

APPROVED MINUTES
MANCHESTER VILLAGE COUNCIL
May 20TH, 2019
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: Dresch, Way, DuRussel, Vaillencourt and Chartrand. Woods and Andrews were absent. Also present were: Manager Wallace, Clerk Schaible, Heidi Stein (Village Tap), Lisa Gentz and Melisa Tashi (Washtenaw County Community Health, Kim Strickland (Community Garage Sale), Kathy O'Mara (Walk to School Coordinator), Tina Doyle (St. Mary's Church), Linda Stevens (Manchester Area Chamber of Commerce), Sgt. Mike Mahalick (WCSD) and Laurie Carey, (Manchester Township).

The minutes of the May 6th, 2019 regular meeting were approved on a motion by Dresch, seconded by DuRussel.

AGENDA – The agenda was approved as amended: reversing the order of Old and New Business and deleting Reports- B) Parks Commission; C) Planning Commission; D) DDA; E) Healthy communities/Wellness Coalition; F) Joint Planning; G) Building; H) Personnel Committee; I) Finance Committee on a motion by Dresch, seconded by DuRussel

PUBLIC PARTICIPATION-Kathy O'Mara, Walk to School coordinator, thanked Council for their support and participation. She updated Council on the program's successes including a \$9,000 grant from the Michigan Fitness Foundation.

Linda Stevens, representing the Manchester Area Chamber of Commerce, requested various items for the Third Thursday events in 2019. A motion was made by Dresch, seconded by Chartrand, that the closure of Adrian Street (Main to Duncan) from 3pm to 10pm, the cost of ½ of a port-a-jon, 2 extra trash cans and several barricades be approved for the third Thursday in June, July, August and September. Approval is contingent upon receipt of appropriate certificate of insurance. Roll call vote: ayes-all. Motion passed. Stevens also reported that LaRocques would be offering hay-rides on those dates with the same right-hand turn route as last year. LaRocques will forward their insurance. She was reminded that promotional signs can not be placed in public property.

NEW BUSINESS-

ST. MARY'S PARK USE REQUEST- Tina Doyle requested the use of the North side of the Village Green for St. Mary's annual Corpus Christi Sunday. A motion was made by Dresch, seconded by Way, that the request be approved for June 22/23 till 1:00pm. Motion passed.

VILLAGE TAP OUTDOOR EVENTS- Heidi Stein presented the Temporary Authorization Application for the 2019 Village Tap outdoor service and music events, which has been approved by the Washtenaw County Sheriff Department. She noted that the July 18 date would include music until 10pm and the August 3 and September 21 dates would include music until midnight. A motion was made by Dresch, seconded by Chartrand, that the music events be approved as requested. Motion passed.

COMMUNITY GARAGE SALE- Kim Strickland, who has volunteered to coordinate a

community-wide garage sale, asked that the sign ordinance be relaxed for the weekend of the sale, July 19 & 20. She reported that each participant's registration number would be included on their sign and that removal of the sign is part of the registration agreement. A motion was made by Dresch, seconded by Chartrand, that common directional/informational signs be allowed as ground signs in the right-of-way with a list of locations forwarded to the Village office and prompt removal. Motion passed.

WASHTENAW COUNTY COMMUNITY HEALTH- Lisa Gentz and Melisa Tashi presented information regarding the County's mental health service expansion. They explained the investment in rural services, including therapy, case management and psych psychiatrists to be physically present in Manchester. They are partnering with 5 Healthy Towns and would like to have the use of a room in the Village Hall one day per week. A motion was made by Dresch, seconded by DuRussel, that Wallace be authorized to work towards an agreement to allow such a use. Motion carried.

STREET PAVING- Wallace presented the bid information to complete the 2019 street paving as included in the 6-year street improvement plan. He noted that the bid prices need to be locked in now before increased as more work is being done state-wide. The actual work will be completed between July and September. A motion was made by Dresch, seconded by Chartrand, that the bid from K&B Asphalt of \$140,582.80 be accepted as recommended. Roll call vote: ayes-all. Motion carried.

