

APPROVED MINUTES
MANCHESTER VILLAGE COUNCIL
October 21st, 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, Bob Wertenberger and Mark Boreys (Martinrea), Linda Stevens and Jennifer Wojtowicz (Manchester Area Chamber of Commerce), Laurence Lehmann and Jaclyn Steele (Manchester Area Senior Citizens Council), Kathy O'Mara (Manchester Community Schools), Ruth VanBogelen (Farmers' Market), Sgt. Beth Gieske (WCSD) and Danell Proctor, Laurie Carey and Lisa Moutinho (Manchester Township).

The minutes of the October 7th, 2019 regular meeting were approved with an amendment on a motion by Woods, seconded by Chartrand. Motion carried.

AGENDA – The agenda was approved as amended: deleting Old Business: A) Vacant Building Ordinance; B) WWCA/215 E. Main; and Reports: B) Parks; C) Planning Commission; D) DDA; 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 Way. Motion carried.

PUBLIC PARTICIPATION- Kathy O-Mara updated Council regarding the Manchester Community Schools Walk to School Program and thanked the Council for their support and participation in the program.

SPECIAL SESSION- CITY STATUS- Vaillencourt reported that the boundary survey has been delivered to the State and the survey indicates the exact Village boundaries that exist today. No changes to the existing Village boundaries were made or are planned. Way reminded Council that the State does not make changes to “square up” boundaries. Vaillencourt reported that the Township will vote on the renewal of a road millage that, if passed, will tax both Village and Township property owners and has historically been spent on only Township roads. She noted the Township attorney has said that those millage dollars could be shared with the Village. Vaillencourt also reported that she had attended the most recent Township meeting and is concerned by the action taken to spend thousands of taxpayer dollars on the Township attorney's review of the Village Citizen Advisory Council report. She noted that the Village had expressed their willingness to establish communications with the Township. Vaillencourt asked for public comment. She noted the Township meeting schedule.

OLD BUSINESS- None

NEW BUSINESS-

SENIOR CITIZENS COUNCIL CONTRACT- Larry Lehmann and Jaclyn Steele reported that the Manchester Area Senior Citizens use the Village contract funding for transportation of area seniors for medical, meal and entertainment purposes. A motion was made by

Dresch, seconded by Woods, that the contract with the Manchester Area Senior Citizens Council for the 2019/2020 year be approved for the amount of \$3,000. Roll call vote: ayes - all. Motion passed.

FARMERS MARKET/ACORN- Ruth Vanbogelen explained that the Village can no longer serve as the fiduciary agent for the Farmers Market as they go into a joint agreement with Acorn due to limitations on fundraising. Acorn is organized to be able to handle the fiscal agency responsibility and the Boards have agreed that all but the \$3686 that was originally transferred from the Chamber of Commerce to the Village in 2013 be transferred to Acorn. VanBogelen reported that the Village auditor agrees that a contract is appropriate to support the transfer of funds. The contract will be finalized after the final revenues and expenses are accounted for after the Farmer's Market this Thursday. It will be presented for approval at a future Council meeting.

Andrews entered at this time.

COMMERCIAL BUILDING OPEN HOUSE- Jennifer Wojtowicz, representing the Chamber of Commerce, explained the Commercial Building Open House that is being planned. It is modeled after a recent, successful and similar event in Cheboygan, Michigan. The event is planned for November 1st from 9:30am to 2:30pm. They would like to have representatives from the Village and the DDA as well as the 8 building owner participants, Swisher Commercial and hopefully several investors. Wojtowicz requested that the Crain's Detroit Business advertisement be paid for by the Village. A motion was made by Woods, seconded by Chartrand, that \$1500 be transferred from the General Fund to the DDA to make payment for the Crain's ad. Roll call vote: ayes-all. Motion passed.

