

**EDMORE VILLAGE COUNCIL  
REGULAR SESSION  
APPROVED JOURNAL OF MINUTES  
November 09, 2020**

1. **CALL TO ORDER:** The regular session of the Village of Edmore Council was called to order on Monday, November 09, 2020 at 7:02 p.m. by **President Gloria Burr**.
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL:** Members present – **Ashbaugh, Colburn, Guild, Hadley, Moore, Rasmussen, Burr**. Also present: **Deputy Kotenko** – Montcalm County Sheriff's Dept, **Justin Lakamper** – Village Manager, **Shirley Drain** – Village Treasurer, **Kerri Peterson** – Village Clerk.
4. **APPROVAL OF THE AGENDA:** **Guild** moved to approve the agenda with the additions of 10.h and 6.g. Supported by **Rasmussen**. **VOICE VOTE: ALL YES: MOTION PASSED 7-0.**
5. **PUBLIC COMMENTS: AGENDA ITEMS:** **Burr** asked for public comments. None heard.
6. **DEPARTMENT REPORTS:**
  - A. **POLICE: Deputy Kotenko:** Nothing major to report. Routine calls for service. Nothing exceptional this month. I had the privilege to train one of our new deputies while on duty here in the village this past month, so he became familiar and was riding with me for the month of October. **Deputy Kotenko** asked if anybody had any concerns that he needs to be made aware of. **Colburn** asked if Kotenko was going to be staying here. **Kotenko** responded that it sounds like it for the time being. He has not heard what the scheduling is going to be after the first of the year and will update the village when he knows. **Drain** asked what we are to do when we have barking dogs in the neighborhood. She asked if an officer had contacted the owners of the dogs as it is in violation of the village ordinance. **Kotenko** stated that if a complaint is made with him, he will make contact with the person regardless of what it is. Sometimes it helps and sometimes it doesn't. If it doesn't help, we will go to the next step. **Burr** stated that we do have a few loose dogs running around also. **Kotenko** responded that we do have an Animal Control back on a part-time basis so they will be able to respond to some of these things now to help out. Usually what happens is the first time is just a warning, and then second or subsequently, we would take action depending on the circumstances. The best way for the village board to communicate with Kotenko is through email.
  - B. **FINANCE: Burr** reported for **Tracy**. We have received delinquent tax payment from the County. The last two documents needed for MEDC on DDA Grant have been submitted. Tracy was told it could be a long process for final closure as that comes from HUD and they are potentially a year out if not more. Quarterly reports have been submitted.
  - C. **DDA: Lakamper** reported for **Phil**. The last DDA meeting was held on October 21<sup>st</sup> and the next one will be December 9, 2020. They approved making the village manager the DDA director. They also approved the fall events schedule. They had a trunk-or-treat on Halloween that went really well and the Potato Festival Committee put together a haunted house and that seemed to be quite a hit, in the basement of the building. Matt Jourdan was made chair of the DDA and Ryan Vanderveen was made vice-chair. There are two open seats with one on the agenda tonight. They are waiting to fill the board up until they fill the positions of treasurer and secretary. Phil's hours remained at 20 hours per week. Lakamper, Garcia, the Arts Council and Potato Festival Committee met today to discuss the Christmas in the Village, which they are planning on putting on. It will be a Friday and Saturday and they will probably

have a Santa Claus for the kids. We are still working on all the details to make sure it's all Covid safe. **Burr** asked for clarification that we are allowed only 50 people now in the building. **Lakamper** responded yes, 50 people in the building. For the Christmas in the Village, they are discussing doing it all outside and having Santa Claus set up inside and letting one group go in at a time to keep under the limit. They are still working on festivities for outside in the parking lot. Possibly a movie, maybe a tent with concessions, etc.

