

APPROVED MINUTES
MANCHESTER VILLAGE COUNCIL
October 7th, 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, DuRussel, Way, Vaillencourt, Woods, and Chartrand. Council members absent: Andrews. Also present were: Manager Wallace, Clerk Schaible, Brent Jones (DPW), Barry Allen (Lions Club, Ed Barnard (Knights of Columbus), Linda Stevens (Chamber of Commerce) and Danell Proctor (Manchester Township).

The minutes of the September 17th, 2019 regular meeting were approved on a motion by Dresch, seconded by Chartrand. Motion carried.

AGENDA – The agenda was approved as amended: deleting Old Business: A) Parks Reservation Policy; B) Vacant Building Ordinance; D) Farmer’s Market-Winter Market; New Business C) Martinrea Site Plan; and Reports: A) Sheriff; B) Parks; C) Planning Commission; E) Healthy Communities/Wellness Coalition; F) Healthy Communities/Wellness Coalition; G) Building; H) Personnel Committee; I) Finance Committee on a motion by Dresch, seconded by Woods. Motion carried.

PUBLIC PARTICIPATION- Linda Stevens thanked Council for their participation in the September 3rd Thursday event and invited them to participate in Christmas in the Village. Council explained the Christmas lighting noting the \$500 contract that the Village provides through the DDA in addition to installing and lighting the wreaths and swags. Dresch reported that the Christmas Home Tour funds are designated for large-scale downtown Christmas decorations. Andrews entered at this time.

SPECIAL SESSION- CITY STATUS- Wallace reported that the legal description and survey has been completed and delivered to the agencies in Lansing for review. There is no timetable for completion of the review. Vaillencourt reported she and Wallace had attended a Michigan Municipal League seminar on city status and that there are many Villages looking at the same change. She noted that they had learned that a new city charter could look very similar to the current Village structure. Vaillencourt also shared that the group was shocked that a Township attorney would suggest spending down assets to avoid division with a city.

OLD BUSINESS-

WWCA/215 E. MAIN- Way reported that the Temporary Occupancy Permit given to the property has a timetable and that the concern now is outdoor lighting. He noted that there has been progress on other items. Way also reported that the Western Washtenaw Construction Authority is looking for a soil erosion inspector.

NEW BUSINESS-

K OF C TOOTSIE ROLL SALE- Ed Barnard requested permission for the Knights to solicit funds on October 10th and 11th from 9am to 5pm on the Village downtown sidewalks and

seating areas. He explained that funds benefit the St. Louis Center in Chelsea. A motion as made by Andrews, seconded by Woods, that permission be given as requested. Motion passed.

LIONS CLUB APPLE CIDER SALES- Barry Allen requested permission for the Lions Club to sell cider on October 26th from 9am to 1pm at the street corners of M-52/Main and Clinton/Main. He noted that the Attorney General has written an opinion that this type of fund-raising is legal with conditions. He will provide a copy of the opinion. A motion was made by Dresch, seconded by Andrews that the request be approved. Motion carried.

FIRE INSURANCE REIMBURSEMENT PROGRAM- Wallace reported that the Fire Insurance Withhold Program has been in place for many years. It allows insurance companies to escrow 25% of a fire damage claim in participating municipalities for clean-up purposes. A motion was made by Dresch, seconded by Chartrand that Resolution No. 19-1007- Participation in Fire Insurance Withholding Program be adopted. Roll call vote: ayes-all. Motion carried.

DESIGNATED MANAGEMENT AGENCY FEE- Wallace presented the SEMCOG invoice for the service charge to belong to the Water Quality Management Plan. He explained that it is required to comply with Clean Water Act standards. A motion was made by Chartrand, seconded by Woods, that the 2019/2020 fee be approved in the amount of \$500. Roll call vote: ayes-all. Motion passed.

CRACK SEAL BIDS- Brent Jones, DPW Superintendent, presented the bid received for crack sealing this year. He noted that it had been sent to 6 potential contractors but only K&B had responded. Jones reported that the streets were chosen with pasar ratings and road conditions in mind He noted that the bid was within the 2019/2020 budget and recommended approval. A motion was made by Dresch, seconded by Way, that the contract be awarded to K&B Asphalt Sealcoating, Inc. in the amount of \$28,998.00. Roll call vote; ayes-all. Motion carried.

TREE TRIMMING/REMOVAL BIDS- Jones reported that he had listed trees that have issues or are hazardous for trimming and/or removal and requested bids from 4 contractors. He recommended the low bid of \$6,415 from R&L Tree Service be accepted. A motion was made by Andrews, seconded by Woods, that the bid be awarded as recommended. Roll call vote; ayes-all. Motion passed. Chartrand advised two additional trees that should be looked at for removal.

DDA ANNUAL FINANCIAL REPORT- Schaible presented the DDA Annual Financial Recap as required by the State. Vaillencourt noted that of the approximately \$21,000 balance in the fund, \$17,000 is designated for CTAP projects, leaving around \$4,000 for DDA expenses.

CORRESPONDENCE- Council acknowledged the following correspondence:

- Manchester DDA minutes from their September 18th, 2019 meeting.
- Village Parks Commission minutes from their July 22, 2019 meeting.
- Notes from the Nonprofit Roundtable held September 17, 2019.
- A letter from Washtenaw County Parks and Recreation outlining their hunting schedule for the Leonard Preserve.
- Manchester Township minutes from their August 13, 2019 meeting.
- Manchester Township minutes from their August 13, 2019 special meeting.
- Three Consumer's public hearing notices.
- Invitation to the Transportation Forum on October 19th, 2019 at the Chelsea Senior Center.

10/07/2019

ACCOUNTS PAYABLE – Council reviewed the payables list. A motion was made by Dresch, seconded by Chartrand, to approve for payment the list dated 10/07/2019 totaling \$86,003.44. Roll call vote: ayes-all. Motion carried.

REPORTS

DDA- Vaillencourt reported that three downtown business owners had attended the last DDA meeting and they had a good discussion. The chamber is organizing an open house highlighting buildings available for sale or lease. Linda Stevens reported that the date for the open house has been postponed. They have approximated \$2500 as a cost for the event. The Village is possibly willing to reimburse a particular expense if needed.

DPW- Jones presented his report. He noted the ball fields are sprayed in the fall only.

MANAGER- Wallace reviewed his report. He also reported that Martinrea needs to update its site plan and will present the new plan to the Planning Commission. Wallace announced that Dan Geyer will be retiring in February. Thomas Thompson, the current WWTP operator, is ready to take Geyer's position and the operator position will be posted. Vaillencourt reported that she attended the Watkins Lake Trail meeting with Brooklyn and is working on the Destination Ann Arbor Board to develop the 2030 Washtenaw County Tourism Master Plan. It was also reported that the Manchester Township Planning Commission has recommended approval of the Doan RV Resort to the Township Board with stand-alone sewer and water systems.

There being no further business, President Vaillencourt adjourned the meeting at 8:16pm.

Respectfully submitted,
Julie Schaible, Village Clerk