant cycle request, approved by the Council must be submitted with the application.

Action to be taken:

Approve the resolution.

VC 8/22/23

RESOLUTION NO. 07 OF 2023
VILLAGE OF EMPIRE
LEELANAU COUNTY, MICHIGAN

VILLAGE COUNCIL RESOLUTION OF SUPPORT
MICHIGAN TOWNSHIP PARTICIPATING PLAN GRANT APPLICATION

WHEREAS, the Village of Empire wished to apply for a Risk Reduction Grant through the Michigan Township Participating Plan (Par Plan) to assist in purchasing/funding a backup generator for the Village of Empire Public Drinking Water Supply; and

WHEREAS, the Village of Empire is seeking a grant contribution of \$5,000.00;

NOW, THEREFORE, BE IT RESOLVED, that the Empire Village Council supports submittal of an application to the Michigan Township Participating Plan for a \$5,000 grant to assist in funding the generator.

At the regular meeting of the Village Council of the Village of Empire held on August 22, 2023, adoption of the foregoing resolution was moved by _____ and supported by _____.

Voting for:

Voting against:

The resolution is declared adopted.

Sue Palmer, Village President

CERTIFICATION

I, Derith A. Smith, Clerk, hereby certify that the foregoing is a true copy and original copy of Resolution No. 7 of 2023, which was adopted by Village Council for the Village of Empire at a regular meeting held on August 22, 2023, which was held in accordance with the Open Meetings Act of the State of Michigan.

Derith A. Smith, Village Clerk

VC 8/22/23



Isenhardt Electric LLC

861 Robinwood Ct.
Traverse City, MI 49686
P: (231) 486-6600
F: (231) 735-9787

1207 Maple St.
Big Rapids, MI 49307
P: (231) 796-5522
F: (231) 796-4985

Tuesday, August 15, 2023

Village of Empire
11518 S. LaCore ST.
Empire, MI 49601
PO Box 253

Re: **Well #2-3 35kw generator proposal**

Attn: John Friend

Thanks for the opportunity to provide a proposal for the above reference project. Generac believes that with VFD's on the pumps we can go with a 35kw. **Isenhardt Electric did not do an in-house load study for the generator and wells. This pricing does not include gas piping.**

Included

- Electrical permit.
- Work to be performed during normal business hours. Monday-Friday 7-5.
- Installation of 1 natural gas generator.
- Installation of 1 200-amp automatic transfer switch.
- Concrete pad
- Generator to be placed within 15' of building.

Excluded

- New service.
- Patching and painting of floors walls or ceilings.
- Utility fees.
- Natural gas installation to the generator.

35kw with transfer switch: \$ 61,523.00

We appreciate the opportunity to provide this proposal. Please do not hesitate to call with any questions.

Sincerely,

Adam Erickson

Isenhardt Electric LLC
O 231.486.6600
C 231.735.3958



GENERATORS & MOBILE POWER PRODUCTS
SALES · RENTALS · SERVICE & PARTS

24/7
EMERGENCY
SERVICE

1.800.485.8068
WOLVERINEPOWER.COM

QUOTE #: 22-1358-RSMYc

8/18/2023

PROJECT NAME: VILLAGE OF EMPIRE

Wolverine Power Systems is pleased to submit the following proposal for your consideration and approval.

BILL OF MATERIALS:

Quantity 1 - Generac Industrial Gaseous Engine Driven Generator, 4.5L In-Line 4 Cylinder Engine, Consisting of the Following Features and Accessories:

