

APPROVED MINUTES  
MANCHESTER VILLAGE COUNCIL  
December 7, 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. She reported that the meeting is being held via teleconference due to the ongoing restrictions on indoor gatherings in the State of Michigan. Council members present: Vaillencourt; DuRussel; Dresch; Andrews; Way; Woods and Chartrand. Council members absent: None. Also present via telephone were: Manager Wallace; Clerk Schaible; Brent Jones (DPW); Wayne Oliver; Sarah Simmons (Over the Edge); Scott McLane (Markowski & Co.) and Ted Erickson (Process Results/IMEG).

The minutes of the November 16th, 2020 regular meeting were approved on a motion by Dresch, seconded by Woods.

**OATH OF OFFICE**-Clerk Schaible administered the Oath of Office to duly elected Village Trustees Dana R. Andrews, Martin J. Way and Patrick J. DuRussel. She also administered the Oath of Office to duly elected Village President Patricia K. Vaillencourt.

**AGENDA** – The agenda was approved as amended: deleting 7. Old Business; adding C2) Over the Edge; and deleting 12. Committee Reports: B) Parks; C) Planning Commission; D) DDA; E); Healthy Communities/Wellness Coalition; G) Building; H) Personnel Committee; I) Finance Committee on a motion by Way, seconded by Chartrand.

**PUBLIC PARTICIPATION**- None

**SPECIAL SESSION -CITY STATUS**-Vaillencourt noted that the petitions have been submitted. The Township will need to submit information in January.

**OLD BUSINESS**- None

**NEW BUSINESS**-

**PUD-328 RIVERBEND**- Wayne Oliver reported that the plans had been reviewed by the Planning Commission and that the issues of fire truck access, DPW sewer requirements, lighting, driveway brick pavers had been addressed to the Commissions satisfaction. Responding to questions, Oliver explained that there would be a main residence with a conservatory and a carriage house built in the craftsman style. A Lester pole barn would also be built. He also reported that he has no intention of this becoming a commercial endeavor, open to the public or short-term rentals. He would be open to educational field trips and working with the local schools. A motion was made by Dresch, seconded by Woods, that the Planned Unit Development be approved as presented with the understanding that any commercial endeavor would require further Council approval. Roll call vote: ayes-all. Motion carried.

**FYE 2020 AUDIT**-Scott McLane of Markowski and Co., presented the FYE 2020 audited financial statements. He detailed the overall financial situation reporting that the bond for

the Village Hall/Ford Building would be paid off this year. He highlighted the healthy fund balances and the investments insured status. A motion was made by Dresch, seconded by Woods, that the Village of Manchester Audited Financial Statements for FYE 2020 be accepted. Roll call vote; ayes-all. Motion carried.

OVER THE EDGE- Sarah Simmons, representing Over the Edge, reported that the current Covid shutdown has displaced many Manchester employees and that OTE has been awarded an FDA grant to purchase winterization equipment for the restaurant. They are requesting permission to place clear, outdoor, non-permanent, free standing dining structures in front of the business on Main Street, in the sitting area along Ann Arbor Hill and in River Raisin Park. They will have propane heaters which will be brought in each night. Security cameras will monitor all the spaces. The structure in the sitting area will not be for dining but for a warming, waiting place. Council discussed the 2" encroachment into the 5" required sidewalk clearance. Simmons noted that the structures can easily be moved by two people. Simmons explained that the State had lifted requirements for additional permitting for Class C license holders within 500 feet during the Covid "no indoor dining" restriction. Food and drink must be consumed inside the structures. Once the restrictions are lifted and diners can eat inside, the structures will be taken down. Vaillencourt reported that Chris Moyles, owner of Over the Edge, agreed to provide the snow removal for the Park and sitting areas and will provide a \$3,000,000 liability policy naming the Village as an additional insured. He is aware that the Park steps will remain closed and the boardwalk not maintained for snow and ice. Wallace reminded Council that a Café Permit Application should be provided with site drawings. He also noted that the State will want to be a named insured as the sitting area is in a State right-of-way. A motion was made by Woods, seconded by Chartrand, that permission be granted to Over the Edge to utilize the sidewalk in front of the restaurant and Ollies Pizza for 3 domes, the sitting area on Ann Arbor Hill for 1 warming dome and the River Raisin Park cobblestone area for up to 3 dining domes. Permission is contingent upon meeting the insurance requirements, completing the Café Permit Application and meeting all State requirements. It is also understood that Over the Edge will be responsible for winter maintenance of the area. Permission would be granted until April 1<sup>st</sup>. Roll call vote: ayes-all. Motion passed. Vaillencourt noted that normally the Parks Commission would make a recommendation on this type of activity, but the short time table made that unworkable in this instance.

