

APPROVED MINUTES  
MANCHESTER VILLAGE COUNCIL  
May 15, 2017  
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: Andrews, Chartrand, Dresch, DuRussel, Woods, Way and Vaillencourt. Council members absent: None. Also present were Manager Wallace, Clerk Schaible, Gary Wiedmayer (DPW), Joe Christensen, Leslie Kiesel and Julie Marvin-Manders.

The minutes of the May 1, 2017 regular meeting were approved with an amendment on a motion by Dresch, seconded by Woods.

**AGENDA** – The agenda was approved as amended: deleting Old Business, adding New Business 7I) DDA Appointments and 7J) MML Training, and deleting Reports- 11A) Sheriff, 11B) Parks Commission, 11C) Planning, 11D) DDA, 11E) Healthy Communities, 11F) Manchester Community Joint Planning, 11G) Building Committee, 11H) Personnel Committee and 11I) Finance Committee on a motion by Dresch, seconded by DuRussel.

**PUBLIC PARTICIPATION**- None

**OLD BUSINESS**- None

**NEW BUSINESS**

**CARR PARK REQUEST-VINTAGE BASEBALL**- Joe Christensen explained that he is involved in vintage baseball that is playing for the sesquicentennial this year. They will be playing at Kirk Park this year to be closer to the celebration but would like permission to use Carr Park for a couple practices this year and games and practices next year. Christensen noted that Carr Park is ideal for the 1860's style game. A motion was made by Dresch, seconded by Way, that the Manchester vintage baseball team be allowed to use Carr park for practice and 5 to 6 games in 2018 as well as practice in 2017 contingent upon insurance naming the Village as an additional insured and a schedule provided to the Village office. Wallace noted that the schedule is important for the office staff to have as others call to reserve pavilions or the diamond. Motion passed.

**SITE PLAN REVIEW-110 RIVERSIDE DR.**- Julie Marvin-Manders, owner of Manchester Eye Care at 110 Riverside Dr., explained the plan to add 300 sq. ft., to the back of the building. She noted that the back-parking lot would be leveled. Marvin-Manders reported that the Planning Commission had recommended the site plan for approval. Council reviewed the memo recommending approval from John Enos, the Village Planner. A motion was made by Andrews, seconded by Dresch, that the site plan for 110 Riverside Dr. be approved as presented. Roll call vote: ayes-all. Motion carried.

**DUNCAN ST. BRIDGE INSPECTION**-Wallace presented the inspection report completed by URS. He reported that the inspection showed no surprises and that hot mix asphalt to seal the deck would need to be done in the next couple of years. He will work on conceptual estimates for the suggested work. Council reviewed some of the inspection photos that were concerning.

**FIREWORKS PERMIT**- Schaible presented the permit application and noted that it is the same procedure and paperwork as the in the previous years. She reminded Council that Henry Earhart had secured permission for the Men's Club to use Carr Park for the display and beer tent earlier this year. A motion was made by Dresch, seconded by Chartrand, that the 2017 Permit for Fireworks be approved for the Manchester Men's Club. Motion passed.

**CARR PARK REQUEST-MAKE A WISH MICHIGAN**- Schaible presented the short-term facility use agreement for Make-a-Wish Michigan to use Carr Park as a break stop for their bicycle ride on July 30, 2017. She noted that the Parks Commission had approved it. A motion was made by Dresch, seconded by Andrews, that the use be approved. Motion passed.

**OFFICE COPIER CONTRACT**- Schaible reported that current copier lease agreement is up this June. She presented a comparison of the current copier with three options. Schaible indicated her reluctance to sign a 5-year lease for a re-furbished machine and to change vendors for a small savings. A motion was made by Chartrand, seconded by Woods, to accept the UTEC contract for the Sharp MX-2070N copier. Roll call vote: ayes-all. Motion passed.

**DELINQUENT TAX RESOLUTION**-Schaible presented the annually required resolution to extend the property tax collection period and allow the Village to assess a 3% penalty after September 15<sup>th</sup>. A motion was made by Way, seconded by DuRussel, to adopt Resolution No. 17-0515-Delinquent Village Property Tax Collections. Roll call vote: ayes-all. Motion carried.

**DDA APPOINTMENTS**-Vaillencourt announced that Jody Flowers and Arianne Chartrand have resigned from the Downtown Development Authority and recommended that Leslie Kiesel be appointed. She introduced Kiesel and noted that Kiesel has been monitoring the Make It Manchester Facebook page. A motion was made by Dresch, seconded by Woods, that Leslie Kiesel be appointed to the DDA. Motion carried. Vaillencourt recommended that Jason Heinrich also be appointed to the DDA. A motion was made by Woods, seconded by Dresch, that the appointment be made as recommended. Motion carried.

**MML TRAINING**- Vaillencourt reported that she, Chartrand, DuRussel, Schaible, Margene Dunsmore and Laurie Brewis had attended a Michigan Municipal League Training regarding freedom of information, open meetings and parliamentary procedure.

**BUDGET PRESENTATION**- Wallace reported that the Village's total state equalized value has increased slightly while the millage requested has decreased slightly due to Headlee restrictions. He reviewed highlights of the proposed FY 2017/2018 budget fund by fund. Wallace noted possible issues: State Treasury audit of 2016 personal property tax reimbursements; results of the dam inspection report; Watkins State Park and Village Shared Use Trails; a street improvement plan for next year; succession plans; and a change in the retirement defined contribution plan. The budget hearing will be held at the June 5 Council meeting.

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

- Announcement of a Washtenaw County Community Town Hall meeting;
- Invitation to comment on the Washtenaw County solid waste management plan;
- Notice of hearing for the customers of Consumers Energy;
- A letter from the Michigan Department of Environmental Quality discussing the use of an interlocal agency to administer the soil erosion and sedimentation control program;
- An invitation to participate or sponsor the Manchester HS Campus Walk for American Foundation for Suicide Prevention;
- The April 2017 police services monthly report.

**ACCOUNTS PAYABLE** – Council reviewed the payables list. A motion was made by Dresch, seconded by Chartrand, to approve for payment the list dated 5/15/2017 totaling \$53,374.41. Roll call vote: ayes-all. Motion carried.

**TREASURER'S REPORT**- The April 2017 Treasurer's Report was acknowledged.

**REPORTS**

**PERSONNEL**- Way presented a manger evaluation form and asked that it be completed by Council members and returned to Dresch before the next council meeting.

**DPW**- Wiedmayer reviewed the DPW report. He noted that they are installing the last of the new signs as time permits.

**MANAGER** – Wallace reviewed his report

There being no further business, President Vaillencourt adjourned the meeting at 8:47pm.

Respectfully submitted,  
Julie Schaible, Clerk