

**EDMORE VILLAGE COUNCIL  
PUBLIC HEARING / REGULAR SESSION  
UNAPPROVED JOURNAL OF MINUTES  
February 14, 2022**

1. **CALL TO ORDER:** The public hearing / regular session of the Village of Edmore Council was called to order on Monday, February 14, 2022, at 7:00 p.m. by **President Gloria Burr**.
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL:** Members present – **Colburn, Green, Griswold, Moore, Rasmussen, Burr**. Absent – **Guild**. Also present: **Deputy Tanis** – Montcalm County Sheriff's Dept., **Justin Lakamper** – Village Manager, **Shirley Drain** – Village Treasurer, **Kerri Peterson** – Village Clerk.
4. **APPROVAL OF THE AGENDA: VOICE VOTE: ALL YES: MOTION PASSED 6-0.**
5. **PUBLIC HEARING: FISCAL YEAR 2022-2023 BUDGET**

**President Burr closed the Regular Session at 7:03 p.m. and opened the Public Hearing**

**A. PUBLIC COMMENTS:** None.

**B. COUNCIL COMMENTS:** **Lakamper** reported that there were two changes done to the budget as per the council's wishes. Added \$500 to the ELF loan fund for legal fees and we adjusted down revenue in the water fund assuming 3% increase.

**C. ADJOURNMENT OF PUBLIC HEARING**

**President Burr closed the Public Hearing and re-opened the Regular Session at 7:04 p.m.**

6. **PUBLIC COMMENTS: AGENDA ITEMS:** None.
7. **DEPARTMENT REPORTS:**
  - A. POLICE:** **Deputy Tanis** reported. Highlights included on January 31<sup>st</sup>, a report of damage to a building in the 300 block of West Main Street was investigated. The damage included broken windows and damage to the siding. There are no suspects at this time and the deputy will monitor the situation. On January 31<sup>st</sup>, a report of a suspicious person in the 1100 block of East Main Street (Maxfield's Inn) led to the arrest of a 24-year-old Lakeview man. Information given stated there was a vehicle in a business parking lot and had been there for over 30 minutes. The Lakeview man was near the vehicle when the deputy arrived. The man was found to have a contempt warrant out of Big Rapids and was taken into custody.
  - B. FINANCE:** **Burr** reported for Tracy. Been working to prepare the budget and on budget adjustments. Also working on closing out the year.
  - C. DDA:** **Lakamper** reported. The next DDA meeting has been moved to Wednesday March 2<sup>nd</sup>. Like to try to have a meet and greet for the businesses. There are new very active business owners in town. We have had a huge uptick in reservations for the Bag Factory and are almost fully booked for the summer.
  - D. DPW:** **Burr** reported for Andy. Had 2 bull burials at the cemetery. Plowed and salted a couple of times. Working on equipment in the shop. Have started maintenance on picnic tables.
  - E. MANAGERS:** **Lakamper** reported. **Code Enforcement:** The instance of illegal housing in a garage has been resolved. **Developments:** The marihuana and hemp processing plant development on lots 7, 8, 9 began construction and ran into an issue with digging in the area that they wanted. They are now resubmitting plans to move the building location forward into the grass. The DPW will need to cap off underground utilities that run through that lot. They are planning to begin building the end of February. **MME Winter Institute:** I spent 3.5

days in Troy to attend the Michigan Municipal Executives Winter Institute. The conference was informative in both its formal sessions and the informal gatherings during and after. I attended breakout sessions on municipal finance, organizational change, small community issues, and several others. **Ordinance Committee:** Needs to meet to discuss ideas for a vacant building ordinance to address vacant buildings in the downtown area. **Personnel Committee:** Met a couple of times to discuss wage increases. **Police:** Met with the Township to discuss police matters and I will be asking the police committee to meet in the coming weeks. **Park Equipment:** Our replacement shipment of exofit equipment was received even more damaged than the original equipment and we refused delivery. Midwest Recreation will be sending us a third shipment of equipment. The rest of the swings and seesaw have been delivered as well. Installation will be in the Spring. **Planning Commission:** The planning commission will need to meet this month to consider the site plan amendments brought forth by the processing facility. **Burr** asked about the online and credit card payments. **Lakamper** responded that they are waiting on bids to come in and will probably end up using the same company as neighboring communities use.

**F. PRESIDENTS: Gloria Burr:** None.

**8. TREASURER'S REPORT: Shirley Drain**

**A. TREASURER'S REPORT & COMMENTS: Drain:** Books are closed and balanced for January 2022. Economic loans are all paid and up to date. Cash balances look good.

**B. APPROVAL OF PAYMENT OF BILLS: Rasmussen** moved to approve the payment of the bills. Supported by **Griswold**. **ROLL CALL VOTE: YES: Colburn, Green, Griswold, Moore, Rasmussen, Burr. MOTION PASSED 6-0.**

**9. COMMITTEE REPORTS: Personnel Committee: Burr** reported that the Personnel Committee met and discussed different scenarios for wage increases.