- Stationary Emergency Standby Rated
- **35 kW Rating, Wired for 120/240 VAC, Three Phase, 60 Hz**
- **Permanent Magnet Excitation with Upsized 60 kW Alternator**
- LP Vapor Fuel System
- **Standard Weather Protective Enclosure, Steel with an Industrial Grey Baked On Powder Coat Finish**
- EPA Certified & cETLus
- Power Zone Pro Digital Control Panel - Meets NFPA 99 and 110 Requirements
- **21 Light Remote Annunciator - Surface/Flush Mount, Ships Loose**
- **Remote Emergency Stop Switch - Break Glass, Ships Loose**
- 110 AH, 925 CCA Group 31 Battery, with Rack, Installed
- **Battery Charger - 10 Amp, NFPA 110 Compliant, Installed**
- **Block Heater – 1,500 Watt, 120 Volt**
- Standard Heavy Duty Air Cleaner
- 120V GFCI and 240V Outlet
- **125 Amp MLCB - 80% Rated, Thermal Magnetic**
- Flex Fuel Hose, Ships Loose
- Critical Grade Silencer
- Set of 3 Owner's Manuals
- **Standard 2 Year Limited Warranty**
- **SG0035JG264.5V18SPYYA**

Quantity 1 – Generac TX Series Automatic Transfer Switch, Consisting of the Following Features:

- **Service Entrance Rated**
- Time Delay Neutral
- **200 Amp, 3 Pole, 120/240 VAC, Three Phase, 60 Hz, with 2-Wire Start Circuit**
- **Double Set of Form C Auxiliary Contacts**
- IBC Seismic Certified
- UL Listed 1008 by ETL
- **NEMA 3R Enclosure with Heater**
- Set of 3 Owner's Manuals
- **Standard 2 Year Limited Warranty**
- **TX301DS0200J3CH**

VC 8/22/23

This quotation and supporting materials contain confidential and proprietary business information of Wolverine Power Systems and Generac Power Systems. These materials may be printed or photocopied for use in evaluating the proposed project but are not to be shared with other parties outside of your organization.



GENERATORS & MOBILE POWER PRODUCTS
SALES · RENTALS · SERVICE & PARTS

24/7
EMERGENCY
SERVICE

1.800.485.8068
WOLVERINEPOWER.COM

QUOTE #: 22-1358-RSMYc

8/18/2023

SCOPE OF WORK:

- Freight charges and offloading are not included. See note regarding freight under the pricing section.
- Startup / testing of equipment and training by a factory trained & certified technician
- Startup occurs during normal business hours. Monday - Friday, 8am To 5pm
- After hours and weekend startups and testing are available for an additional charge.
- One Training session will be provided upon the day of startup by a Wolverine Power Systems Technician.
- If training cannot be completed on the day of startup an additional charge may apply
- Electrical permit.
- Installation to be performed during normal business hours. Monday-Friday 7-5.
- Installation of 1 natural gas generator.
- Installation of 1 200-amp automatic transfer switch.
- Concrete pad
- Generator to be placed within 15' of building.

EXCLUDED

- New service
- Patching and painting of floors walls or ceilings.
- Utility fees
- Gas line installation to the LP tank.

**QUOTE IS BASED ON LIMITED INFORMATION - NO WRITTEN SPECIFICATIONS WERE PROVIDED
WOLVERINE POWER SYSTEMS IS NOT RESPONSIBLE FOR ANY ITEMS NOT INCLUDED
IN THE BILL OF MATERIALS THAT MAY BE REQUIRED BY THE ENGINEER**

This quotation and supporting materials contain confidential and proprietary business information of Wolverine Power Systems and Generac Power Systems. These materials may be printed or photocopied for use in evaluating the proposed project but are not to be shared with other parties outside of your organization.



GENERATORS & MOBILE POWER PRODUCTS
SALES · RENTALS · SERVICE & PARTS

24/7
EMERGENCY
SERVICE

1.800.485.8068
WOLVERINEPOWER.COM

QUOTE #: 22-1358-RSMYc

8/18/2023

DELIVERY:

- Contact Wolverine Power Systems for current estimated lead times.
- Due to current world events, lead times are subject to change at any time, with or without notice, and cannot be guaranteed.
- Wolverine Power Systems is not responsible for any costs that may be incurred due to a delivery delay (i.e., temporary mobile generator, cables, installation labor, etc....)