- D. **DPW: Burr** reported for **Andy**. Continued to leaf vac throughout town. The leaf box door broke while unloading, but we repaired it. Replaced a water service to a home with a known lead whip. Diagnosed and assisted with the repair of well 3 when it was discovered that the VFD was not functioning properly. We have prepped the ground for the installation of the new park equipment. Organized a loader, auger, and other miscellaneous tools to be used during the park equipment installation. Diagnosed issue with well 5. Leaf blowing in the cemetery and in vacant lots. **Burr** went on to say the DPW has been very busy and she would like to say thank you to them. They are doing an excellent job.
- E. **MANAGERS: Lakamper** reported. As stated earlier, at the Bag Factory we had the trunk-or-treat outside and upstairs and the haunted house in the basement. That seemed to be a quite a hit. The Cares Act/Revenue Sharing, our last revenue sharing payment came in the form of Cares Act money instead of revenue sharing money from the state, so we can only use that for specific things. October 31<sup>st</sup> was the first reporting date of the use of the funds, so the reporting period from April through December. In January, we'll have to report what we used the rest of the funds for and if we don't use them all, then we'll have to give the remainder of it back in January. As of this reporting on October 31<sup>st</sup>, we used around \$1500. We got around \$5000 under this grant, but it can only be used for Covid related expenses that were not budgeted for. We will see if we're able to use the rest of it. Discussion took place between **Colburn** and **Lakamper** as to if any other municipalities had ever challenged having to pay the money back and probable reasons why not to pay back. Examples were other municipalities weren't as concerned with paying it back because they use it up paying their fire departments and police departments. **Lakamper** went on to talk about Casair. He met with Casair representative Aaron Evans to try and bring the implementation of the settlement agreement to a conclusion. They discussed the placement of their antennas on the water tower. We are at a stalemate between Casair and SUEZ with the placement. Still trying to work through that. Code Enforcement: 312 S. Brown St: The homeowner was served the court papers on October 5<sup>th</sup>. On October 18<sup>th</sup> she submitted her response to the court and the judge has issued a virtual evidentiary hearing on November 19<sup>th</sup>. Due to that, our attorney has strongly suggested that we get a survey done of the property so we can legally show where her property ends, and the village's property begins. **Lakamper** has ordered the survey at a cost of \$900 to be conducted next week. **Lakamper** is going to meet with Tony before the hearing to review all the materials. Tony feels pretty confident we should have this resolved. For 1394 Industrial Drive: They have been given a three-month notice to cease using the building as a residence and that has been agreed to and should be done. They are aware of and accepted the timeline. They're working on moving out now. At this point **Lakamper** doesn't anticipate any further problems. **Colburn** asked if that was a verbal agreement or a written agreement. **Lakamper** responded that he notified them of the three months and the agreement to do it was verbal. At this point, **Lakamper** feels pretty confident that is what's happening. **Burr** asked if that was in writing, the three-month agreement? In case something happens. **Lakamper** responded that it's not in writing that he has agreed to do it, but it doesn't change anything

about our ability to enforce it at the end of that timeframe whether he agreed to it or not. **Burr** stated that she was just making sure it was in some kind of writing when that date comes up. **Lakamper** replied when the date comes up and it's not taken care of, then we can enforce it. Just like we could enforce it today. We still have the same authority and ability to do that. It's just given the time of year, given the circumstances, and the fact that they agreed to finally do this and move on, I thought it was the right way to handle it. **Burr** agreed. The condemned house at 203 W. Main St: The house has been condemned by the Montcalm County Building Department. The son of the property owner has inquired at the Building Department about fixing it up. Lakamper has talked to the Building Department and they have said what they think needs to happen in order for it to be done. Lakamper is going to meet at the property with the homeowner's son and the building inspector to go through it and for the Building Department to decide whether or not it is plausible for them to try to fix it up. The Building Department has said they will not issue any permits unless it is for a licensed builder. They won't give out any homeowner's permits so it's not the kind of scenario where they think the homeowner can just chip away at it. It's unresolved as to whether or not they'll be able to do it, but the first step is the meeting to see if it's possible. If the building inspector tells Lakamper that the house is unrepairable, then we will insist upon the demolition. Park Equipment: This past weekend the new park equipment was installed. Big thanks to Chet and Jerry who came out and helped the DPW and Lakamper get it all done. It went pretty smoothly. The kids will enjoy it. DDA: The next DDA meeting is on the 9<sup>th</sup>. Election: The current council will still remain at the next meeting. However, as we are all now aware, there is going to be a new special election due to a small mix-up with the ballots. The County confirmed that every resident in Edmore, who voted in the general election on Tuesday, November 4<sup>th</sup>, they will receive a paper ballot mailed to their home. That paper ballot will be exactly as the ballot was on last Tuesday which means, there will be a race for Village President with Aaron and Gloria's names on it, and there will be a race for three Trustee seats. Chet's name will be the only one on the ballot because he is the only one who petitioned initially. There will still be the two other seats open. It will then be a write in campaign just like it was in the original election. So, if anybody wants to vote for the other candidates, they will still have to write in those people's names. At the moment, all three Trustee seats are still uncertified, and the Village President is uncertified. Those ballots will be mailed out on the 13<sup>th</sup> to all those in the village who voted, around 500 people. They will have until November 20<sup>th</sup> to return those ballots to Home Township, to the Home Township Clerk. They will tally everything, submit that count to the County. And the Board of Canvassers will meet the following Monday to certify those votes. Discussion ensued on the type of ballot they were going to have. The ballot will only have the Village elections on it. More discussion took place about whether or not there was going to be enough time to get the ballots and get them back to the township via mail and it was recommended that everyone drop their ballots off at the Home Township Hall. They can be dropped off at any time because they have a drop slot. Lead and Copper Rule: The DPW has replaced our first water service under the new lead and copper rules. It cost around \$4000, which is not bad. We didn't have to dig up any roads or sidewalks with this one or it would obviously be more. The DPW used Double K to bore the line directly into the house. This was the only water card we received that had written on it 'lead'. At the beginning of the year when we submitted the DDMI list, we had to say known, probably and unknown. This was the only one listed as known, so since we knew about it, we had one year to replace it. Nita Curtis Foundation: The new generator at the Curtis Building, courtesy of the Nita Curtis Foundation,

