

**EDMORE VILLAGE COUNCIL
REGULAR SESSION
UNAPPROVED JOURNAL OF MINUTES
October 09, 2023**

1. **CALL TO ORDER:** The regular session of the Village of Edmore Council was called to order on Monday, October 09, 2023, at 7:01 p.m. by **President Gloria Burr**.
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL:** Members present – **Colburn, Griswold, Guild, McParland, Rasmussen, Burr**. Absent – **Moore**. Also present: **Mark Borden** – Village Manager, **Shirley Drain** – Village Treasurer, **Kerri Peterson** – Village Clerk
4. **APPROVAL OF THE AGENDA:** **Guild** moved to approve the agenda. Seconded by **Griswold**. **VOICE VOTE: ALL YES: MOTION PASSED 6-0.**
5. **PUBLIC COMMENTS: AGENDA ITEMS:** None.
6. **DEPARTMENT REPORTS:**
 - A. **POLICE:** No officers present. The County sent a report from August. Activity included 122 Total Hours. Total investigations 17. Total arrests 1. Traffic stops 28. Citations issued 1. Verbal warnings issued 27. Miles of patrol 1070. Notable events included on August 12th; an indecent exposure complaint was filed. The complainant indicated he saw a man walking near the intersection of Pine and Maple Streets. As the complainant dove by the man, the man lowered his shorts, exposing himself to the complainant. The complainant said he circled the block, and the man did it again. The suspect was seen walking into a nearby apartment. The suspect was identified as a 53-year-old man from Cedar Springs. The prosecutor has reviewed the case and charges are pending. The Township report included Ordinances Identified: 37, Vehicles with no Registration: 28, Blight: 3, Dog at Large: 6, and Citations issued: 0. All violations have been submitted to the Village Manager for further action. No citations have been issued due to the Village still working on letters for the violations.
 - B. **CODE ENFORCEMENT:** Managers report.
 - C. **DDA:** Managers report.
 - D. **DPW:** Managers report.
 - E. **MANAGERS:** **Borden** reported the iPad was delivered and needs to be set up. Will need connected to the Village email. There is a new house being built on Second Street, and there are new managers for the trailer park. **Committees:** The **Police Committee** met to discuss Code Enforcement. Dave Kelsey, Code Enforcement official for Home Township shared his efforts to deal with blight and code enforcement. The **Personnel Committee** met to discuss the staffing level for the DPW. **Developments:** **Home Township Fire Barn** - As of 10-4-23 the floor is poured, and the shell is up including the trusses. We had a noise complaint the day the cement was poured early in the morning. **Borden** would like to see construction start later in the morning due to noise. **Family Dollar** – Scheduled to open September 18th. **Dollar General** – No start date. Anticipate starting in the next few weeks. **Code Enforcement:** There were originally 25 vehicles in violation of our ordinance for license plate/registration violations. Residents were contacted in person or via letter. 20 letters were sent. On October 2, 2023, Chief Keller made a final sweep of all 25 locations. Of the 25 violations, 20 have been corrected and 5 are still in violation. Of the 5 remaining, one resident is making repairs to the vehicle to offer it for sale. The repair work was observed by Keller. Another resident asked for

a week or two to get the vehicle removed from their property. Beginning 10-10-23, contact will be attempted by Borden to the remaining violators in person. If contact is not made a letter will be sent giving them 10 days to comply with the understanding that a citation will be issued beyond that time for non-compliance. Keller will issue citations. **Blighted properties** - Chief Keller gave a list of 18 properties that were potentially in violation of our blight ordinance. Some properties are in clear violation and will be addressed. Several other properties appear to have junk or trash which is being stockpiled for fall clean-up. Beginning 10-16-23, the Monday after all clean-up, Borden will observe these properties and those in violation will receive a verbal communication, a door tag notifying the violation, a letter, or a combination of all three. If compliance is not evident in the time allowed, they will get a second notice/warning followed by a citation after 10 days. Keller will issue a citation. **DPW Activities:** Potato Festival – set up and tear down and help as needed. Sewer flushing. Cemetery foundations. Equipment prep for leaf season. Administrative functions for hiring a new DPW employee. Sidewalk addition on 3rd and Pine. Asphalt patch for water main break on Fifth Street.

F. PRESIDENTS: Gloria Burr: Potato Festival went great. Getting better every year. Fall clean-up is Saturday, October 14th.

7. TREASURER'S REPORT: Shirley Drain

A. TREASURER'S REPORT & COMMENTS: Drain: Books for September 2023 are closed, reconciled, and balanced with the bank. Cash balances look very good. All ELF loans are current.

