

**EDMORE VILLAGE COUNCIL
PUBLIC HEARING / REGULAR MEETING
UNAPPROVED JOURNAL OF MINUTES
June 12, 2023**

1. **CALL TO ORDER:** The Public Hearing / Regular Meeting of the Village of Edmore Council was called to order on Monday, June 12, 2023, at 7:02 p.m. by **President Gloria Burr**.
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL:** Members present – **Colburn, Griswold, Guild, McParland, Moore, Rasmussen, Burr**. Also present: **Shirley Drain** – Village Treasurer, **Kerri Peterson** – Village Clerk, **Deputy Evans** – Montcalm County Sheriff's Office.
4. **APPROVAL OF THE AGENDA:** **Guild** moved to approve the agenda with addition of **E2: Resolution for Charitable Gaming License. Seconded by Rasmussen. VOICE VOTE: ALL YES: MOTION PASSED 7-0.**
5. **PUBLIC COMMENTS: AGENDA ITEMS:** None.

President Burr closed the regular meeting and opened the public hearing at 7:04 p.m.

6. **PUBLIC HEARING: VARIANCE REQUEST: (NO REQUEST FOUND)**
 - A. **PUBLIC COMMENTS:**
 - B. **COUNCIL COMMENTS:**

President Burr closed the public hearing and re-opened the special meeting at 7:05 p.m.

7. **DEPARTMENTAL REPORTS:**
 - A. **POLICE: DEPUTY EVANS:** **Deputy Evans** reported in the month of May there were 170 Hours Logged. There were 31 Total Investigations with 2 Total Arrests. There were 42 traffic Stops, 0 Citations Issued, and 42 Verbal Warnings Issued. Notable events included on May 1st; a retail fraud investigation was initiated. A 44-year-old Stanton woman was seen putting items into her purse while at a business in the 500 block of East Main Street. The woman was interviewed and found to have several items in her purse. A report was sent to the prosecutor's office for a review. The woman has been charged with retail fraud and is awaiting court.
 - B. **FINANCE:** **Burr** reported that **Tracy** received the Audit. She has been working with Justin to finish up any loose ends in the office, and she finished the water consumer confidence report. **Drain** stated that she had also gone over the Audit, and it is good. A routine audit. Clean. It's not necessary to have Darcy attend a meeting.
 - C. **DDA:** **Burr** reported the DDA purchased the planters and they have been placed downtown. They were planted by Vicki Moulter and the DPW has been watering them. The next DDA meeting is set for June 14th, where they will discuss purchasing ore planters so that they can have 2 planters on each block. **Guild** was concerned that the reservoir in the new planters doesn't seem to be working correctly and it's not allowing the water to suck up into the dirt like it's intended to. Some discussion took place on the types of flowers used and the hopes are they get big and look nice in the new pots.
 - D. **DPW:** **Burr** reported for **Andy**. We had 2 cremains and 2 full burials. We poured foundations for the season. Painted lines on the new parking lot at the park. We put the flowerpots out downtown and have been watering them. We also hung the Veteran's banners and American flags.

E. MANAGER: Lakamper presented a report before he left on June 8th. Highlights included **Audit:** We received the audit this week and it was included in the council packets for review. **Committees: Police:** The police committee met with members of the Township board to discuss the code enforcement contract. During that meeting we also discussed working towards a joint department. There was a willingness on both sides to continue that conversation and all agreed that the contract would be a first step towards working toward that goal. Now that both sides have met and expressed a willingness to pursue that project, regularly scheduled meetings between the police committee and the Township should continue. **Road and Sidewalk:** Petersheim Construction has been contacted about replacing sidewalks this summer. He is ready and able to do a sidewalk project for the Village this construction season. Andy and I identified one and a half blocks on Gilson and Third Street, that would be good candidates for total replacement. If the committee would like to have input on sidewalk selection, organize a meeting with Andy, otherwise the sidewalks identified can be put on the next agenda for approval and Andy can handle coordination with Petersheim. **DWAM Grant:** Flies will be handling the bidding process for the DWAM grant. This can take place at any time between now and next year. **DWRSF Loan/Grant:** The application was submitted on June 1st. **First Friday's:** They have now had two successful events downtown. They have had food trucks and music for families to enjoy. There have not been huge turnouts yet, but it is still in the early days for them. Their next event will have the Dueling Pianos band and they expect a bigger turnout. The only complaint we have received is from resident Almy Moore, who lives at 126 S. Fourth St. His home is on the corner of Fourth St. and Gilson. He has discovered a discrepancy between the permit that was passed, and the discussion that was had during the passing of that permit. During the discussion I stated they would close Fourth Street between M-46 and the alley, whereas the permit, which was approved, requested to close Fourth Street from M-46 to Gilson. There have been many discussions with him about the issue. A copy of the permit has been given to Chief Keller and he is aware of the situation. **Interim Period:** Please do not hesitate to reach out to me with any questions or issues that you might have gone forward. **Parking Lot at Curtis Park:** The parking lot at the park has been installed. The DPW lined the area and will be seeding the grass around it. We marked the lines so that there is a 20' parking space and a 4' walkway at the top so that everyone can access the walkway to the pavilion. **Thank you:** I just wanted to take one last opportunity to thank all of you for having given me this opportunity. I have learned a ton about this profession, and I would not have been able to take this next step without my experiences here. Beyond that, I have really enjoyed working with and getting to know each of you. I also want to thank you for welcoming me into your community and supporting me along the way. I consider all of you and many in the community my friends and I hope to remain in touch.