NOTES:

- Sizing specified by others
- Start-up paperwork will be supplied when units are delivered and must be completed and submitted when start-up is requested.
- We make every effort to accommodate requested start-up dates but please allow 2-3 weeks when scheduling start-up service.
- Should you wish to ship the Automatic Transfer Switch (ATS) ahead of the generator, there will be additional freight charges.
- All engines meet EPA emission standards (as required).
- NETA or other special testing (if required) is not included in this quote unless stated above.
- To avoid additional costs, the end user/customer must have an IT representative onsite at startup if generator is required to connect to BAS/BMS network.

VALIDITY:

- This quote is valid for twenty five (25) days from date of this quotation.
- Please consult us beyond this date.

NET PRICE FOB JOBSITE (TAXES & FREIGHT NOT INCLUDED)

Base Bid **\$63,410.00**

ESTIMATED FREIGHT TO SITE: \$ 1,500.00 - ACTUAL FREIGHT CHARGES WILL BE APPLIED AT TIME OF INVOICE

TERMS: NET 30 WITH APPROVED CREDIT

ACCEPTANCE:

Authorized Buyers Signature / Printed Name

Date of Signature

Requested Delivery Date

By signing, you agree to compliance with all aforementioned terms and conditions and that this document serves as your purchase order.

We hope that you find our offer acceptable, and we look forward to serving you.

Sincerely,

Tom Nagelkirk | VP of Sales
(616) 879-0040

Mark Yatcko
Industrial Sales Support

Wolverine Power Systems
3229 80th Ave.
Zeeland, Michigan 49464

Wolverine Power Systems is an industrial power equipment distributor serving the entire state of Michigan and would therefore meet any sustainability requirements regarding local procurement of goods for this project.

Generac Power Systems, Inc. generator sets and transfer switches are manufactured in Wisconsin for domestic consumption, meet the ARRA "Buy American" requirements and are eligible for use on ARRA-funded projects.

This quotation and supporting materials contain confidential and proprietary business information of Wolverine Power Systems and Generac Power Systems. These materials may be printed or photocopied for use in evaluating the proposed project but are not to be shared with other parties outside of your organization.

CONDITIONS OF SALE AND LIMITATIONS OF LIABILITY

1. **TERMS:** Payment terms are subject to credit approval and may be changed at the discretion of the credit department.
2. **PAYMENT: With approved credit,** Net 30 days from date of invoice. Payment structure shall be as follows, unless otherwise approved by Wolverine Power Systems: Invoicing will occur at the time of equipment release from the factory for 100% of the quote. For diesel generators with fuel tanks, lead times may be extended but the generator will be invoiced at time of release from factory. 100% of the quote must be received by Wolverine Power Systems prior to start up and commissioning. Should a retainer be required per the project specifications, progressive billing will occur with the predetermined retainer being withheld until after startup and commissioning. Any amount other than the retainer of the quote must be received by Wolverine Power Systems prior to startup and commissioning. Retainer payment terms are Net 30 days from date of significant startup and commissioning completion.
Without approved credit, Payment structure shall be as follows, unless otherwise approved by Wolverine Power Systems: 100% at time of order.
Buyer shall make payments as specified herein and Wolverine Power Systems may suspend orders, shipment or delivery until such payments are made. Wolverine Power Systems may charge a service charge of 1.5% per month, but not in excess of any lawful rate, if Buyer is delinquent in payment of invoices. Wolverine Power Systems may at any time decline to make any shipment or delivery or perform any work except upon Buyer's payment of past invoices and/or prepayment of this order or upon such other terms and conditions as are acceptable to Wolverine Power System's credit department. If Wolverine Power Systems deems it necessary to cancel any outstanding order due to Buyer's financial condition, Buyer agrees to reimburse Wolverine Power Systems for reasonable cancellation charges. Wolverine Power Systems may apply any payments received to Buyer's oldest outstanding invoices regardless of any instructions to the contrary from the Buyer. Payment for shipments delayed at Buyer's request shall become due on the date that Wolverine Power Systems is prepared to make shipment thereof, and Wolverine Power Systems may impose reasonable storage and handling charges for such delayed shipments.
"Pay When Paid" contract clauses will not be considered by Wolverine Power Systems. Acceptable methods of payment are wire transfer, certified check, company check and cash. No other forms of payment will be accepted unless approved by Wolverine Power Systems.
3. **TAXES:** Buyer shall pay all federal, state and local sales, use or other excise taxes, charges and duties arising by reason of this order and all other taxes, charges and duties of whatever nature assessed upon the goods described in the quote.
4. **COST OF COLLECTION:** Buyer shall pay all costs and expenses (including legal fees) incurred by Wolverine Power Systems to collect any past due amount for goods/services sold, whether or not litigation is commenced.
5. **SECURITY INTEREST:** Buyer hereby grants Wolverine Power Systems a security interest in all goods sold until the full amount of the purchase price has been paid by Buyer.
6. **APPLICABLE LAW:** This sale, and all claims arising therefrom, shall be governed by the laws of the State of Michigan.
7. **CANCELLATION:** Buyer may terminate this order only upon payment of all of Wolverine Power Systems costs incurred for the work performed before termination. All applicable cancellation fees shall apply.
8. **RETURN OF PRODUCTS:** No products may be returned to Wolverine Power Systems without Wolverine Power Systems written consent.