STREET PATCHES- Wallace presented the K&B Asphalt estimates and recommendation for street patches needed for repair of water and sewer lines last year. A motion was made by Dresch, seconded by Way, that the work be approved in the amount of \$6394.00. Roll call vote; ayes-all. Motion passed.

UPSTAIRS OFFICE COPIER- Schaible presented the paperwork needed to purchase a copier for the upstairs offices. She noted that it was a black and white unit without a finisher but did have an auto feed feature. A motion was made by Dresch, seconded by DuRussel, that the copier be purchased at a cost of \$1895.00 and a maintenance contract be approved at \$144.00 per year. Roll call vote: ayes-all. Motion passed.

DELINQUENT TAX COLLECTION RESOLUTION- Schaible presented the resolution to allow the Village to extend collection of taxes until February 28, 2020 and impose a 3% penalty for those unpaid as of September 15, 2019. A motion was made by Chartrand, seconded by Dresch, that Resolution No.19-0520 be adopted. Roll call vote: ayes-all. Motion carried.

2019/2020 BUDGET- Wallace presented the FY 2019/2020 proposed budget and supporting documents. He reviewed his memo to Council dated 05/20/2019, highlighting the expected \$10,000 increase in revenue in the General Fund from this year to next. Council discussed the increase in the Manchester Area Senior Council contract noting the additional \$1,000.00. Wallace reported that the budget hearing would be held June 3rd with adoption on June 17th.

OLD BUSINESS

PARKS RESERVATION POLICY- Council reviewed the current Parks Reservation information/policy and concluded that they are comfortable with it for general pavilion and space reservations. They agreed that office staff work on a proposed policy for larger/special events and present it to the Parks Commission for review.

GOALS AND DIRECTIVES- Wallace presented the tallied goals and directives list. Council agreed that a 2nd tornado siren be added as well as repairs to downtown parking lots. Wallace will reformat the Goals and Directives annual memo and present at the next meeting.

VACANT BUILDING ORDINANCE- Council acknowledged the Adrian and Muskegon ordinance summaries and agreed to schedule a work session on Tuesday, June 11th at 9:30am to begin to develop an ordinance for Manchester Village.

CORRESPONDENCE- Council acknowledged the following correspondence:

- Citizens Advisory Committee minutes from the May 7th, 2019 meeting.
- Village/township comparisons worksheet.
- Manchester Township Board minutes from their April 9th, 2019 meeting.
- DDA minutes from the May 15th meeting.
- Notice of hearing for the Consumers electric customers.

ACCOUNTS PAYABLE – Council reviewed the payables list. A motion was made by Dresch, seconded by Chartrand, to approve for payment the list dated 05/20/2019 totaling \$276,763.07. Roll call vote: ayes-all. Motion carried.

TREASURER'S REPORT- The April 2019 Treasurer's Report was acknowledged.

REPORTS

SHERIFF- Sgt. Mahalick presented and reviewed the report for April 2019. He detailed the out of area time as largely for court time. He will add that detail to future reports. Mahalick also noted the ordinance enforcement activity with grass/weeds, garbage cans and blight.

DPW- Wallace reviewed the report.

MANAGER– Wallace presented his report.

Vaillencourt reported that she had attended the Manchester Township board meeting and noted their concerns with the increased safety risk at the river and their plans to hold monthly work sessions. Way reported that the Mill is having pop-up concerts.

Vaillencourt reported on the Canoe Race noting a deep part in the dredged area and issues with the takeout not being long enough for some canoes and kayaks. She also reported that the Kiwanis may be disbanding and will be looking for someone to sponsor the Canoe Race.

There being no further business, President Vaillencourt adjourned the meeting at 9:11pm.

Respectfully submitted,
Julie Schaible, Village Clerk