

**EDMORE VILLAGE COUNCIL  
REGULAR SESSION  
UNAPPROVED JOURNAL OF MINUTES  
August 14, 2023**

1. **CALL TO ORDER:** The regular session of the Village of Edmore Council was called to order on Monday, August 14, 2023, at 7:00 p.m. by **President Gloria Burr**.
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL:** Members present – **Colburn, Griswold, Guild, McParland, Moore, Rasmussen, Burr**. Also present: **Mark Borden** – Village Manager, **Shirley Drain** – Village Treasurer, **Kerri Peterson** – Village Clerk, **Police Chief Tony Keller** – Home Township Police Department
4. **APPROVAL OF THE AGENDA:** **Guild** moved to approve the agenda as printed with exception of Green changed to McParland. Seconded by **Rasmussen**. **VOICE VOTE: ALL YES: MOTION PASSED 7-0.**
5. **PUBLIC COMMENTS: AGENDA ITEMS:** None.
6. **DEPARTMENT REPORTS:**
  - A. **POLICE:** No County Officer. The report from the Montcalm County Sheriff's Office showed 87.5 service hours during which there were 22 total investigations, 0 arrests, 11 traffic stops, 0 citations issued, and 11 verbal warnings issued. Notable event: There were no events that were particularly noteworthy. **McParland** commented that the hours were markedly lower. **Borden** explained that the hours in July were 87.5 and it should be on average around 130. In June it was 260 hours, so it averages out. It won't be the same patrol hours every month. **Chief Keller** introduced himself and reported that he has been working mostly nights lately but will be moving to days also. He has met with Borden, and they are working on the proper steps to enforcing the Village's ordinances moving forward. He asked Borden to make sure the public is notified that ordinances are going to begin being enforced. **Guild** asked what the plan was. **Borden** stated that they are starting with a list of vehicles without license plates. They are going to be verified within the next week and citations will be issued soon after. **Colburn** asked about the apartments. **Chief Keller** stated he has seen vehicles on properties in the Village that have not had a license plate since he started working in the Township about 2 years ago. Discussion took place on how the towing companies work when the vehicle needs towed. **Chief Keller** continued stating the apartment complexes are the hardest to work. There needs to be a point-of-contact person. The Village must first initiate contact with the offender of the ordinance violation. Steps must be taken before police enforcement can take place.
  - B. **FINANCE:** No report.
  - C. **DDA:** Managers report.
  - D. **DPW:** Managers report.
  - E. **MANAGERS:** **Borden** reported he had a Zoom meeting with a software company that provides code enforcement software. It's a standalone system where you can log the calls and other information and I think it will be helpful down the road. You can send letters out to individuals and it tracks every activity and alerts when the next enforcement should take place. Chief Keller and Borden could both access the stand alone to keep up-to-date without having to continuously be in phone contact to see who is doing what. He will get more information on it. DPW has been busy. We had chip sealing this past month and it went really well. There

wasn't any stones pushed out in the sides in the yard. Andy said it went well. The sidewalks went well. They were scheduled to be done in August and the contractor contacted Andy and the project was completed in July. It happened at the same time as they were draining the water tower for inspection. **Drain** asked if she could add something about the sidewalks. Between Gilson and Pine St., they only did half of the block up to the alley. When the bids were made the prices were lower, and when they completed the project they had to stop short of finishing it completely due to they ran out of budgeted money. The sidewalk is very bad the rest of the way to the corner of Pine and go around the corner halfway along the block. With the money we have in local streets, there is no reason to not finish those sidewalks if we can get them back and the council approves finishing the sidewalk job by doing a budget adjustment. Discussion took place. **Borden** stated the quote for this year was \$51 per lineal foot and they did the job for the amount of feet the budget would cover. **Burr** suggested tabling the decision until after Borden gets the details worked out with Andy and gets a quote. We can have a special meeting if needed. **Drain** then asked if we were done with the 10 year contract on the water tower. **Burr** stated the contract has another year. **Borden** will check with Tracy but it's his understanding there is another year left on the contract, but there is another painting coming up. **Borden** went on to say we got our DWAM grant for \$175,000 to investigate our water service lines. Borden and Andy are meeting with Flies and Vandenbrink to discuss the process. They will be going for bids in the fall with work anticipated in winter or early spring. They are going to be investigating 98 locations. That was the determination made by EGLE. That covers everything including training for the DPW. Lakamper has been very helpful to Borden, with some of the things that were ongoing when he left.

- F. **PRESIDENTS: Gloria Burr:** GET (Growing Edmore Together) had a very good turnout this year and they are probably doing it again next year. **Burr** stated she talked to them about maybe next year not scheduling it the same time as other events going on in the community like the Jamboree at the VFW. **Guild** suggested sending GET a letter thanking them. **Burr** agreed and **Borden** is taking care of it.

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

- A. **TREASURER'S REPORT & COMMENTS: Drain:** Books for July 2023 are closed, reconciled, and balanced with the bank. Cash balances look good. All ELF loans are current.
- B. **APPROVAL OF PAYMENT OF BILLS: McParland** moved to pay the bills for July. Supported by **Moore**. **ROLL CALL VOTE: YES: Colburn, Griswold, Guild, McParland, Moore, Rasmussen, Burr. MOTION PASSED 7-0.**

8. **COMMITTEE REPORTS:** Police Committee met. The Ordinance Committee needs to meet to start on the ordinances. There are some that need to be updated.