has been partially installed. Brooks Electric anticipates finishing the work by next week. Planning Commission: Planning Commission meeting on November 20<sup>th</sup> to have a hearing for two special use permit applications. One is for Gale's Gym and the other is for our Village's vacant lot. Both are for special use for marihuana growing facilities. Just as clarification, the special use permits are only approved by the Planning Commission. That doesn't come to the council. Well 3: The past Sunday while on rounds, Andy discovered that Well 3 was also not pumping. He discovered that the VFD was not working and he again called Peerless Midwest to investigate. On Monday they determined that a contactor and control board and been fried, most likely due to the weather. They replaced both and now everything is working fine. We will submit the invoice to the insurance company for reimbursement. **Drain** asked how much that cost. **Lakamper** stated he didn't have an invoice on that yet.

- F. PRESIDENTS:** **Burr** would like to extend a very big thank you to Chet and Jerry for helping the DPW and Justin on the playground equipment. It was done very efficiently and very fast and it looks nice. There are already kids down there playing on it. Covid is still very active. There are more and more schools closing and more and more online school activity. It's all over. Just a reminder to our residents to please do what you can to protect yourself and protect everybody else. Masks are very much appreciated at our meetings and in our halls. We appreciate it very much.

- G. RE-APPOINTMENT OF TREASURER SHIRLEY DRAIN AND CLERK KERRI PETERSON:** **Burr** reported: Normally the council is already set in with this, but they need to be re-appointed by November 20<sup>th</sup>, so we need to do this now. They need to be appointed or re-appointed every two years and this year they are up. They have to be appointed so Shirley can do her job with the books and stuff for next month's meeting and the clerk will be able to do her minutes legally. **Burr** asked for a motion to accept the re-appointment of Shirley Drain as Treasurer and Kerri Peterson as Clerk. Motion by **Colburn** to re-appoint Shirley Drain as Treasurer and Kerri Peterson as Clerk. Supported by **Ashbaugh**. **VOICE VOTE: ALL YES: MOTION PASSED 7-0.**

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

- A. TREASURER'S REPORT & COMMENTS:** **Drain:** Books are closed and balanced for the month of October. All economic loans are current. The cash balance looks good. We have \$219,000 in the bank and the water fund is looking better.
- B. APPROVAL OF PAYMENT OF BILLS:** Motion by **Rasmussen** to approve the payment of the bills. Supported by **Ashbaugh**. **ROLL CALL VOTE: Ashbaugh, Colburn, Guild, Hadley, Moore, Rasmussen, Burr. ALL YES: MOTION PASSED 7-0.**

**8. COMMITTEE REPORTS:** None.

**9. APPROVAL OF MINUTES:**

- A. REGULAR COUNCIL MEETING October 12, 2020:** There was a mix-up in the agenda given to Peterson. This was not a Zoning Board of Appeals; it was a Public Hearing. Motion by **Colburn** to accept the October 12, 2020 minutes with corrections. This removes the wording 'Zoning Board of Appeals' from the minutes header and #5. Supported by **Moore**. **VOICE VOTE: ALL YES: MOTION PASSED 7-0.**