MARTINREA SITE PLAN- Bob Wertenberger presented the Martinrea site plan indicating the addition of 1400 sq. ft to house a boiler. He noted that the area would be added to an addition built 3 years ago. He also reported a new fence would be added along Parr Street and the south side of the building along with new landscaping along M-52. Chartrand indicated that the Planning Commission had approved recommendation of the site plan contingent upon receipt of a \$40,000 performance bond to ensure the landscaping is completed. Mark Boreys reported that a \$40,000 purchase order has been issued to McLennan Landscaping. Wallace explained that the bond is a key point in the approval and clarified with Boreys that whatever portion of the landscaping is not completed will be required to be bonded. Boreys also agreed to forward a corrected site plan print. Vaillencourt indicated that the issue with Amcor and the shared retention pond needs to be resolved. Boreys agreed to meet with Wallace and Amcor to reopen the issue. A motion was made by Chartrand, seconded by Dresch, that the Martinrea site plan dated 10/15/2019 be approved with the conditions that a bond be issued for the amount of landscaping that is not complete, and that the fencing be 8 ft, black vinyl coated. Roll call vote: ayes-all. Motion passed. Vaillencourt asked that Martinrea make an effort to keep Parr Road clear of trash.

ELEVATOR MAINTENANCE AGREEMENT AMENDMENT- Wallace reported that the State has written new, stricter standards for elevators that has increased the cost of maintenance contracts. He recommended amending the current maintenance contract with Schindler Elevator Corporation for an additional \$50 per month. Wallace would like to bid out the contract when it expires in 1 ½ years. A motion was made by Dresch, seconded by Way, that the contract be amended as recommended. Roll call vote: ayes-all. Motion carried.

ELECTRICITY ON MAIN STREET BRIDGE- Wallace reminded Council that the conduit for electricity was put in place when the Main Street Bridge was rebuilt. Now that lit wreaths have been chosen as Christmas decorations, the electricity is needed. The cost will be approximately \$3000. A motion was made by Woods, seconded by Andrews, that up to \$3000 be spent to run electric to the street light poles on the Main Street Bridge. Roll call vote: ayes-all. Motion carried.

FURNACE BIDS-VILLAGE HALL DPW BUILDING- Wallace presented the memo from Brent Jones recommending that the low bid for a new furnace in the Village Hall DPW garage be approved. The low bid was for \$2,975.47 from RG Wahl-Roehm. A motion was made by Dresch, seconded by Chartrand, that the furnace be replaced as recommended. Roll call vote: ayes-all. Motion passed.

PLANNING COMMISSION- A motion was made by Andrews, seconded by Woods, that Ordinance No. 301- reducing the number of Planning Commissioners from 7 to 5, be adopted. Council was reminded that this means there must be a Council member on the Commission and that it will make a quorum 3 members. Planner Enos has noted that a 5-member Commission is very common for small and large communities. Roll call vote: ayes-all. Motion carried.

COMMISSION APPOINTMENT- A motion was made by Chartrand, seconded by Andrews, that Krista Jarvis be appointed to the Parks Commission as recommended by Vaillencourt. Motion carried.

CORRESPONDENCE- Council acknowledged the following correspondence:

- Manchester Farmers Market meeting notes from 10/03/2019.
- Manchester Township Board meeting minutes from 09/10/2019
- The Washtenaw County Board of Commissioners resolution setting hearings for comment on possible transfer of the Washtenaw County Road Commission powers.

ACCOUNTS PAYABLE – Council reviewed the payables list. A motion was made by Dresch, seconded by Chartrand, to approve for payment the list dated 10/21/2019 totaling \$77,411.43. Roll call vote: ayes-all. Motion carried.

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

REPORTS

SHERIFF- Sgt. Gieske reviewed the September report noting that she would be clarifying some items with the report writer tomorrow, including lack of follow up in the Nixle reporting system.

DPW- Wallace reviewed the report. He noted the new flusher on Adrian Street is working well and that piping at the Riverside lift station is being installed today.

MANAGER- Wallace reviewed his report. He also reported that the auditors have finished their work and that the Manchester Township meeting regarding Watkins Lake Trail had gone well.

There being no further business, President Vaillencourt adjourned the meeting at 8:31pm.

Respectfully submitted,
Julie Schaible, Village Clerk