F. PRESIDENT: GLORIA BURR: None.

8. TREASURER'S REPORT: SHIRLEY DRAIN:

- A. TREASURER'S REPORT & COMMENTS:** Drain reported the books for May are closed and balanced and reconciled with the bank. We were 20 cents off, but the error was found. Cash balances look fine. ELF loans are all current.
- B. APPROVAL OF PAYMENT OF BILLS:** McParland moved to pay the bills. Supported by Colburn.
- ROLL CALL VOTE: YES:** Colburn, Griswold, Guild, McParland, Moore, Rasmussen, Burr.
- MOTION PASSED 7-0** (Check with Tracy and Andy on the mowing bill for old Hitachi property. Is it the DPW property?)

9. **COMMITTEE REPORTS:** Report later in agenda

10. **APPROVAL OF MINUTES:**

- A. **REGULAR COUNCIL MEETING MAY 08th, 2023:** Motion by Guild to accept the minutes as written. Supported by Rasmussen. **VOICE VOTE: ALL YES: MOTION PASSED 7-0**
- B. **SPECIAL COUNCIL MEETING MAY 17th, 2023:** Motion by Griswold to accept the minutes as written. Supported by McParland. **VOICE VOTE: ALL YES: MOTION PASSED 7-0**
- C. **SPECIAL COUNCIL MEETING MAY 23rd, 2023:** Motion by Rasmussen to accept the minutes as written. Supported by Moore. **VOICE VOTE: ALL YES: MOTION PASSED 7-0**

11. **NEW BUSINESS:**

- A. **APPROVAL OF BIGG CANNA (FORMERLY MITTEN MEDS) MARIHUANA LICENSE RENEWAL:**
According to Lakamper's report, Mitten Meds has held a recreational class C grower license with the Village since May of 2021. They also purchased the land on which their building sits from the Village. They are up for their annual renewal, and they have reported that they have brought on a few minority investors, put their license into a new entity called Bigg Canna, which is owned by Mitten Meds of which the applicants are owners. The building is also owned by the entity Mitten Investments of Edmore, which is leasing the building to Bigg Canna. **Jarred Biggs** of Bigg Canna, reported to the Council on the status of the business. He stated that they have had many setbacks that have slowed progress, but they are getting their certificate of occupancy on Thursday, June 15th, 2023, and they should have their final permits from the State to begin operation within 30 – 60 days. Landscaping is scheduled to begin in about a month. **Motion by Guild to approve Bigg Canna of Edmore, LLC (Formerly Mitten Meds) marihuana license renewal. Supported by McParland. ROLL CALL VOTE: YES: Colburn, Griswold, Guild, McParland, Moore, Burr. NO: Rasmussen. MOTION PASSED 6-1**

A2. APPROVAL OF MDOT PERFORMANCE RESOLUTION: The MDOT requires that each municipality that works in the MDOT right of way from time to time pass a standard performance resolution. They have informed us that the Village's current performance resolution is out of date, and you must pass a new one. This is a standard performance resolution that outlines the responsibility of the Village for working in the State's right-of-way. **Motion by McParland to accept the MDOT performance resolution. Supported by Colburn. ROLL CALL VOTE: YES: Colburn, Griswold, Guild, McParland, Moore, Rasmussen, Burr. MOTION PASSED 7-0**