Village Council Meeting Documentation

Date Prepared:	August 15, 2023	
Meeting Date:	August 22, 2023	Meeting Type: Regular Meeting
Subject:	Recycling	Author: Maggie Bacon

Overview or Problem Statement

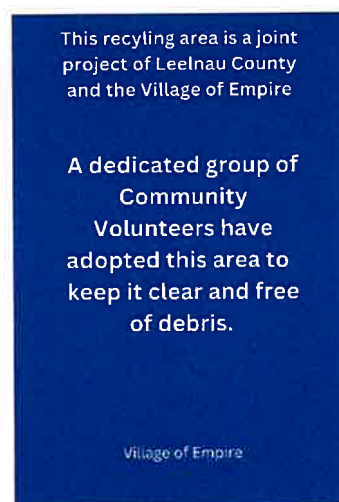
A Village Resident has pointed out a number of issues with the recycling area in the Village. (Attached is the letter written to the Village Council).

Recommendation:

1. Village President contact Trudy Galla at the County to discuss fencing and discussion with the American Waste Truck Driver and report back to the Village Council.
2. Village President discuss with DPW their continued work in that area and share with the Village Council and suggested improvements the staff can implement.
3. If the resident remains interested in forming a volunteer group, provide the link to the [Volunteer Community Project and Waiver form](#). That form outlines how and what the Village will do to support volunteers.

In the past, other groups have posted a notice at the library and at the post office of the formation of a volunteer group.

(Parking Lot issue: The Village Council may want to consider how and in some cases, where, we can recognize volunteers who do such good in the Village – Adopt the Recycling Center, Garden Club, Tres Assessment Group, etc.)



Dear Village Council:

