

**EDMORE VILLAGE COUNCIL  
REGULAR SESSION  
APPROVED JOURNAL OF MINUTES**

**MEETING HELD VIRTUALLY IN COMPLIANCE WITH GOVERNOR WHITMER'S EXECUTIVE ORDER 2020-75**

**MAY 11, 2020**

1. **CALL TO ORDER:** The regular session of the Village of Edmore Council was called to order virtually via Zoom on Monday, May 11, 2020 at 7:01 p.m. by **President Gloria Burr**.
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL:** Members present via Zoom – **Ashbaugh, Colburn, Guild, Hadley, Moore, Rasmussen, Burr**. Also present were: **Deputy Mitchell Chapin** – Montcalm County Sheriff's Dept., **Justin Lakamper** – Village Manager, **Shirley Drain** – Village Treasurer, **Kerri Peterson** – Village Clerk.
4. **APPROVAL OF THE AGENDA:** Motion by **Rasmussen** to approve agenda as written. Seconded by **Moore**. VOICE VOTE: ALL YES: MOTION PASSED 7-0.
5. **PUBLIC COMMENTS ON AGENDA ITEMS:** None
6. **DEPARTMENT REPORTS:**
  - A. **POLICE:** **Deputy Chapin** reported. Highlights included one ongoing Executive Order violation under investigation concerning a business in the 700 block of East Main Street. This investigation continued and the deputies worked with the Prosecutor's Office regarding enforcement. The owner has been cited. Also, on April 25<sup>th</sup>, a noise ordinance violation was reported in the 600 block of West Pine Street, regarding a generator running at a home after the electricity was turned off. Attempts were made to contact the homeowner. Traffic stops are down due to limiting contact with the public as much as possible. Full report on file.
  - B. **FINANCE:** **Burr** reported for Tracy the field work for the audit has not been scheduled due to the ever-changing stay at home order. Bills will be scanned Friday, also any invoices or statements that come in Monday will be scanned then. Processed water bills for both residential and commercial.
  - C. **DDA:** **Lakamper** reported for Phil, that he has had to make calls and cancel rental events and answer questions from renters due to Covid-19 guidelines talking to upcoming renters at the Market Place. The DDA applied for a Curtis Grant for upcoming Edmore Community Events. The 2<sup>nd</sup> floor bathrooms are almost completed. There will be another inspection once the quarantine is lifted. A Master Business list has been developed for the downtown area businesses, with name, address, phone, email and website. Also developing the following: Edmore Industrial Park Business information and Home Township/Edmore Surrounding Local Area Businesses.
  - D. **DPW:** **Burr** reported for Andy. Up until the middle of the month we were still working on limited essential functions: weekly sewer samples and water tests, monthly water samples and reports along with monthly sewer reports and doing rounds. On April 24<sup>th</sup> the changes in the Stay at Home Order allowed us to have enough work to work full time: picked up yard waste bags, replaced a bad alternator on the 1-ton truck, did chipping, started cleaning up the cemetery, and did 7 interviews for a new DPW candidate.

E. **MANAGER: Lakamper** reported that he resubmitted our asset management plan on May 1<sup>st</sup> to our EGLE representative Chooi Wood. The original was submitted on January 1<sup>st</sup>, 2018 and EGLE got back with us and wanted some tweaking done to provide a more specific accounting of the assets in our water distribution system with replacement costs. We are required to cover our operating and repair costs. The report helps show some of the significant expense associated with our water system. Bag factory had a graduation party scheduled for April 29<sup>th</sup> which has been cancelled. The upstairs bathroom construction will restart soon as Konwinski Construction can return to work since the Stay at Home order has been lifted for construction. **Lakamper** went on to report last Friday he utilized our door tags to inform several properties of their non-compliance of the blight ordinance and the opportunity to use the spring cleanup to get rid of their rubbish. Have had a little bit of success with that. **Tom** amplified that message in his newsletter and **Lakamper** also has spoken with the local police about what our plan is. He will utilize Friday afternoons throughout the summer to inspect the Village for violations. Not much movement on Casair. We have determined that 2 locations can be serviced by a dial tone and therefore serviced by Casair with their wireless phone lines. This leaves 4 existing lines that cannot be converted. Moving forward is still unresolved but communication with Casair Manager Aaron Evans continues. Curtis Park is still closed due to no congregating order. **Lakamper** is flexible with that but noted that the village does not really have a way to clean the individual playground equipment. We are back in the office fulltime as well. We now fall under essential with certain work requirements needing done. The Montabella Seniors parade has been cancelled due to no way to do it to be compliant with the Executive Order. The school has come up with an alternative plan. The DPW has identified a candidate to fill the vacant position and have offered them the job. **Guild** asked **Lakamper** for information about the clean up around the new sidewalk on Second Street with the grass. **Lakamper** will get in contact with them to get an update. **Rasmussen** asked **Lakamper** about the executive order allowing for virtual meetings and how long that will be happening. **Lakamper** responded that the executive order has been extended to June 30<sup>th</sup> and that we will possibly be having another meeting virtually before we are able to meet in person. It will all depend on the amount of people allowed to congregate in one location. **Burr** stated she thought the executive order ended the end of May. **Lakamper** replied that the executive stay at home order is extended to the end of May, but there is a second executive order that allows us to do public meetings virtually and that one is extended until June 30<sup>th</sup>. Full report on file.

