

APPROVED MINUTES
MANCHESTER VILLAGE COUNCIL
November 20TH, 2017
7:00 PM Village Room

President Vaillencourt called the regular meeting of the Manchester Village Council to order at 7:00pm with the Pledge of Allegiance to the Flag. Council members present: Dresch, DuRussel, Way, Chartrand, Andrews, Vaillencourt and Woods. Council members absent: None. Also present were Manager Wallace, Clerk Schaible, Seth Kinker (Sun Times News), Ray Berg and Jason Heinrich (DDA), Lisa DuRussel, Sgt. Paul Cook (WCSD), Ellee Kladzyk and Dr. Kathryn Brown (Adiska Dental).

The minutes of the November 7th, 2017 regular meeting were approved on a motion by Chartrand, seconded by Woods. Vaillencourt abstained.

AGENDA – The agenda was approved as amended: deleting Old Business A) Wolverine Sculpture Donation, and Reports; B) Parks Commission; C) Planning Commission; D) DDA; E) Healthy Communities/Wellness Coalition; G) Building Committee; H) Personnel Committee; I) Finance Committee on a motion by Dresch, seconded by Way.

PUBLIC PARTICIPATION- None

OLD BUSINESS- None

NEW BUSINESS-

MANCHESTER AREA CHAMBER OF COMMERCE CONTRACT- Vaillencourt presented the annual \$500 Chamber of Commerce Contract with the DDA. Ray Berg explained that this is the DDA contribution toward the holiday lighting of the pine trees near the Main St. Bridge sponsored by the Chamber. He agreed to update and clarify the contract language for submission at the next meeting.

WALK YOUR CITY SIGN LOCATIONS- Jason Heinrich presented information regarding the Walk Your City campaign. He reported that the program is paid for the CTAP funds and seeks to encourage a healthy lifestyle, create downtown foot traffic and change the perception of how close things really are. A local crew of volunteers will hang the signs, which include a QR code. The phase 1 cost is less than \$600 and includes signage of Main Street. Phase 2 will include signs placed on the outskirts pointing inward. The signs themselves are activity color coordinated with the Manchester logo, made of corrugated PVC around 14 inches square. In response to questions, Heinrich noted that 6-year old signs still look like new and they have not had trouble with vandalism yet. It was also noted that the DDA has approved the locations as presented. Wallace suggested that the sign pointing to the Leonard Preserve be placed on Washington Street where a sidewalk will take them to the shared used trail and on to the Preserve.

ADISKA DENTAL HORSE DRAWN CARRIAGE EVENT-Elle Kladzyk and Dr. Kathryn Brown presented information regarding the proposed event. The dental practice hires a company who provides the horse drawn carriage rides at each of their offices. They would like to have the rides on Friday, December 8 from 6 to 8 pm using a route from the office on Galloway St. to Territorial, east to Maccomb, north to Main, west to Elton then Territorial to

Galloway. The carriage company will provide a certificate of insurance and uses bags to catch horse droppings. Sgt. Cook responded to safety questions noting that proper lighting and signage would be necessary. He also suggested that making a right turn onto Main Street in the dark would be much safer. Kladzyk and Brown responded that they would adjust the route to basically backwards from the original proposal. A motion was made by Chartrand, seconded by Woods, that permission for the event be given with the updated route and contingent upon the insurance naming the Village as an additional insured. Motion passed.

FARMERS MARKET COMMITTEE NOMINATION- a motion was made by Vaillencourt, seconded by Andrews, that Laura Wohlgemuth be appointed to the Farmers Market Committee. Motion carried.

WATER BOOSTER STATION PUMP AND PARTS- Wallace presented the recommendation from Dan Geyer to purchase a new spare pump for the water booster station on Galloway Drive. A motion was made by Woods, seconded by Andrews, that the purchase be approved at a cost not to exceed \$2105. Roll call vote: ayes-all. Motion carried.

EMPLOYEE HEALTH INSURANCE- Schaible presented a memo explaining the health care insurance offered to full-time employees. She noted that renewal of the current plan carries a 3.21% premium increase and is being recommended. Employees' contribution to the premium will also increase by 3.21%. A motion was made by Dresch, seconded by Woods, that the employee health insurance be renewed as recommended. Roll call vote: ayes-all. Motion carried.

PA 152 OPT OUT RESOLUTION- Schaible presented the resolution to opt out of the Publicly Funded Health Insurance Contribution Act. A motion was made by Dresch, seconded by Way, that Resolution No. 17-1120 be adopted. Roll call vote: ayes-all. Motion passed.

CORRESPONDENCE- Council acknowledged the following correspondence:

- Three notices of hearing for the customers of Consumer's Energy Company.

ACCOUNTS PAYABLE – Council reviewed the payables list. A motion was made by Dresch, seconded by Chartrand, to approve for payment the list dated 11/20/2017 totaling \$102,058.29. Roll call vote: ayes-all. Motion carried.

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

REPORTS

SHERIFF- Sgt. Cook presented the October report. He reported that there is a slight, 1.5% discrepancy between the Village and the contract partner, Lodi Township. He also reported that out of the area time spent year to date through September was 31.5 hours, with out of the area time received of 25 hours. Sgt. Cook detailed activity for the last quarter. Responding to questions, Sgt. Cook noted that typically out of the area time is spent in Scio Township and out of the area time received is into Lodi Township and that this is due to the travel area of the deputies and a learning curve for new sergeants. Council also discussed channels of information between the public, the Sheriff's Department, the Village Council and the Community Schools. Sgt. Cook also noted the Christmas in the Village parade route included in packets.

MANCHESTER COMMUNITY JOINT PLANNING COMMITTION- Vaillencourt updated Council regarding a recreational vehicle park proposed in Manchester Township on Parr Road. She reported that the Joint Planning Commission would review the proposal if Village amenities are

requested.

DPW- Wallace reviewed the report. Chartrand noted that the Village may need to let new residents know that they need to bring in their recycling and trash cans.

MANAGER- Wallace reviewed his report. He also reported that the Joint 5-Year Parks Plan should be available in December, a Safe Routes to School final punch list will be reviewed tomorrow and the Sheriff's contract has been signed and returned.

There being no further business, President Vaillencourt adjourned the meeting at 8:40pm.

Respectfully submitted,
Julie Schaible, Village Clerk