The Village of Empire recycling center is a valuable and well used resource for Village residents. As a frequent visitor to the recycling center and frequent visitor to the Chippewa Run Natural Area and Trail (which the Leelanau Conservancy describes as “an ecological gem that serves as the Gateway to Empire”), it pains me to see the amount of recycling trash that escapes the recycling center into the surrounding Chippewa Run Natural Area. With each visit, I find myself wading into the surrounding natural area to retrieve plastic bags and recycling trash. In addition, the fence that serves as a backstop to the recycling center is in disrepair and falling down. I’ve attached a few recent photos to illustrate my point. Consequently, I am writing to urge the Village Council to take the necessary steps to collaborate with Leelanau County (whom I believe provides the recycling center services) to problem solve how to better contain the trash that continues to find it’s way into the surrounding natural area, including repairing the fence. To help contain the trash, I suggest the fence be extended along W. Fisher Street since the prevailing wind seems to blow recycling trash in that direction. I also suggest the Village Council sponsor and support an “Adopt the Recycling Center Program” (similar to the Adopt a Highway Program) with volunteers to help keep the trash picked up and protect the beauty of our Chippewa Run Natural Area. I’m sure it’s disheartening and disappointing to the many people who visit and access the Chippewa Run Natural Area trail system via the entrance at the recycling center to see the trash and broken fence. It’s certainly not a good look and contradicts the natural environment we’ve come to appreciate as residents of Empire. The Village Council can demonstrate good stewardship of our natural resources by working positively with Leelanau County and Village volunteers to maintain our recycling center. Thank you for your attention to this matter.

Rodney and Louann Barnes

Meeting:	August 22, 2023
----------	-----------------

Subject:	Approve MML 2023 Convention for President
----------	---

Author:	Sue Palmer
---------	------------

Overview:

The 2023 MML Convention is scheduled for October 18 – 20, 2023 in Traverse City at the Grand Traverse Resort. President Palmer has requested attendance to this convention. The Early Bird cost to attend is \$595 per person. We have a Professional Development budget of \$2000 and expended to date \$1300.

The Clerk has indicated that my participation is not a budgeted item, therefore, the President requests Council permission to enroll in the MML Convention.

Action Requested

Council approval to expend Professional Development fees to enroll in the 2023 MML Convention.



Share this page

2023 MML Convention

Convention 2023

October 18-20, 2023

Traverse City, MI

Grand Traverse Resort & Spa, Acme, Michigan

The Michigan Municipal League's Convention 2023 concretely connects sessions, workshops, trainings, and more to the event's five objectives: activation, empowerment, innovation, optimism, and tangible tools.

Convention 2023 attendees will leave this year's event with:

- **Activation** – a compelling desire for action to activate their community, councils, and members to embrace inspiration and new ideas.
- **Empowerment** – a deep belief that they have the power to affect prosperity, quality of life, and sense of trust and belonging within their community.
- **Innovation** – a changed perspective to look at their communities through an innovative lens.
- **Optimism** – a positive outlook about future prosperity, quality of life, and sense of trust and belonging within their community.
- **Tangible tools** – meaningful information and tools that help them access resources and create change.

Registration Fees

Early Bird Registration Rates on or before **September 15, 2023**:

- MML Full & Associate Members/BAP Participants – \$595/person
- Nonmember Government Entities/MML Fund & Pool Program Members – \$950/person

Regular Registration Rates on or before **October 9, 2023**:

- MML Full & Associate Members/BAP Participants – \$795/person
- Nonmember Government Entities/MML Fund & Pool Program Members – \$950/person

Guests: \$250/person

Students: \$250/person

[Click here](#) for a faxable registration form.

Onsite Registration:

- MML Full & Associate Members/BAP Participants – \$845/person
- Nonmember Government Entities/MML Fund & Pool Program Members – \$1,000/person

Agenda

For the Convention Agenda and program details, visit the Convention 2023 [website](#).

Registration

To register online, log in to the right and then click the "Register Myself" or "Register Someone Else" button below.

When: 10/18/2023 – 10/20/2023

Where: Traverse City, MI

When: 10/18/2023 - 10/20/2023

Sign In

Username

Acton74104

Password

.....