F. **PRESIDENT: Burr** reported she did not have much, but she had read on Facebook that we were being accused of turning businesses in to the police and giving out tickets. We have nothing to do with any of that. She went on to say that she just wants to clarify that the village did not have anything to do with that and did not turn anybody in. Other than that, everything is going well. They are back in the office working 5 days a week, receiving phone calls, paying bills, etc. We are not open to the public yet and we are still not sure when we will be able to do that.

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

A. **TREASURER'S REPORT & COMMENTS: Drain** reported the books are closed and balanced for the months of March and April. They balanced out good. All loans are paid up to date and current except MAKs and they are behind for the month of May. She went on to say that she wanted to point one thing out on that balances left. Lakeland Mills original loan, if she recalls correctly, was for \$200,000 from the Economic Development and they are now down to \$3000. Just keeping on paying their payments they have done well. They were probably one

of the first economic development grants that went out. So that is a good job on their behalf. There is a bill in the payments this time for the Curtis flowers, for the Curtis urns and because the Curtis' both have spent and given so much money to the people of Edmore, the village has always as a little thank you, taken care of their Curtis urns at the cemetery every year and they're about \$400 compared to the thousands they bring into town. She wanted to make sure everyone knew why that bill was in there. She looked over all the bills and they all look good. Burr told Shirley she did a good job and asked if it worked well for her to go into the office like she did. Drain responded that it worked very well. She was set up in a big room, all by herself and when Justin came in, he had a mask on and when she and Tracy talked, they were both masked. Everything worked out well. She stated she got the work done and that was the main thing as she was getting nervous, along with Justin, with the delays due to the executive order.

- B. **APPROVAL OF PAYMENT OF BILLS:** Guild moved to approve the payment of the bills. Supported by Rasmussen. ROLL CALL VOTE: YES: Ashbaugh, Colburn, Guild, Hadley, Moore, Rasmussen, Burr. MOTION PASSED 7-0.

8. **APPROVAL OF MINUTES:**

- A. **REGULAR COUNCIL MEETING APRIL 13, 2020:** Motion by Colburn to approve the minutes from the April 13, 2020 meeting. Support by Ashbaugh. VOICE VOTE: ALL YES: MOTION PASSED 7-0.

9. **NEW BUSINESS:**

- A. **APPROVAL OF PINNACLE EMPORIUM MARIHUANA RETAILER AND PROVISIONING CENTER LICENSE:** Lakamper reported that we received an application for another retailer and provisioning center marihuana license to be in the same building which would be the old bar section of the Phenix building. If approved they would fill in the two walls between the pizzeria and the restaurant sections and only use the old bar section which allows the other two sections to be used independently for other businesses. Pinnacle currently has a store open in Morenci and they are licensed in three other municipalities, one in Coleman for the same licenses and he believes some growing facilities as well. Guild suggested that they put in 3 water meters for the 3 separate businesses. Lakamper agrees and that would be required by our ordinance as well. Guild stated that he wanted Travis and Mike to know that because he does not feel the village should be responsible for the cost of it. Travis responded to Guild that right now the bar and restaurant are on one and the pizzeria is on another one. Changing it would be fine. Guild asked Travis about how they were going to work the bathrooms being all up front in the bar section of the building as far as servicing the restaurant if he opens that back up. Travis stated there will be a permanent wall put in at the entrance of the bar at the women's bathroom and that's going to be accessible from the restaurant and then he'll just have to put a single stall in for the men's room. That is still all in the planning stage. Guild asked if it could be a unisex. Travis stated he did not know what the code is on that but that would be the ideal solution. He will be checking on the Health Department code on that. Guild then asked if the basement goes with the provisioning center. Travis stated that Mike stated he has no use for the basement, so they are talking about putting a permanent wall at the entrance of the basement in the back room. Guild then asked about the upstairs. Travis replied that the upstairs is part of it. It is going to be their employee break room. Guild asked if they were getting the whole upstairs. Travis answered yes and they talked about eventually finishing off the apartment there. Guild asked if it would have a separate entrance to get to the apartment. Travis replied that right now it is accessible on the other side of the pizzeria.

He shares the stairs with the secondhand store. Guild stated that if they were willing to put the water meters in, that it is fine with him. Travis answered, absolutely, it is not an issue. Guild then asked if there was a restroom in the pizza parlor. Travis replied that yes there is, he put one in a year and a half ago. Guild asked if the water meters were going to be separated before they open. Drain and Burr both agreed that they should be. Travis stated that he will work with the village in however they wanted to do the water meter installs. Right now, the meter is in the potential dispensary. Guild stated that personally he thinks it should be done now. You never know what might be coming down the road and who might and might not be here and it does not get done. Lakamper stated that they can stipulate that in the license. Travis replied to just let him know when they want in there, no problem. Guild asked Justin if he would make sure that was in the license. Motion by Guild to grant Pinnacle Emporium the provisioning and retail licenses with the provision that the water meters are separated before opening. Supported by Moore. ROLL CALL VOTE: YES: **Ashbaugh, Colburn, Guild, Hadley, Moore, Rasmussen, Burr.** MOTION PASSED 7-0.