**10. APPROVAL OF MINUTES:**

**A. REGULAR COUNCIL MEETING January 10, 2021:** Motion by **Colburn** to accept the minutes as written. Seconded by **Green**. **VOICE VOTE: ALL YES: MOTION PASSED 6-0.**

**B. BUDGET WORKSHOP JANUARY 24, 2021:** Motion by **Rasmussen** to accept the minutes as written. Supported by **Colburn**. **VOICE VOTE: ALL YES: MOTION PASSED 6-0.**

**11. NEW BUSINESS**

**A. APPROVAL OF CURTIS COMMUNITY BUILDING LEASE:** The Nita Curtis Board is proposing a 1-year extension of the lease, ending February 28, 2023, with a couple of changes. Under the current agreement the Village pays \$300 per month towards the building's utility bill. The new contract would raise that to \$400 to offset increased utility costs. The Village also maintains the grounds and manages the rental business for the building in exchange for the office space. Additionally, in the contract the Village was responsible for helping with the Nita Curtis annual audit. Under the new contract this language has been removed as the Nita Curtis Treasurer will be taking over those duties. **Burr** explained a couple of wording changes within the lease agreement. Under 5. Obligations of the Tenant: Provide management of the building; including leasing of the hall, collection of rental fees for the Landlord, scheduling, and clean up at landlord's expense following rental events. Removal of "and clean up at landlord's expense following rental events". Under 6. Shared Responsibilities: Remove the word "use" in – decisions regarding use, maintenance, and upgrades of the building. Everything else remains the same. Motion by **Moore** to approve the Curtis Community Building lease extension. Supported by **Rasmussen**. **VOICE VOTE: ALL YES: MOTION PASSED 6-0.**

- B. APPROVAL OF LAND DIVISION APPLICATION – LAVERNE HANSEN:** **Lakamper** reported that Laverne Hansen, the owner of the property would like to split this property, parcel #041-628-002-00, with a later intention of asking to rezone the newly created parcel to R1 to build a home on it. The assessor is good with it. The zoning is good either way, industrial or residential. Discussion took place on the location of the land and the zoning in the area. **Burr** asked if the Village would be responsible to finish Sheldon Street. **Lakamper** stated that the owner could ask but the Village would not be required. **Moore** asked if the owners would have to use the Village water and sewer. **Lakamper** responded that they would not be required to because they are outside the required footage of within 100' to be hooked to the system. The owners of the property would be responsible for costs incurred to join the Village water/sewer system. **Lakamper** reminded everyone that tonight they are only considering the parcel split, not zoning. **Green** moved to approve the land division application for parcel # 041-628-002-00 for Laverne Hansen. Supported by **Moore**. **ROLL CALL VOTE: YES: Colburn, Green, Griswold, Moore, Rasmussen, Burr. MOTION PASSED 6-0**
- C. RESOLUTION TO HALT AUTOMATIC INCREASE TO SEWER RATES:** The Utility Committee has recommended to halt the automatic CPI increase to sewer rates for the 2022-2023 fiscal year. This is the same thing we did last year. Motion by **Green** to halt automatic sewer rate increase for fiscal year 2022-2023. Resolution 2022-1. Supported by **Rasmussen**. **VOICE VOTE: ALL YES: MOTION PASSED 6-0.**
- D. SETTING WATER RATES FOR FY 2022-2023:** **Green** reported that the Utility Committee recommends not increasing the water rates this year as we have made increases the past 2 years in a row. **Lakamper** stated that they budgeted 3% and we balance with 3% now. If you choose not to raise, I would ask you pass the budget as it is and then go in and adjust it later if needed. **Green** stated that we have a healthy water fund. **Lakamper** went on to explain the table with several different percentage rate raises and discussion was heard. Motion by **Green** to not increase water rates for fiscal year 2022-2023. Supported by **Rasmussen**. **ROLL CALL VOTE: YES: Colburn, Green, Griswold, Moore, Rasmussen, Burr. MOTION PASSED 6-0**
- E. APPROVAL OF WAGE INCREASES:** **Burr** reported the Personnel Committee has met multiple times to discuss possible wage increases for the 2022 budget. The Committee has not been able to give a single recommendation. **Rasmussen** explained that the whole idea was to get our people up to speed. One of the things we want to do is give them an extra \$50 for on-call pay. The Personnel Committee presented 5 options to choose from. **Rasmussen** would recommend Proposal C. Discussion took place among the members on the multiple Proposals and which would be the best fit. Motion by **Colburn** to adopt Wage Increase Proposal C: \$1.00 for DPW and 4% for Finance Director, plus \$50.00 on call pay increase for DPW, plus \$0.50 with CDL. Supported by **Green**. **ROLL CALL VOTE: YES: Colburn, Green, Griswold, Moore, Rasmussen, Burr. MOTION PASSED 6-0**
- F. APPROVAL OF BUDGET ADJUSTMENTS:** **Lakamper** reported a few adjustments to the budget due to larger than anticipated revenue and less expenditures as originally budgeted. **Moore** moved to approve budget adjustments. Supported by **Griswold**. **ROLL CALL VOTE: YES: Colburn, Green, Griswold, Moore, Rasmussen, Burr. MOTION PASSED 6-0**
- G. BUDGET RESOLUTION:** **Lakamper** explained that the budget resolution for the 2022-2023 fiscal year includes the same figures as were discussed at the budget workshop except we lowered the revenue and contractual services expenditures for the Water Fund to accommodate a 3% increase, rather than a 6% increase. We also increased the Economic Development Fund expenditure for legal services by \$500. In the proposed budget, all funds

balance. Motion by **Rasmussen** to accept Budget Resolution Fiscal Year 2022-2023. Supported by **Green**. **ROLL CALL VOTE: YES: Colburn, Green, Griswold, Moore, Rasmussen, Burr.**  
**MOTION PASSED 6-0.**

12. **PUBLIC COMMENTS:** None.

13. **COUNCIL COMMENTS:** None.

14. **ADJOURNMENT:** Motion by **Colburn** to adjourn. Supported by **Moore**. **VOICE VOTE: ALL YES:**  
**MOTION PASSED 6-0.**

**President Burr** adjourned the meeting at 8:20 p.m.

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**Village President**

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**Village Clerk**

**Approved for Publication**

**NEXT MEETING: March 14, 2022**