APPROVED MINUTES

MANCHESTER VILLAGE COUNCIL

April 18, 2016

7:00 PM Village Room

President Vailliencourt 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, Woods, Way, Dresch, Vailliencourt and Chartrand. Council members absent: Andrews. Also present were Manager Wallace, Clerk Schaible, Gary Wiedmayer (DPW), Sgt. Cook (WCSD), Ray Berg (Chamber) and Jill Corwin (MAYS).

The minutes of the April 4, 2016 regular meeting were approved on a motion by Dresch, seconded by Chartrand.

**AGENDA –** The agenda was approved as amended: adding New Business 7I) Sesquicentennial Committee, moving 7(A) MAYS Contract to follow 5. Public Participation and deleting Committee Reports 11B) Solid Waste & Recycling, 11(C) Parks, 11(F) Healthy Communities, 11G) Joint Planning, 11H) Building, 11I) Personnel, 11J) Finance and 12. Closed Session on a motion by Dresch, seconded by Woods.

**PUBLIC PARTICIPATION**-None

MAYS CONTRACT- Vailliencourt reviewed the proposed contract for the 2016 baseball and softball season. Jill Corwin, representing Manchester Area Youth Sports, reported that with the reduced numbers of youth in the community, Carr Park will not be used this year. She also noted that due to the Main Street Bridge being closed, there would not be an opening day parade this year. A motion was made by Dresch, seconded by Woods, that the 2016 MAYS Contract be approved. Motion passed. Clean-up of the park was discussed. Wiedmayer will make sure there are enough trash barrels.

**OLD BUSINESS**-

SPRING STREET PROPRETY SALE- Way left Council Chambers during the discussion as his brother is involved. Wallace reminded Council that he had sent letters to the three abutting property owners offering the Spring Street parcel for sale at $9,000. He presented the two responses that were received. Eric Lobbestael had offered $1,000. Louis and Tina Way had offered to sell PM-16-11-101-001, a riverfront lot on Adrian Street, to the Village for $18,000 plus the Spring Street lot. The Ways had noted that the price is negotiable. Council discussed the value of the property that the Ways had offered. Wallace noted that unimproved riverfront property on Furnace Street is on the market listed at $59,900.

Enter Andrews.

Wallace reported that parcels with sewer and water connections are selling for around $22,000. Water and sewer lines would need to be extended to the Adrian Street property at the owner’s expense for it to be buildable. Council also discussed its desire to own the Adrian Street parcel. Council recalled previous discussion of a riverfront walkway in that area and noted the future potential as a complimentary component to the Shared Use Trail. A motion was made by Chartrand, supported by Dresch, that Wallace make a counter offer to the Ways of $10,000 plus the Spring Street property with the Village paying any additional costs (estimated at $2000 to$3,000). Roll call vote: ayes-all. Motion passed.

GOALS AND DIRECTIVES- Wallace presented the edited and categorized goals and directives memo for FY 2016/2017. A motion was made by Dresch, supported by Woods, that it be approved as presented. Motion carried.

**NEW BUSINESS**

COMMUNITY BUSINESS EXPO REQUEST- Ray Berg, representing the Manchester Area Chamber of Commerce, reported that the Chamber would like to hold the 9th Annual Community Business Expo in conjunction with the Farmer’s Market on Thursday May 26th. The Expo would be very similar to previous years. A motion was made by Andrews, supported by Dresch, that the placement and operation of the Manchester Community Business Expo adjacent to the Farmers Market at Chi-Bro Park on Thursday, May 26, 2016 from 2:00 PM set-up to completion at approximately 7:00 PM be approved. Motion passed.

PARKS ACTIVITY GRANT- Wallace reported that he will present contracts for directors at a later date but wanted to have Council review the proposed Chi-Bro Park enhancements. The Parks Commission has approved the list which includes mulch, basketball backboard installation, bollards and signage, a river overlook deck and relocating the horseshoe pits. The estimated cost is $24,000 and is covered by the grant. A motion was made by Chartrand, seconded by Dresch, to approve the projects. Motion passed.