- B. **SETTING WATER RATES:** Lakamper reported that we budgeted for the water rates to increase it with 6%, during the budget time. The utility committee met and discussed it that is what was passed in the budget. The rate would have to be officially set now to change it. If you do not want to go forward with that change there was a resolution passed in 2008 that automatically raises the water up by the CPI, which would have been 2.1%. It would go up that amount without any action at all. If you did not want it to go up that much either, you would have to take action to keep it at 0%. Lakamper suggested 6% which would come out to be about \$1.50 per month, simply because of the lead and copper rule that we are facing right now. Meaning that there is going to be some infrastructure work that we are going to have in the next five years or so. I felt it was a good idea to increase our fund balance. He then asked if anybody had any specific questions about it. Colburn stated that the 6% is against the water, not against the total water/sewer bill. Drain stated that just so the council knows, she totally supports raising it to the 6%. She does not think \$1.50 is that much. Water rates do go up but so does everything else. Everything that is in that budget goes up and she does not think they can take a chance on running any shorter when we have got some major things that are coming up. Not only that, look what happened when we did the water tower. It was a major shortage for a while and we do not want to get in that position every couple of years, for \$1.50. Colburn stated that 6% was inclusive of the CPI, so it would not be on top of the 2.1%, correct? Lakamper replied yes, however he re-read that resolution this morning and that resolution has the same provision for the sewer. The sewer would automatically go up with CPI as well because they are separate funds. Discussion ensued about what the difference would be between the 2.1% and the 6% on the total water/sewer bill. Lakamper stated currently you pay \$60.87 for water/sewer. Drain still thinks they need to do it and it can be revisited next year when we will know how much revenues changed. It's kind of scares her about how they are saying small government are going to need help, so she'd kind of like to stay on top of this if we don't feel like we're hurting our people too much. Burr responded that last year we raised it 8.4% so we would have to do that again right away. She is not for raising them right now at this particular time everyone is going through. It was raised 8.4% last June. Lakamper asked Burr if she would still want to keep the CPI. Burr stated that she would be all right with the CPI, but she just does not think they should be raising it at this particular notice, especially that I notice that we just raised it the 8.4% last year. She does not see it being feasible to do that right now. Discussion ensued among members about the

particulars of raising it 8.4% last year. Burr stated that we did that last year with regards that we would not have to do anything right away. With everything going on right now and the situation with everybody and with what they did last year, she is not in favor of raising the 6%. Drain is concerned that some of our businesses will not come back after the Covid-19 situation is over and that will bring our revenues down. Hopefully, we will not have that but it is not looking very good. Lakamper replied that is a fair point. Burr responded that they just picked up two new businesses. Guild agreed with Burr somewhat but kind of agrees with Shirley, too. Colburn asked if they should split the difference. More discussion ensued among members again about increasing only the CPI or the 6%. Burr again stated that we just raised it 8.4% a year ago so we would not have to do it right away again. Moore agreed with Burr. Guild agreed with Drain that they must raise it somewhat to try to keep up. Colburn asked Burr if she wanted to raise it just the 2.1%. Burr responded yes, the CPI only. She does not want to go anything above that. Motion by Burr to increase the water and the sewer with the CPI increase of 2.1% on each. Supported by Moore. ROLL CALL VOTE: YES: **Ashbaugh, Colburn, Guild, Hadley, Moore, Rasmussen, Burr**. MOTION PASSED 7-0.

10. **PUBLIC COMMENTS:** Michael Silver with Pinnacle Emporium thanked the board for their approval tonight. He appreciates the council holding a teleconference meeting so they can keep pushing forward and they are excited to be a part of the Edmore community. Burr thanked Mr. Silver and welcomed them to the community.
11. **COUNCIL COMMENTS:** Moore wishes we could meet face to face instead of teleconference. Guild welcomes Pinnacle Emporium to Edmore, Michigan. Colburn also welcomed Pinnacle and agreed with Moore that he will be happy to be back in the office and work face to face. Ashbaugh congratulates the DPW and office workers and Lakamper for keeping things running and we are getting through it. Everybody be safe. Burr welcomed the new businesses in town. To all council members everyone stay safe and hopefully we can get back to regular meetings soon. She thanked Lakamper for getting the office going and getting everything ready this month. Burr thanked Peterson for the excellent job on the minutes and for the job during our teleconference meetings.
12. **ADJOURNMENT:** Motion by **Rasmussen** to adjourn the meeting. Supported by **Colburn**. VOICE VOTE: ALL YES. MOTION PASSED 7-0. **President Burr** adjourned the meeting at 8:03 p.m.



**Village President**

**Approved for Publication**



**Village Clerk**

**NEXT MEETING: JUNE 8, 2020**