**10. NEW BUSINESS:**

- A. APPOINTMENT OF VILLAGE MANAGER AS DDA DIRECTOR:** **Lakamper** stated it is very common for the village manager to also be the DDA director. Garcia and Lakamper already work in this manner. We want to make everything official, get the DDA back to a normal status in that they would have a director and a normal employee. Discussion ensued between



**Colburn** and **Lakamper** about naming Lakamper specifically and not just the village manager. **Lakamper** stated that this names the village manager and not him specifically. **Colburn** questioned if future village managers would be qualified for the position. **Guild** stated it doesn't mean we can't change it in the future. **Drain** added that it's a good point to have when you're hiring a new manager to look and see if they're qualified for that position. Discussion took place on how Lakamper gets paid as village manager and DDA director. His amount of pay stays the same but portions of it are paid from different areas. Motion by **Rasmussen** to appoint the Village Manager as the DDA Director. Supported by **Moore**. **ROLL CALL VOTE: Ashbaugh, Colburn, Guild, Hadley, Moore, Rasmussen, Burr. ALL YES: MOTION PASSED 7-0.**

- B. APPROVAL OF POLICING CONTRACT WITH MONTCALM COUNTY SHERIFF'S DEPARTMENT:** **Lakamper** asked for questions. **Burr** asked if we were done with the Township or if we were going to continue that as time goes on. **Lakamper** replied that we can still continue the conversation. The benefit of doing this is we can still do this and continue those talks. If we can pull that together, then we can move forward with that and there's no problem getting out of this contract. The reality is we're not going to put anything together with the Township by the end of the year. We haven't even gotten far enough for all of the boards to express their opinions on it. We're still talking, still negotiating, but it's very slow moving at this point. **Burr** stated she just wanted to know if that had come to an end or if we're still able to if we wanted to. **Lakamper** responded that it's still definitely a possibility. Motion by **Guild** to approve the policing contract with the Montcalm County Sheriff's Department for 3 years. **Colburn** asked for clarification that it is a three month out clause instead of a six month out clause. **Lakamper** replied yes. Supported by **Ashbaugh**. **ROLL CALL VOTE: Ashbaugh, Colburn, Guild, Hadley, Moore, Rasmussen, Burr. ALL YES: MOTION PASSED 7-0.**
- C. APPOINTMENT OF CHAD JONES TO THE DDA BOARD:** **Burr** had a nice meeting with Chad and recommends him and would like to appoint him to the DDA board. Motion by **Moore** to appoint Chad Jones to the DDA board. Supported by **Rasmussen**. Discussion took place on where Chad works. Chad works at several different jobs and is very busy. **Burr** stated that Chad and his wife have been here for three years and she runs Daniels Kitchen here in Edmore. **VOICE VOTE: ALL YES: MOTION PASSED 7-0.**
- D. APPOINTMENT OF JERRY RASMUSSEN TO THE NITA CURTIS BOARD:** **Burr** reported that Bonnie is going to be leaving the Nita Curtis board and Jane asked if Jerry would like to be on the board and Jerry accepted to be on the Nita Curtis board. **Burr** would like a motion to appoint Jerry Rasmussen to the Nita Curtis board. Motion by **Colburn** to appoint Jerry Rasmussen to the Nita Curtis board. Supported by **Moore**. **VOICE VOTE: ALL YES: MOTION PASSED 7-0.**
- E. APPROVAL OF \$29,835.82 EXPENDITURE TO REPAIR WELL 5:** **Lakamper** reported that they pulled Well 5 up and inspected it and suggested a complete rebuild which is all detailed in the quote we received. The total cost of the removal, the inspection, the rebuild, and the installation is \$29,835.82. Motion by **Rasmussen** to approve the \$29,835.82 expenditure to repair Well 5. Supported by **Colburn**. **ROLL CALL VOTE: Ashbaugh, Colburn, Guild, Hadley, Moore, Rasmussen, Burr. ALL YES: MOTION PASSED 7-0.**
- F. APPROVAL OF \$1600.00 EXPENDITURE FOR ALTA SURVEY:** **Lakamper** reported this survey is in the purchase agreement we have on the sale of the property on Industrial Drive. This company is the only one out of four in the area who responded and was able to do the survey. This is a pretty common price. The surveyor is out of Lakeview. **Burr** asked when they would be able to do the survey. **Lakamper** responded that the other one they can do this week and