9. **APPROVAL OF MINUTES:**

- A. **REGULAR COUNCIL MEETING July 10, 2023: Rasmussen** asked why the DDA has not had a meeting. Discussion took place on the DDA. Motion by **Colburn** to approve July 10, 2023, minutes. Seconded by **Griswold**. **VOICE VOTE: ALL YES: MOTION PASSED 7-0.**

10. **NEW BUSINESS**

- A. **APPOINT MARK BORDEN ZONING ADMINISTRATOR:** New Business A. and B. were combined for the motion and vote.
- B. **APPOINT MARK BORDEN STREET ADMINISTRATOR:** Motion by **Guild** to remove Justin Lakamper and add Mark Borden as Zoning Administrator and Street Administrator. Seconded by **Rasmussen**. **VOICE VOTE: ALL YES: MOTION PASSED 7-0.**

- C. BS&A PROPERTY TAX SOFTWARE DISCUSSION:** The Village is required to purchase property tax software to print our own taxes rolls, as the Township is no longer taking care of printing these for us. If the Township were still interested in printing them, they still can but the Village must hold the license for the software. The software is \$2975 and then \$595 yearly. Some discussion took place. **Guild** moved to purchase the BS&A property tax software. Seconded by **McParland**. **ROLL CALL VOTE: YES: Colburn, Griswold, Guild, McParland, Moore, Rasmussen, Burr. MOTION PASSED 7-0.**
  - D. FIREWORKS PERMIT APPLICATION – NEW SITE PROPOSED:** **Guild** moved to accept the state permit for fireworks for the Potato Festival. Supported by **Moore**. **ROLL CALL VOTE: YES: Colburn, Griswold, Guild, Moore, Rasmussen, Burr. NO: McParland. MOTION PASSED 6-1**
  - E. SIGN DISCUSSION – INDUSTRIAL PARK (REPLACE OLD SIGN):** There was a sign that was damaged and was never replaced showing the businesses on Industrial Drive. Discussion took place on where to get the sign and what type. Borden will get prices on a new sign and samples for the council.
  - F. WATER/SEWER CONNECTION FEES – NEW FEE SCHEDULE PROPOSAL:** Discussion took place about our connection fees being outdated and they need to be updated. Motion by **Guild** to raise the current connection fee for water and for sewer, each one from \$125 to \$250 residential, and from \$125 to \$500 commercial. Seconded by **McParland**. **ROLL CALL VOTE: YES: Colburn, Griswold, Guild, McParland, Moore, Rasmussen, Burr. MOTION PASSED 7-0.**
11. **OLD BUSINESS:**
- A. DISCUSS ZONING CHANGE REQUEST. PROPOSED NEW STORAGE FACILITY:** Discussion took place on the proposed plan for the property with the owner, Austin Myers. **Myers** spoke to the council on the placement of the storage facility he would like to build stating it would be where the old football field is currently and where the driveway would be. He also explained his property line from the Endeavor Center. He stated that with it being zoned residential currently, he can't store anything there. The only thing he can do is mow it. B2 would allow him to start his business. He stated he also has no problem working with the Potato Festival to allow them to utilize his property to hold bigger events in the future. Discussion took place among the board to make sure it wasn't spot zoning and about the surrounding properties. This rezoning process started on 11-24-2021, a public hearing was held on 1-10-22, and a Drain Easement was granted on 6-9-2023. Motion by **Colburn** to approve the rezoning of Parcel #041-210-013-10 from R1 to B2. Supported by **McParland**. **ROLL CALL VOTE: YES: Colburn, Griswold, Guild, McParland, Moore, Rasmussen, Burr. MOTION PASSED 7-0.**
12. **PUBLIC COMMENTS:** The Kenyon's, Luke and Alyssa, were present and spoke to the council on a situation that happened on their property at 204 S. 2<sup>nd</sup> Street. Alyssa requested a drain plan of action from the Village to clean and maintain their drains. She stated they had personally cleaned the curb at their property and uncovered a drain that had not been uncovered in at least the 5 years they have owned the property as it was under feet of mud and sod, and that they had been having problems with their property not draining properly. Discussion took place between the board and the Kenyon's about the drain, fences, and yard bags. The board assured them that they will investigate the issues that were brought to them about the drains, and they are also working on ordinances.
13. **COUNCIL COMMENTS:** **McParland** reported the VFW Auxiliary thanks the Village for putting the Hometown Hero flags back up and were hoping that the Village would consider keeping them up longer than the 3-year period. It is still continuing, and people can go directly to YCI to purchase them and the bracket. **Guild** asked about the handicap parking spots that were approved for

downtown. We talked about in front of the post office and one on the side of the bank. He also asked about park equipment that never got put up. Discussion took place about the equipment that had been sent back several times due to damage and what was delivered to be put up. **Rasmussen** asked about the knotweed spraying. There is still some by the Mason Hall and behind the radiator shop in the alley. **Moore** asked about the growers/greenhouses cleaning up their properties from their construction.

14. **ADJOURNMENT: Moore** moved to adjourn. Supported by **Griswold**. **VOICE VOTE: ALL YES: MOTION PASSED 7-0.**

**President Burr** adjourned the meeting at 9:05 p.m.

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**Village President**

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**Village Clerk**

**Approved for Publication**

**NEXT MEETING: September 11, 2023**