IMEG CONTRACT-SRLF- Ted Erickson of Process Results/IMEG, presented the contract to provide design engineering for the SRF project including construction of a headworks building, upgrades to the Riverside lift station and constructing a 12" force main, a 500,000-gallon equalization tank and other miscellaneous upgrades at the WWTP. The amount of the contract is \$205,600 and is part of the overall SRF loan. Erickson explained that the time frames are tight but will need to be met despite the current Covid situation. A motion was made by Dresch, seconded by Way that the contract be approved as presented. Roll call vote: ayes-all. Motion carried.

MAGNUM SEWER CAMERA GRANT/PURCHASE- Brent Jones reported that the grant application to the MMRMA for a sewer camera had been granted. The grant will reimburse 50% of the \$9650 cost of the Hathorn Magnum M18 push camera that was recommended. Jones reported that this camera would meet 90% of what the Village needs without contracting with a third party which can cost up to \$4000 per day. Wallace noted that a camera accessory for the jet-rodder becomes expensive and complicated and that this is a good alternative. A motion was made by Way, seconded by Dresch, that the camera be purchased and the grant reimbursement submitted. Roll call vote; ayes-all. Motion passed.

**VILLAGE EMPLOYEE HEALTH INSURANCE**-Schaible presented the memo outlining current employee health insurance benefits and recommending renewing the current policy. She reported that the combined increase in premium cost is 3.8%. Schaible also reported that employees hired prior to 2012 contributions toward premiums have become skewed and it is recommended that these employees contribute 18% towards their premiums. A motion was made by Way, seconded by Dresch, that the insurance program be approved as outlined in the memo dated 12/04/2020. Roll call vote: ayes-all. Motion passed.

**PUBLICLY FUNDED HEALTH INSURANCE CONTRIBUTION OPT-OUT RESOLUTION-A** motion was made by Dresch, seconded by Way, that Resolution No. 20-1207 be adopted. Roll call vote: ayes-all. Motion carried.

**LUMINARIES**-Council organized the annual lighting. The DPW will fill and set out the bags on Christmas Eve morning. A motion was made by Way, seconded by Chartrand, that the expense for the luminaries be approved. Roll call vote: ayes-all. Motion passed.

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

- Notice of Public Hearing from Consumers Energy.
- Village Parks Commission meeting minutes of November 23, 2020.
- Manchester DDA minutes for November 18, 2020.
- Notice of rate increase from Victor Lillich, Village attorney.
- Manchester Community Joint Planning Commission minutes from their September 3 meeting.
- Manchester Community Joint Planning Commission 2020 Annual Report.

**ACCOUNTS PAYABLE** – Council reviewed the payables list. A motion was made by Dresch, seconded by Woods, to approve for payment the list dated 12/7/2020 totaling \$89,746.28. Roll call vote: ayes-all. Motion carried.

### **REPORTS-**

**SHERIFF**- Vaillencourt indicated the sheriff's report detailing the out of area time for the last several months. She and Council expressed their concern for the amount of time Scio is taking from the collaboration. Wallace noted that banked hours are being credited towards overtime hours. He also explained that one of Manchester deputy's is the local union representative and is allowed to attend to that business per contract.

**MANCHESTER COMMUNITY JOINT PLANNING COMMISSION**- Vaillencourt reviewed the annual report and asked for Council input on its desire to continue to participate. A motion was made by Way, seconded by Andrews, that participation continue whatever the form of government. Roll call vote; ayes-all. Motion passed.

**DPW**- Jones presented his report. He highlighted the water main break on Torrey Street noting that the road patch would be completed in the spring.

**MANAGER**- Wallace presented his report.

There being no further business, President Vaillencourt adjourned the meeting at 9:15pm. She noted that the next meeting would also be held via teleconference.

Respectfully submitted,  
Julie Schaible, Village Clerk