this one they will do the beginning of December in order to have it before closing. Motion by **Rasmussen** to approve the \$1600.00 expenditure for the ALTA survey. Supported by **Moore**. **ROLL CALL VOTE: Ashbaugh, Colburn, Guild, Hadley, Moore, Rasmussen, Burr. ALL YES: MOTION PASSED 7-0.**

- G. APPROVAL OF PARCEL SPLIT:** **Lakamper** reported the owner of the old Jorgensen's building owns three parcels in the Village. One parcel has the building on it and two are in the back behind it. They are applying to have these lots split up in a different constellation in order to sell the property with the building to a new buyer. The land application has been approved by the Township Assessor and is in compliance with State law. There are still two parcels in the back lots that will be accessible off from 11<sup>th</sup> street that the original owner will still own. We are not hindering ourselves by allowing the change. **Burr** stated it will probably be a lot better to sell it that way also because that was a tremendous amount of money they were asking for the whole thing. Motion by **Colburn** to approve the parcel split on parcels 041-450-015-00 & 041-450-001-00 owned by Edmore Plaza and located at 1111 East Main Street and vacant land on East Main Street. Supported by **Ashbaugh**. **VOICE VOTE: ALL YES: MOTION PASSED 7-0.**

- H. OATH OF OFFICE FOR NEWLY ELECTED COUNCIL MEMBERS AT DECEMBER 14, 2020 MEETING:** **Burr** reported we are okay to wait until the December 14<sup>th</sup> timeline because of what has happened with our election. Motion by **Burr** to hold the oath of office for the newly elected council members at the December 14, 2020 meeting at 7 p.m. Supported by **Colburn**. **VOICE VOTE: ALL YES: MOTION PASSED 7-0.**

11. **PUBLIC COMMENTS:** None.

12. **COUNCIL COMMENTS:** **Moore:** Sad to see Discount Rental is going out of business. **Burr** agreed it will be sad to see them go because they were a pretty good asset to our town. A lot of people are going to miss them. We wish them the best but don't want to see them go. **Ashbaugh:** This is my last meeting and it's been an interesting many years. I've learned a lot and appreciated a lot. You're doing a good job for Edmore and I know you'll continue, and I wish you all well. **Burr:** We appreciate you, Bonnie, putting in 16 years on the council. That's great. Thank you. We're going to miss you. **Drain:** For you guys that are staying over, don't forget that two wells went down in one month when it comes time to talk about water bills next raise in water rates. Do not forget that because it will come up again. Thanks, Bonnie. Thank you for your service. **Guild:** I had the pleasure of working with the DPW last Saturday and Sunday, and Justin and Jerry. Justin and the guys from the DPW, you have no idea how much they're appreciated. I think we should send a thank you to Andy's dad. He let us borrow some equipment, and Andy's brother let us borrow some equipment. It would have killed us all if we would have had to dig those holes by hand. **Burr** agreed. **Guild:** It was a good day to a day and half. It went really well. Kids were waiting to get on that equipment. I want to thank Aaron and Justin also for picking out the equipment they picked. It turned out really well for the kids. **Burr:** I think the kids will really enjoy it and it looks nice down there, too. I want to thank all of you for doing that and appreciate it very much.

13. **ADJOURNMENT:** Motion by **Rasmussen** to adjourn the meeting. Supported by **Moore**. **VOICE VOTE: ALL YES: MOTION PASSED 7-0**

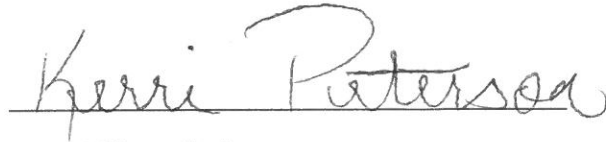
**President Burr** adjourned the meeting at 8:08 p.m.



Village President

Approved for Publication

NEXT MEETING: December 14th, 2020



Village Clerk

As a side note: This meeting was held in person and virtually via Zoom as a convenience due to COVID-19 restrictions.