

**EDMORE VILLAGE COUNCIL
REGULAR SESSION
UNAPPROVED JOURNAL OF MINUTES
November 13, 2023**

1. **CALL TO ORDER:** The regular session of the Village of Edmore Council was called to order on Monday, November 13, 2023, at 7:00 p.m. by **President Gloria Burr**.
(Burr lost her voice, voted thumbs up or down. Colburn led the meeting)
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, **Deputy Evans** - Montcalm County Sheriff's Department
4. **APPROVAL OF THE AGENDA:** **McParland** moved to approve the agenda with the addition of 10. E. under new business. Seconded by **Rasmussen**. **VOICE VOTE: ALL YES: MOTION PASSED 7-0.**
5. **PUBLIC COMMENTS: AGENDA ITEMS:** None.
6. **DEPARTMENT REPORTS:**
 - A. **POLICE:** Deputy Evans reported activity included 111.5 Total Hours. Total investigations 25. Total arrests 0. Traffic stops 11. Citations issued 0. Verbal warnings issued 11. Miles of patrol 1168. Notable events included October 12th; a larceny was reported. The victim suspected it occurred when parked at a business in the 500 block of East Main Street. The victim's 2024 registration plate tab was removed from her vehicle. There are no suspects at this time.
 - B. **CODE ENFORCEMENT:** Chief Keller's report included ordinances enforced: 37, vehicles with no registration: 28, blight: 3, dogs at large: 6, citations issued: 0. Borden reported that most of the 28 vehicles with no registration have been addressed and a few have made contact to make arrangements. There are approximately 20 properties in violation of the blight ordinance. Some moderate and some heavy. By December 1st, everyone identified will have been notified and citations will be issued in mid to late December.
 - C. **DDA:** No meeting. Need a meeting set up there are things that need discussed.
 - D. **DPW:** Managers report.
 - E. **MANAGERS:** **Borden** reported on **Committees:** No committees met. **Developments: Home Township Fire Barn** - It is coming along. **Family Dollar** – Open for business. **Dollar General** – There is a problem with the title work for the property. Construction has been delayed until the spring of 2024. **Code Enforcement: Vehicles** – Mentioned above in 6B. **Blighted properties** – Mentioned above in 6B. **DPW Activities:** Borden and Andy spent a lot of time reviewing over 50 applications and interviewing to hire our two new DPW employees, Tim Hockstra and Gus Rios. Along with everyday work items, Andy trained both new employees, and they worked on brush chipping, leaves, minor hydraulic repair to the boom of the leaf vac, replace rear window of the tractor from a rock thrown by the leaf vac (no one was injured), water valve maintenance for the main valve to the trailer park, and a lift station emergency alarm response @1am. Float was stuck. Timmy and Andy both responded. Minor repair. Borden added the owners of the trailer park are planning to put in their own water shut off valve in the spring, so the DPW doesn't have to turn it off every time something needs to be done in the trailer park. They currently must pay to have it turned on and off by the DPW. **Manager Daily Activities:** Along with daily activities, continued discussion with engineers/planners related to the Master Plan completion. Attended the Women's Club

dinner held to honor all Edmore businesses. It was well received with about 75 attending. It was good for the community. Reviewed contractor bids for the upcoming DWAM project. Met with Chief Keller a few times to discuss problem areas, and investigated blight violations, several trips, multiple days. 315 S. Fifth Street is still a major problem. Discussion took place and it was suggested that maybe it is time to ticket the tenant, and/or the property owner of the rental for ordinance violation. This has been going on for at least 3 or 4 years. It was suggested that the owner could be waiting for a reason to evict them, and a ticket would be a reason.

F. PRESIDENTS: Gloria Burr: None.

7. TREASURER'S REPORT: Shirley Drain

A. TREASURER'S REPORT & COMMENTS: Drain: Books for October 2023 are closed, reconciled, and balanced with the bank. Cash balances look very good. All ELF loans are current. MAKs came in and asked for a copy of their payment schedule. Drain talked to Tracy about putting some money from the general fund cash into a CD, at least for six months over the winter, as it is currently very healthy. If it's worthwhile to do it. Tracy is going to check into that. There was a question on a cleaning bill being paid a year in advance from the DDA. It was determined later that it is from a yearly contract on the elevator.

