

APPROVED MINUTES  
MANCHESTER VILLAGE COUNCIL  
Village Hall-Council Chambers  
November 16, 2020  
7:00 PM

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; DuRussel; Dresch (calling in from Village of Manchester, Washtenaw County, Michigan, Manchester; Andrews (calling in from Village of Manchester, Washtenaw County, Michigan), Way; Woods and Chartrand. Council members absent: None. Also present were: Manager Wallace, Clerk Schaible, Brent Jones (via telephone) and Sgt. Joel Gebauer.

The minutes of the November 2nd, 2020 regular meeting were approved on a motion by Way, seconded by Chartrand.

**AGENDA** – The agenda was approved as amended: deleting 7. Old Business; and 12. Committee Reports: B) Parks; C) Planning Commission; D) DDA; E); Healthy Communities/Wellness Coalition; F) Manchester Community Joint Planning Commission; G) Building; H) Personnel Committee; I) Finance Committee on a motion by Way, seconded by DuRussel.

**PUBLIC PARTICIPATION**- None

**SPECIAL SESSION -CITY STATUS**-Vaillencourt indicated the letter from the State Dept. of Licensing and Regulatory Affairs, dated November 6, 2020, Notice of Filing of the proposed incorporation of lands from the Village of Manchester to the City of Manchester; Petition No 20-I-01. She also noted the Manchester Mirror article regarding several Manchester Township Board members preference for the Village to remain a part of the Township of consolidate under one government. Vaillencourt pointed out that with newly elected trustees, a joint meeting between the Village and Township may be beneficial.

**SHERIFF'S REPORT**- Sgt. Gebauer presented the October report. He will collect the detail on the out of area time for the last several months. Sgt. Gebauer explained that any general broadcast of information is done through the Everbridge system.

**OLD BUSINESS**- None

**NEW BUSINESS**-

**PUD-328 RIVERBEND**- No one representing the applicant was present.

**REQUEST FOR QUALIFICATIONS**-Wallace reported that the State Revolving Loan Fund process for the wastewater plan improvement project requires that requests for qualifications be sent to possible engineers. The only response the Village received was from the current engineer Process Results. Wallace explained that even though this step is required, it is usual for the current engineer to be awarded the contract. A motion was made by Woods, seconded by Chartrand, that Process Results be accepted as the engineer of record for the project. Roll call vote: ayes-all. Motion carried.

**DUTCH DRIVE CONTRACT MODIFICATION**-Wallace presented the final balancing contract modification for the Dutch Drive repaving. He noted that the Village portion of the modification is an additional \$400. A motion was made by Chartrand, seconded by Woods, that the contract modification be approved. Roll call vote: ayes-all. Motion passed.

**WATER TOWER REPAIR/PAINTING SPECS**- Wallace presented the specification sheet for the water tower project. Council members agreed that there should be no change in the color of the tower or the text on it. Wallace noted that the work will start in the fall of 2021.

**NEPTUNE 360 SOFTWARE AND METER READING EQUIPMENT**- Jones summarized the 11/13/2020 memo included in packets. The Village's current meter reader is broken and, being 12 years old, is no longer supported by Neptune. He, Jack Gould and Jessica Clark are recommending updating to the web-based 360 Software, purchasing the new MRX920 reader and a tablet to download the readings. Jones noted the annual cost of \$4000 and the various discounts and refunds that would reduce this cost in years one and two. Wallace reported that the cost would be divided between the water and sewer funds and that the newer meter head will work with this system. A motion was made by Way, seconded by Chartrand, that the new system be approved for purchased at a cost not to exceed \$10,886.51. Roll call vote: ayes-all. Motion carried.

**CORRESPONDENCE**- Council acknowledged the following correspondence:

- Notice of Public Hearing from Consumers Energy.
- Village Planning Commission meeting minutes of November 11, 2020.
- Manchester Township Board minutes for October 13, 2020.
- Notice of a refund from the Washtenaw County Sheriff Dept. contract due to sharing of the CARES Act payroll program federal reimbursement made to the County.

**ACCOUNTS PAYABLE** – Council reviewed the payables list. A motion was made by Dresch, seconded by Way, to approve for payment the list dated 11/16/2020 totaling \$47,615.36. Roll call vote: ayes-all. Motion carried.

**TREASURER'S REPORT**- The October 2020 Treasurer's Report was acknowledged.

### **REPORTS-**

**DPW**- Jones presented his report. He also noted that the DPW had collected 108 loads of leaves in 9 days, which kept them very busy.

**MANAGER**- Wallace reviewed his report. He also noted that the employee health insurance program will carry a 3.8% increase in premium for 2021 and that Atty. Vic Lillich will be increasing his legal rate from \$140 to \$150 per hour and traffic court rate from \$120 to \$125 per hour. Council discussed the newest state guidelines for gatherings deciding to teleconference for the December 7 meeting.

There being no further business, President Vaillencourt adjourned the meeting at 7:56pm.

Respectfully submitted,  
Julie Schaible, Village Clerk