- B. **APPROVAL HIRING TEMPORARY OFFICE ASSISTANT:** In the absence of a Village Manager, the office is requesting that the position of Office Assistant be temporarily reinstated until a new manager is in place to allow for additional help with answering phones, taking payments, and being available when Tracy needs to leave the office. Phil Garcia currently works from home 20 hours per week for the DDA. Phil can come into the Village office and work his 20 hours for the DDA paid for by them, and an additional 12 hours for the Village paid for by the Village, for a total of 32 hours per week at the Village office. **Motion by Guild to hire Phil Garcia for the position of Temporary Office Assistant for up to 12 hours a week, at an hourly pay rate of \$16.00 per hour. Seconded by McParland. ROLL CALL VOTE: YES: Colburn, Griswold, Guild, McParland, Moore, Rasmussen, Burr. MOTION PASSED 7-0**
- C. **APPROVAL PURCHASE OF ZERO TURN LAWN MOWER:** The Village currently has three zero turn mowers. One that is functional and two that are not. Therefore, the DPW would like to purchase one new 48" zero turn mower and sell the two older mowers, bringing them back to having two functional zero turn mowers for the cemetery. **Motion by Rasmussen to**

approve the purchase of a Kubota Z242kw-48 for \$6,370 from Kevin Robinson Equipment in Lakeview and to authorize the DPW to sell the Husqvarna 4217 and John Deere z645.. Supported by Griswold. ROLL CALL VOTE: YES: Colburn, Griswold, Guild, McParland, Moore, Rasmussen, Burr. MOTION PASSED 7-0

- D. **DISCUSSION OF LAW AND CODE ENFORCEMENT CONTRACT WITH HOME TOWNSHIP:** We were able to come to an agreement with the Township to start a relationship in the form of a contract for code enforcement and dedicated law enforcement coverage for 10 hours per week, at an annual cost of \$22,000. This contract has been reviewed by the police committee and the Township and has the support of both groups. The same contract presented here is also being presented at the Township's meeting Monday, June 12th for approval. Since the Village's current contract with the County provides 40 hours of weekly coverage, we are also proposing to reduce the County contract to 30 hours of weekly coverage, which the Sheriff agrees with. If you decide to lower the County contract to 30 hours per week, this will reduce that cost by \$20,000 annually, leaving only a \$2000 increase in cost to the General Fund. **Guild** reported they had a good talk with the Township. Lakamper drew up a code enforcement contract with Home Township. It's a good place to start and maybe somewhere soon we can have a joint police department with them. Some discussion took place on how the hours would work with the Township and the County. **Motion by McParland to approve the Law and Code Enforcement Services Agreement with Home Township and to authorize Village President Gloria Burr as the designated signer. Seconded by Rasmussen. ROLL CALL VOTE: YES: Colburn, Griswold, Guild, McParland, Moore, Rasmussen, Burr. MOTION PASSED 7-0**

- E. **DISCUSSION OF LOWERING LAW ENFORCEMENT CONTRACT WITH MONTCALM COUNTY:** Discussion took place on the contract with Montcalm County, during the discussion on the contract with Home Township. **Motion by Guild if the contract is accepted between Home Township and the Village, for our code enforcement contract for 10 hours per week, we will amend the law enforcement contract with Montcalm County from 40 hours down to 30 hours and to authorize Village President Gloria Burr as the designated signer. Supported by Rasmussen. ROLL CALL VOTE: YES: Colburn, Griswold, Guild, McParland, Moore, Rasmussen, Burr. MOTION PASSED 7-0**

E2. RESOLUTION FOR CHARITABLE GAMING LICENSE: Tabled pending completed application.

Burr closed the regular meeting and opened the Closed Session at 7:52 p.m.

- F. **CLOSED SESSION:** To discuss applicants for the position of Village Manager under section 8(f) of the Open Meetings Act. Discussion took place and 4 applicants were chosen for interview. **Burr closed the closed session and re-opened the regular meeting at 8:16 p.m.**

Motion by Burr to hold a special meeting on Monday, June 26th, 2023, at 6 p.m. to conduct interviews with the four chosen potential candidates for Village Manager. Supported by Moore. VOICE VOTE: ALL YES: MOTION PASSED 7-0

12. **PUBLIC COMMENTS:** None.

13. **COUNCIL COMMENTS:** None.

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

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

Village President

Village Clerk

Approved for Publication

NEXT MEETING: July 10, 2023