B. APPROVAL OF PAYMENT OF BILLS: McParland moved to pay the bills. Seconded by Rasmussen. ROLL CALL VOTE: YES: Colburn, Griswold, Guild, McParland, Rasmussen, Burr. MOTION PASSED 6-0.

8. COMMITTEE REPORTS: Police and Personnel Committee met. Details on both later in agenda.

9. APPROVAL OF MINUTES:

A. REGULAR COUNCIL MEETING September 11, 2023: McParland moved to accept the September 11, 2023, minutes. Seconded by Griswold. VOICE VOTE: ALL YES: MOTION PASSED 6-0.

10. NEW BUSINESS

A. LAND DIVISION APPLICATION – MATTHEW ROMASHKO, ATTORNEY: This division request was made by attorney Matthew Romashko on behalf of the estate of Arthur C. Buskirk. The division has been approved by Caitlin Zelma, assessor, after easement revisions were made to ensure there were no landlocked parcels. This revision was made by Caitlin in coordination with Matthew. Attorney Romashko was present to answer questions. Discussion took place on possible future rezoning of the property. **Motion by Colburn to approve the land division application for parent parcel number 041-280-100-00. Seconded by McParland. ROLL CALL VOTE: YES: Colburn, Griswold, Guild, McParland, Rasmussen, Burr. MOTION PASSED: 6-0.**

B. PINNACLE MARIJUANA RENEWAL APPLICATION: Pinnacle submitted their renewal application complete with all required documents and attachments. There are no changes to the ownership or business model and plan. The renewal fee has been paid and the application has been approved by the Edmore Zoning Administrator. **McParland moved to approve the Pinnacle marijuana renewal application. Supported by Colburn. ROLL CALL VOTE: YES: Colburn, Griswold, Guild, McParland, Burr. NO: Rasmussen. MOTION PASSED 5-1.**

C. WELLHEAD PROTECTION PLAN: The Village of Edmore does not currently have a Wellhead Protection Plan in place. Kelly Hon, MRWA, recently completed a plan for the Village of

Lakeview at no cost to the village due to federal funding available to MRWA. (Michigan Rural Water Association). The Village of Edmore is a member of MRWA and we would be entitled to the federal funding and a no-cost plan provided by MRWA. There are multiple reasons to have a plan in place, but one big reason is tied to future funding for the village. Having a wellhead protection plan in place can add up to 15 points for a community's grant application. The cost for the plan is \$12,000 or more if outside consultants are used. Borden recommends moving forward with a wellhead protection plan through MRWA. Discussion took place, and the council is okay with the protection plan as long as it's not costing the Village anything.

- D. HOLIDAY LIGHTS CONTRACT:** Renewal contract for holiday lighting. **Motion by McParland to approve the agreement with Hometown Decoration and Display for our Christmas decorations, with the change of the date of the contract from February 2023 to October 2023. Supported by Guild. ROLL CALL VOTE: YES: Colburn, Griswold, Guild, McParland, Rasmussen, Burr. MOTION PASSED 6-0.**
- E. PFAS CLASS ACTION LAWSUIT DISCUSSION (NO ACTION NEEDED IN OCTOBER):** The Village must decide by early December 2023 to participate in the lawsuit or opt-out. Tabled.
- F. DPW STAFFING LEVEL:** Colburn reported for the Personnel Committee stating they would like to hire a 4th DPW employee. There is too much work for 3 people and with a 4th, it eases the workload for all of them. Eliminating the contract with Johnson's for mowing and snow plowing would cover about half of the 4th employee's wages. **Motion by Guild to hire a 4th DPW employee at a starting wage of \$17.50 per hour with no CDL or \$18.50 per hour with a CDL. Seconded by Griswold. ROLL CALL VOTE: YES: Colburn, Griswold, Guild, McParland, Rasmussen, Burr. MOTION PASSED 6-0.**

11. **OLD BUSINESS:**

- A. DISCUSS DESIGN AND PRICE OPTIONS FOR EDMORE INDUSTRIAL PARK SIGN:** Discussion took place on the three quotes presented to the board. It was decided to take a specific design back to YCI and ask them to give a quote using comparable materials to another quote that was received from Viking Sign Solutions in Howard City. A special meeting will be held if needed, to vote on the sign.

12. **PUBLIC COMMENTS:** None.

13. **COUNCIL COMMENTS:** Guild asked Borden if a CDL is required for municipalities, within the Village limits. Borden stated that he has not received a clear answer to it. Andy was going to check into it also.

14. **ADJOURNMENT:** Motion by Rasmussen to adjourn. Seconded by Griswold. VOICE VOTE: ALL YES: MOTION PASSED 6-0.

President Burr adjourned the meeting at 8:48 p.m.

Village President

Village Clerk

Approved for Publication

NEXT MEETING: November 13, 2023