☐ **Remember me on this computer**

Forgot [my_password](#) or [my_username](#)

[Create a new account](#)

Not a budgeted item

\$1330.-

of \$2000.-

Where: Grand Traverse Resort
100 Grand Traverse Village Blvd
Acme, MI 49610

Event Add-On's

Select Programs by Day 

Wednesday, 18 October 2023



11:30 AM

MWIMG Affiliate Lunch

Michigan Women in Municipal Government Affiliate Lunch

Time: 11:30 AM - 1:00 PM

6:00 PM

Welcome Reception

Welcome Reception

Time: 6:00 PM - 8:00 PM

Thursday, 19 October 2023



Friday, 20 October 2023



Shop

info@mml.org

Where: Grand Traverse Resort
100 Grand Traverse Village Blvd
Acme, MI 49610

Event Add-On's

Select Programs by Day

Wednesday, 18 October 2023



11:30 AM

MWIMG Affiliate Lunch

Michigan Women in Municipal Government Affiliate Lunch

Time: 11:30 AM - 1:00 PM

6:00 PM

Welcome Reception

Welcome Reception

Time: 6:00 PM - 8:00 PM

Thursday, 19 October 2023



7:30 AM

MAM Affiliate Breakfast

Michigan Association of Mayors Affiliate Breakfast

Time: 7:30 AM - 9:00 AM

2:30 PM

Mobile Tour: DDA Downtown Walking Tour

Mobile Tour: Downtown Traverse City Walking Tour (Future Planning on Foot)

Time: 2:30 PM - 5:00 PM

2:30 PM

Mobile Tour: Discovery Pier

Mobile Tour: Meaningful Experiences for All on Our Great Lakes

Time: 2:30 PM - 5:00 PM

2:30 PM

Mobile Tour: Botanic Gardens at Historic Burns Park

Mobile Tour: Immerse Yourself in the Botanic Garden at Historic Burns Park

Time: 2:30 PM - 5:00 PM

2:30 PM

Mobile Tour: Commongrounds Co-op

Mobile Tour: Commongrounds Co-op Tour

Time: 2:30 PM - 5:00 PM

2:30 PM

Mobile Tour: The Village at Traverse City Commons

Mobile Tour: History and Innovation at the Grand Traverse Commons

Time: 2:30 PM - 5:00 PM

Friday, 20 October 2023



7:30 AM

MBC-LEO Affiliate- Breakfast/Annual Meeting

Michigan Black Caucus of Local Elected Officials Breakfast/Annual Meeting

Village of Empire Deputy Clerk

From: Sue Palmer <s.palmer@villageofempire.com>
Sent: Sunday, July 30, 2023 4:59 AM
To: Alacia Acton
Subject: Fwd: Convention 2023 Is Ready for You

I would like to be enrolled in this Convention. Could you please sign me up?

Thanks, Alacia.

----- Original Message -----

From: Michigan Municipal League <events@mml.org>
To: s.palmer@villageofempire.com
Date: 07/24/2023 11:01 AM
Subject: Convention 2023 Is Ready for You



Convention 2023 Has It All*

***But only if you're there**

Registration is open for the biggest chance all year to network and connect with local government peers, share ideas and success, and discover how to adapt game-changing innovations for your community. There is often more than one path toward achieving a goal—come learn from speakers, in breakouts, at workshops, and during mobile tours if there's a new path to success you've never considered.

Breakouts include

Rural Community Perspectives and Priorities with Michigan's Office of Rural Development

**Michigan as a Receiver
Place for Climate Migration**

Movin' on Up: Retrofits for Existing Buildings

State Revolving Loan Fund 101

**Investing for Community Well-Being
and Local Wealth Building**

**Telling Our Stories: Michigan
Communities Should Learn to Brag**



Workshops

Council-Manager Relations

Human Trafficking

**ART-ificial Intelligence and Your
Community**

**Empowering Your Community to
Act on Justice40**

***Walking While Black: L.O.V.E. is
the Answer*, a film by A.J. Ali**



Register now and save \$200

early bird pricing ends September 15.

Be an Early Bird

Learn More



Michigan Municipal League | 1675 Green Road, Ann Arbor, MI 48105

[Unsubscribe s.palmer@villageofempire.com](mailto:s.palmer@villageofempire.com)

[Constant Contact Data Notice](#)

Sent by events@mml.org