APPOINTMENTS- Vailliencourt recommended the following Planning Commission appointments: William Brinkman, Jim Keller and Margene Dunsmore for terms to expire in 2018; and John Hinkley and Lou Way for terms to expire in 2019. A motion was made by Dresch, seconded by Woods, that the Planning Commission appointments be made as recommended. Motion passed. Vailliencourt recommended that Pat DuRussel, Duane Vailliencourt and Dana Andrews be appointed to the Parks Commission for three-year terms. A motion was made by Dresch, supported by Woods, that the appointments be made as recommended. Motion carried. Vailliencourt recommended that Jeff Wallace be reappointed as Street Administrator and Zoning Inspector and that Gary Wiedmayer be reappointed as Sewer Inspector. A motion was made by Dresch, seconded by Woods, that the appointments be made as recommended. Motion passed.

DRIVEWAY OPENING PERMIT APPLICATION- Wiedmayer reported that staff had discussed the current practice of using street opening fees and bonds for driveway work. It was agreed that these fees are too high for driveway work where the street is not involved and a $50 fee and $1,000 bond is being recommended. A motion was made by Woods, supported by Dresch, that the addition of driveway fees in the amount recommended be approved. Motion passed. A motion was made by Way, seconded by Woods, that the 5 applications approved since 2015 be refunded $200 each. Roll call vote: ayes-all. Motion passed.

401(A) DEFINED CONTRIBUTION PLAN RESTATEMENT- Schaible presented the resolution to accept the Village’s 401(a) defined contribution plan restatement as required by the Pension Protection Act of 2006. A motion was made by Dresch, seconded by Chartrand, that Resolution 16-0418 be adopted. Roll call vote: ayes-all. Motion carried.

VILLAGE WEBSITE- Schaible indicated the IT-Right government website hosting brochure included in packets and asked Council to review the website options and the quote of $500 per year for website and email hosting with a one-time $275 set-up fee. She noted that the County had recently indicated they will not be able to continue this work for local units and a change will need to be made.

BRIDGE OPENING CEREMONY-Council discussed options for a short opening ceremony before the Main Street Bridge is opened for traffic. There will be short notice and 10 AM was settled on as a target time on the appointed date. A ribbon cutting will be held for current council members and the village manager with the antique fire truck being the first vehicle over the bridge. Refreshments will be provided. Council also discussed the May 15th events planned in conjunction with the Canoe Race and the feasibility of a budget for added festivities and entertainment.

SESQUICENTENNIAL COMMITTEE- Berg presented logo ideas for the celebration and requested council representation on the Sesquicentennial Committee. Dresch and Woods volunteered.

**CORRESPONDENCE**- Council acknowledged the following correspondence:

* Raisin Watershed Council agenda and packet for the semi-annual spring meeting.
* Minutes of the March 10, 2016 meeting of the Manchester Community Joint Planning Commission.
* Minutes of the April 13, 2016 Manchester Village Planning Commission.
* Notice of public hearing for the electric customers of Consumers Energy Company.

**ACCOUNTS PAYABLE** – Council reviewed the payables list. A motion was made by
Dresch, seconded by Way, to approve for payment the list dated 04/18/2016 totaling $222,279.71. Roll call vote: ayes-all. Motion carried.

**TREASURER’S REPORT**- The March 2016 Treasurer’s Report was acknowledged.

**REPORTS**

SHERIFF- Sgt. Cook reviewed and explained the changes to the cover letter of the monthly reports. He and Wallace also explained the overtime bank and how it has helped level out Village costs for event security. Sgt. Cook also reported that Manchester has the most active “Red Barrel” drug take-back program in the county.

PLANNING COMMISSION- Vailliencourt updated Council regarding the Planning Commission’s input to the Joint Planning Commission and their review of a proposed growth transition area.

DDA- Vailliencourt reported that the Downtown Development Authority would meet Wednesday. She will meet Tuesday with the LQC representative to review a schedule of summer activities for Thursday evenings in Manchester. The Ann Arbor Board of Realtors and Art Alliance is applying for, administering and participating in the program. The application is due April 22nd with presentation on May 6th.

DPW REPORT- Wiedmayer presented his report. He also reported that the 2000 Sterling dump truck is at Jackson Truck for repairs estimated at $5,000 to $7,000. Wiedmayer discussed sinkholes and the Washtenaw County Drain system with Council.

MANAGER REPORT- Wallace reviewed his report. He highlighted the near complete DWRF project and FY 2016/17 Budget. Wallace also noted that a donations banner will be ordered for Kirk Park and Consumer’s energy will be installing smart meters this year or next.

Vailliencourt noted that a fiber optics group will be presenting at the April 27th SWWCOG meeting.

There being no further business, President Vailliencourt adjourned the meeting at 9:11 PM.

Respectfully submitted,

Julie Schaible, Clerk