

APPROVED MINUTES
MANCHESTER VILLAGE COUNCIL
DECEMBER 17th, 2018
7:00 PM VILLAGE HALL

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: Vaillencourt, Way, Andrews, Dresch, Woods and Chartrand. Council members absent: DuRussel. Also present were: Manager Wallace, Clerk Schaible, Laurie Carey, Lisa Moutinho, Kathy O'Mara (Walk to School), Ruth VanBogelen (Farmer's Market), Ron Milkey and Scott McLane (Markowski & Co.).

The minutes of the December 3rd, 2018 regular meeting were approved on a motion by Chartrand, seconded by Dresch.

A motion was made by Dresch, seconded by Way, to amend the 213 E. Main St. site plan approval that was adopted at the November 19, 2018 regular Village Council meeting. The original motion is clarified to the following:

- 1) that the new building addition portion of the site plan be contingent upon combining parcels Nos. PM-16-02-460-008 and PM-16-02-460-007 into a single parcel and providing the resulting new parcel description, parcel number, and deed (with combined ownership and property description) as recorded at the Washtenaw County Clerk/Register of Deeds.
- 2) that the buildout of the walkway, deck and parking portion of the plan be contingent upon an addendum site plan being presented and approved by the Village Planning Commission and the Village Council that will include a stake survey of the newly created parcel;
- 3) that lighting, colors/materials and signage details be provided and approved by the Village Zoning Administrator prior to installation.

Motion carried.

OATH OF OFFICE- Clerk Schaible administered the Oath of Office to elected Village Council Trustees-Marsha Johnson Chartrand, Cynthia Dresch and Amelia L. Woods.

AGENDA – The agenda was approved as amended: reversing the Old and New Business order, deleting Old Business A) Vacant Building Ordinance, adding Old Business B) Broadband Update and deleting Reports: B) Parks; C) Planning Commission; E) Healthy Communities/Wellness Coalition; F) Joint Planning; G) Building; H) Personnel Committee; I) Finance Committee on a motion by Dresch, seconded by Woods.

PUBLIC PARTICIPATION-Kathy O'Mara, coordinator of the Walk to School program reported that more than 130 kids are participating with at least two who have walked all 40 times. She thanked council and staff for their support and invited all to this Wednesday's Reindeer Run. Vaillencourt thanked O'Mara for her commitment and enthusiasm.

Lisa Moutinho reported that Manchester Township will discuss the Broadband Feasibility Study at their January meeting and that it does not offer public funding or millage as

financing options. She thanked Dresch for her participation on the Broadband Committee. Moutinho indicated that the Village Council minutes of the November 19, 2018 meeting claiming she had not responded to emails is inaccurate and should be retracted.

NEW BUSINESS-

FARMERS MARKET- Ruth VanBogelen presented the request to use ChiBro Park again next year for the Farmer's Market. She reported that this last year was the best ever for the Market. Council discussed the social and community aspect of the Market. VanBogelen noted that the Committee would work with the Parks Commission regarding placement of the new shed, possible expansion of parking and restrooms. A motion was made by Andrews, seconded by Woods, that the Farmer's Market be allowed to use ChiBro Park and pavilion from May 9 to October 24, 2019 from 2:30 to 7:30pm. Motion passed

FY 2017/2018 AUDIT PRESENTATION- Scott McLane, of Markowski and Co., presented the FY 2017/2018 audited financial statements. He noted the strong balance sheet and that the Village is 3 or 4 years from retiring 50% of the debt.

LINE AND DUCT FOR LEAF LOADER- Wallace presented the information regarding wear parts on the leaf loader. A motion was made by Way, seconded by Dresch, that parts of the leaf loader be approved in an amount not to exceed \$2000. Roll call vote: ayes-all. Motion passed.

RESOLUTION/PETITION FOR ANNEXATION-609 ADRIAN ST.-Vaillencourt presented the resolution and petition requesting Washtenaw County annex Manchester Township parcel no. P-16-12-200.003 into the Village. Annexation is requested by the owner, Jack Wheeler, to combine this parcel, which hosts the septic system, with the residence parcel in the Village. She reported that Manchester Township and the Village Planning Commission have no objection to the annexation. A motion was made by Andrews, seconded by Woods, that Resolution No.18-1217 be adopted. Roll call vote: ayes-all. Motion passed.

