

APPROVED MINUTES
MANCHESTER VILLAGE COUNCIL
DECEMBER 5, 2016
7:00 PM Village Room

President Vaillencourt called the regular meeting of the Manchester Village Council to order at 7:00 P.M. with the Pledge of Allegiance to the Flag. Council members present: DuRussel, Way, Chartrand, Andrews, Woods and Vaillencourt. Council members absent: Dresch. Also present were Manager Wallace, Clerk Schaible, Gary Wiedmayer (DPW), Scott McLane (Markowski & Co.), John Enos (Carlisle/Wortman), Joe and Crystal Jarvis and Rick Pringle (River Raisin Distillery, LLC), Ruth VanBogelen (Farmer's Market) and Rhonda and Fred Schuman (416 W. Main).

The minutes of the November 21, 2016 regular meeting were approved on a motion by Way, seconded by Woods. DuRussel abstained.

Clerk Schaible administered the oath of office to re-elected Trustee Patrick J. DuRussel.

AGENDA – The agenda was approved as amended: deleting Reports- 11A) Sheriff, 11B) Solid Waste & Recycling, 11C) Parks, 11D) Planning, 11E) DDA, 11F) Healthy Communities/Wellness Coalition, 11G) Joint Planning, 11H) Building, 11I) Personnel, 11J) Finance on a motion by Woods, seconded by Chartrand.

PUBLIC PARTICIPATION- None

OLD BUSINESS

E. MAIN ST. PARKING- Way reported that no one is in favor of more congestion on E. Main Street or another stop sign. He noted that moving the parking to the other side of the street is also not a good solution as all the mail boxes would need to be moved also. It was suggested that the parking situation be monitored over the next year.

RULES OF PROCEDURE REVIEW- Council reviewed the Rules of Procedure draft. Schaible explained that State law calls for the proceedings of each meeting be printed in a newspaper of general circulation or the minutes be posted in three public locations. Currently the posting method is used but the other option should remain. Council discussed the "reserved time" option for public input noting that it has not been used in many years, anyone can speak during public participation and issues are easily added as agenda items. The consensus was to remove that portion. Council asked that a clean draft be presented at the next meeting.

NEW BUSINESS

FARMER'S MARKET REPORT-Ruth VanBogelen presented the October 29, 2016 Manchester Farmer's Market Committee meeting summary and the 2016 season summary. She reported that gross sales were up 6% from last year but the number of vendors was down. The special events were mildly received and may be tried again. VanBogelen highlighted the Committee's conclusions: keep the market at ChiBro Park May 11 to October 12, 2017 from 2 to 8 pm; add asphalted parking spots (perhaps on the north side); and add flush toilets. She noted that the market may be able to secure grants to reduce the costs. Other changes they would like to implement include dividing the market manager

position into two jobs, a marketing specialist and a local host. The marketing position would be filled by the Chelsea Market Manager, Stephanie Willette. The other change is to offer Food Assistance. Vaillencourt suggested adding inside storage at ChiBro for Market equipment. Woods noted that the addition of asphalt and toilets would require input from the Parks Commission. She moved that the location, dates and times for the 2017 Market be approved as requested. The motion was seconded by Chartrand. Motion carried.

At this time, 7:32 PM, a motion was made by Andrews, supported by Woods that the Council convene as the Zoning Board of Appeals. Motion passed.

ZONING BOARD OF APPEALS PUBLIC HEARING

Vaillencourt asked for public comment regarding the application for appeal from the River Raisin Distillery. Rhonda Schuman of 416 W. Main, asked for an explanation of the variance. John Enos, Village Planner, responded that the request is an appeal of the zoning ordinance interpretation that the use is permitted but the site is non-conforming. Enos explained that he and Wallace have been working towards making a path for a new business.

Schuman noted that she lives across the street from the site and is very concerned about the noise and other unpleasanties that go along with a drinking establishment. She noted that the River Raisin Distillery Facebook page mentions an outdoor patio. Schuman also suggested studies show more alcohol outlets lead to increased disturbances, drunk driving, crime, violence and noise. She believes Manchester has enough alcohol outlets, especially in view of its light police presence.

Enos clarified that this is a distillery with a small tasting room. A bar, lounge or restaurant would require a conditional or special use permit which entails a much more detailed site and business plan and further public hearings.

Schuman asked if consideration had been given to the number of existing outlets and the population density of Manchester. She referred to the Village ordinance to safeguard the health, safety and welfare of the residents and suggested limiting liquor outlets. Vaillencourt noted that liquor licenses are strictly controlled by the State Liquor Control Commission. She also reiterated that another, different application would be necessary if an increase in service were requested. Vaillencourt noted that the tasting room may only serve 1/3 of an ounce.