B. APPROVAL OF PAYMENT OF BILLS: Motion by Griswold to pay the bills. Seconded by Rasmussen. ROLL CALL VOTE: YES: Colburn, Griswold, Guild, McParland, Moore, Rasmussen, Burr. MOTION PASSED 7-0.

8. COMMITTEE REPORTS: No committees met.

9. APPROVAL OF MINUTES:

A. REGULAR COUNCIL MEETING October 09, 2023: Motion by Rasmussen to accept the October 09, 2023, minutes. Seconded by Moore. VOICE VOTE: ALL YES: MOTION PASSED 7-0.

10. NEW BUSINESS

A. RESOLUTION TO ADOPT MONTCALM COUNTY'S HAZARD MITIGATION PLAN: The Village does not currently have a Hazard Mitigation Plan in case of emergencies. Without this plan the Village would not qualify for any FEMA monies in case of disaster. **Motion by Guild to adopt Resolution - 2023 Montcalm County's Hazard Mitigation Plan. Seconded by Griswold. ROLL CALL VOTE: YES: Colburn, Griswold, Guild, McParland, Moore, Rasmussen, Burr. MOTION PASSED: 7-0.** It was suggested that this resolution be placed in the Village's Policies and Procedures for future reference.

B. DWAM PROJECT – AWARD PLUMMER'S ENVIRONMENTAL EXCAVATION CONTRACT BASED ON BID REVIEW AND RECOMMENDATION FROM FLEIS AND VANDENBRINK: Some discussion took place on the various quotes. **McParland moved to award the contract for the DWAM project to Plummer's Environmental Services in the amount of \$33,292. Seconded by Rasmussen. ROLL CALL VOTE: YES: Colburn, Griswold, Guild, McParland, Moore, Rasmussen, Burr. MOTION PASSED 7-0.**

C. PFAS CLASS ACTION LAWSUIT DISCUSSION: Borden reported we had one test come back with trace amounts of PFAS near Well 3 by the sub-station. No cause to sue anyone. EGLE doesn't foresee us needing to do anything. If we do nothing, we are automatically included in the lawsuit, or we can opt out and sue someone later. Borden recommends doing nothing as there is no reason to opt out. Discussion took place and they agreed to do nothing.

D. INTRODUCE PASER RATINGS PROPOSAL (DISCUSSION ONLY – NO ACTION REQUIRED): **Borden** reported that PASER is Pavement Surface Evaluation and Rating Assessment. Fleis and

VandenBrink can do this study for us by assessing our road surfaces and its corresponding Street Capital Improvement Plan. They would offer a plan and projects for the Village streets for over the next ten years and should be updated regularly. Discussion took place and it was determined that Andy currently determines what needs to be done to our streets and does a very good job. No changes will be made.

- E. MASTER PLAN – UPDATE AND DISCUSSION OF CURRENT PROPOSAL:** The original Master Plan budget was for \$17,900. The Village has previously been invoiced \$15,000, leaving a balance of \$2,900. This was through 2021. To bring it up current to 2024 the cost would increase by \$3000. **Motion by Guild to update our Master Plan with Fleis and VandenBrink through 2024 at an additional contract amount of \$3000. Seconded by McParland. ROLL CALL VOTE: YES: Colburn, Griswold, Guild, McParland, Moore, Rasmussen, Burr. MOTION PASSED 7-0.**

11. OLD BUSINESS:

- A. DISCUSS DESIGN AND PRICE OPTIONS FOR EDMORE INDUSTRIAL PARK SIGN:** Viking Sign Solutions lowered their price for the sign, and none of the other sign businesses responded back. **Motion by McParland to accept Viking Sign Solutions sign contract for \$4155 installed. Seconded by Griswold. ROLL CALL VOTE: YES: Colburn, Griswold, Guild, McParland, Moore, Rasmussen, Burr. MOTION PASSED 7-0.**

12. **PUBLIC COMMENTS:** None.

13. **COUNCIL COMMENTS:** None.

14. **ADJOURNMENT:** **Motion by Rasmussen to adjourn. Seconded by Burr. VOICE VOTE: ALL YES: MOTION PASSED 7-0.**

President Burr adjourned the meeting at 8:02 p.m.

Village President

Village Clerk

Approved for Publication

NEXT MEETING: December 11, 2023