ENERGY REDUCTION COALTION- Wallace presented information and a draft agreement to replace and update Village owned lights to LED. He reported that this will include the Village owned decorative streetlamps downtown. Jackson and Mackinaw Cities have taken advantage of this program and are reporting successes. The Energy Reduction Coalition, a Michigan nonprofit corporation, pays the cost of purchasing, installing and maintaining the lighting and then shares in the costs savings over the length of the contract. Wallace is convinced the program is worth pursuing. A motion was made by Chartrand, seconded by Woods, that the Village attorney review the contract at a cost not to exceed \$2000. Roll call vote: ayes-all. Motion carried.

OLD BUSINESS

CITYHOOD DISCUSSION- Vaillencourt indicated the new information provided by Wallace and asked if there were any questions. Andrews asked if city status would change any grant or funding opportunities. Wallace and Vaillencourt indicated that municipality status has not been a question in any applications. Vaillencourt recommended appointing a nine-member citizen advisory committee. A motion was made by Dresch, seconded by Andrews, that such a committee be formed. Way noted that this committee would be in charge of the due process and information gathering. Roll call vote: ayes-all. Motion carried. Vaillencourt asked the Council submit potential committee members to her by December 28th. Committee members would need to be property owners within the Village.

BROADBAND UPDATE- Vaillencourt reported that at the Manchester Township December meeting the Broadband Committee had been disbanded and there is no further Village

representation or information regarding the position of the Township Board on this issue. This causes concern according to a Mackinac Center report The Costly Part of Government-Owned Broadband which was included in the Council members packets.

CORRESPONDENCE- Council acknowledged the following correspondence:

- Minutes of the Manchester Township Board meeting held November 13, 2018.
- Minutes of the Manchester Twp. Planning Commission meeting held Dec.6, 2018.
- The Manchester Community Joint Planning Commission 2018 annual report.
- Copy of the Carlisle/Wortman timeline for the Manchester Township Doan Campground project.
- Copy of the Carlisle/Wortman site plan review for the Manchester Township Doan Campground project.
- Downtown Development Authority minutes from the December 12, 2018 meeting.
- Copy of the Michigan Natural Resources Trust Fund 2018 acquisition recommendations showing Watkins Lake County Preserve addition being funded.
- Copy of the Manchester Wellness Coalition survey.

ACCOUNTS PAYABLE – Council reviewed the payables list. A motion was made by Dresch, seconded by Woods, to approve for payment the list dated 12/17/2018 and 12/11/2018 totaling \$110,407.72. Roll call vote: ayes-all. Motion carried.

TREASURERS' REPORT- The November 2018 Treasurer's Report was acknowledged.

REPORTS

SHERIFF-Vaillencourt reported that in her review of the November report it appears that the Village and Lodi statistics are blended. She also requested that the incident spreadsheet use a larger font. Dresch remarked that the citations have fallen off. Wallace noted that the Sheriff Department has changed their reporting and are working through reporting issues.

DDA-Vaillencourt reported that the DDA had met last week. The Third Thursday events last summer had great success and the Manchester team presented their program to the LQC group. The DDA has awarded the 2018 beautification awards to Alber's Mill and Franks.

DPW- Wallace presented the report. Council members volunteered to light the luminaries in the parks and Village Hall.

MANAGER– Wallace presented his report. He noted that the River Raisin Parks bids are due this Wednesday, Phase 2 of the Walking Trail will likely come in under budget with the exception of the staking. Wallace advised that with winter vacation schedules, there may be only one Council meeting in February. He also reported that the Village is now the fiduciary for the Christmas Home Tours decorating funds.

Vaillencourt thanked Council, Staff and all the Commissions and Committees for their hard work through the year and wished everyone a Merry Christmas.

There being no further business, President Vaillencourt adjourned the meeting at 8:28pm.

Respectfully submitted,
Julie Schaible, Village Clerk