Vaillencourt read the letter from Mary Lehman of 19266 Lehman Rd. into the record. The letter supported the request for a variance. She also read the letter from John and Kathleen Gould of 430 Territorial. The letter recommended the granting of a variance for the fencing requirement on the south property line as a natural barrier already exists.

Vaillencourt closed public comment and asked that Council now discuss the request. Enos referred to a potential development agreement that had been distributed and suggested that the decision on interpretation be tabled and the proposed agreement considered. Joe Jarvis and Rick Pringle, the applicants and owners of the River Raisin Distillery, noted their concurrence with that process and that the proposed agreement seems to be a satisfactory resolution.

Council reviewed the proposed development agreement. Enos explained that the agreement lays out the requirement for the next 5 years. When the requirements are satisfied, the agreement becomes null and void. Woods clarified that street access would be off Elton Street and that the existing drive off of Main Street would become lawn area. She also clarified with Jarvis and Pringles that there would be no outside storage. Woods noted

her preference to defer to the Gould's wishes for the south side barriers. Wallace noted that the landscaping is required within 2 years and the asphalt within 3 years. Jarvis and Pringle explained that all inside renovations are required to be complete before applying to the State for the distillery license. It was noted that no additional outside lighting and no outside seating is written into the development agreement. A motion was made by Woods, supported by Andrews, that the application be tabled. Motion passed. A motion was made by Chartrand, seconded by Woods that the Zoning Board of Appeals meeting be adjourned and the Council reconvene. Motion passed.

Vaillencourt asked that the Council discuss the proposed development agreement between the Village of Manchester and the River Raisin Distillery LLC. Joe Jarvis, co-owner, explained that it would be a small distillery to provide a handcrafted product made from scratch. He also noted the 3 oz. serving limit in the tasting room and that some merchandise (t-shirts, glasses, etc.) may be available for purchase. Tours are a possibility in the future. Jarvis and Pringle continued explaining the contained and closed process producing no exhaust. They noted that the grain will come on pallets. The main source of income will be from distribution and they have no intention of opening a bar. Vaillencourt noted her tour of a similar facility and that she wouldn't have known from the outside that it was a distillery. Andrews asked about the products. Jarvis explained that at first it would be clear spirits but that the facility is large enough for storage to age products in the future. Way asked about the checks and balances on the agreement. Enos explained that an attorney would site a violation if there was a breach of the agreement, although it can be amended and/or extended by the Village Council. A motion was made by Andrews, supported by Chartrand, that the development agreement with the Raisin River Distillery be approved with a correction of 2 years for the landscaping. Roll call vote: ayes-all. Motion passed.

AUDIT PRESENTATION- Scott McLane, of Markowski and Co., presented the FY2015/2016 audited financial statements. He highlighted the Village's liquidity, good fund balances, positive cash flows and healthy financial status. McLane also noted management's acquisition of contributed capital that made the major projects over the last few years possible. He mentioned the Main St. Bridge, new water mains and park improvements. A motion was made by Woods, seconded by Andrews, that the audited financials be accepted as presented. Motion passed.

CORRESPONDENCE- Council acknowledged the following correspondence:

- Copies of the Village's state shared revenue required documents, including the Citizens Guide and Performance Dashboard.
- Invitation to tour the City of Warren's first licensed medical marijuana facility.
- A letter from Dale Behnke, of the Western Washtenaw Construction Authority, announcing his retirement. Way noted they would be meeting to discuss how to proceed.
- Revision 2 to the Village sesquicentennial celebration planning document.

ACCOUNTS PAYABLE – Council reviewed the payables list. A motion was made by Chartrand, seconded by Woods, to approve for payment the list dated 12/05/2016 totaling \$35,709.25. Roll call vote: ayes-all. Motion carried.

REPORTS

DPW-Wiedmayer presented his report. He also reported that the DPW had finished the leaf pickup and will be inspecting the equipment for stock parts needed for quick repair next year. Wiedmayer noted that there were 30 loads more this year than last. He thanked DuRussel and Way for their help. He advised that the chipper will be going in for repairs and that he is aware of the problem with the lights on the east side of the Main St. Bridge.

MANAGER - Wallace presented his report. He also reported that he would begin the compliance process with the Village Tap. Meetings regarding the contractor claim on the Main Street Bridge and Sheriff Department COPS officers for the Village are to be scheduled.

There being no further business, President Vaillencourt adjourned the meeting at 8:58PM.

Respectfully submitted,

Julie Schaible, Clerk