

APPROVED MINUTES  
 MANCHESTER VILLAGE COUNCIL  
 FEBRUARY 7th, 2022  
 COUNCIL CHAMBERS-VILLAGE HALL  
 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: Chartrand, Way, Vaillencourt, Andrews and Woods. Council members absent: Dresch and DuRussel. Also present were: Manager Wallace; Clerk Schaible; Brent Jones (DPW), Susan Gleason, Stephanie Smith and Ruth Raleigh (Parks Commission), Laurie Dorster, Derek Reyst and Kathy McGuire.

The minutes of the January 14th, 2021 regular meeting were approved on a motion by Way, seconded by Woods.

**AGENDA** – The agenda was approved as amended: switching New and Old Business; deleting Treasurer’s Report and Committee Reports: A) Sheriff; B) Parks; C) Planning Commission; D) DDA; E) Healthy Communities/Wellness Coalition; F) Manchester Community Joint Planning Commission; G) Building; H) Personnel Committee; and I) Finance Committee on a motion by Woods, seconded by Andrews.

**PUBLIC PARTICIPATION**- None

**SPECIAL SESSION CITY STATUS**- Vaillencourt reminded that LARA has signed off on the transition and the next step is to elect a 9-member Charter Commission at the August election.

**NEW BUSINESS**-

**MICHIGAN MUNICIPAL LEAGUE MEMBERSHIP**- Vaillencourt presented the membership dues invoice and noted that the League is a great resource and political voice for municipalities. A motion was made by Way, seconded by Woods, that the Village continue its membership and issue the dues in the amount of \$1542.00, opting out of the Legal Defense Fund. Roll call vote; ayes-all. Motion carried.

**5-YR PARKS & REC PLAN**- Vaillencourt reported that the 5-Yr Plan is due for update and that it would again be a joint plan with Manchester Township. She also reported that the Parks Commission had recommended approval of the CWA proposal to aid with the update. Wallace noted that the proposal is for the Village portion of the project and that an up-to-date plan is required for grant applications to the MDNR. A motion was made by Andrews, seconded by Woods, that the CWA proposal be approved in the amount of \$6,910.00 to accommodate CWA presence at the public hearings. Roll call vote: ayes-all. Motion passed.

**DOG PARK**- Stephanie Smith, representing the Parks Commission, presented information regarding a proposed Dog Park in Manchester. She reported that it is proposed that the tennis and basketball courts in Manchester be rehabbed to a Dog Park. The area was chosen since it is a flood zone and the current fencing can be reused. Vaillencourt read a letter of support from Kindra Weid of the Parks Commission. Vaillencourt asked for public comment on the issue. Laurie Dorster (531 Adrian St.) spoke in support noting that the area

seemed small but that a Dog Park is needed. Kathy McGuire (429 S. Macomb) agreed it may be too small but that she was 100% on board and craves a Dog Park like other towns have. Ruth Raleigh, Parks Commissioner, noted that it has been talked about for a long time and that she would utilize it. Sue Gleason, Parks Commissioner, reported that she sees the positive aspects and believes it would be beneficial to work through potential issues.

In response to Council members questions, Smith reported that they are looking for Council support before seeking funding for construction. In regards to ongoing maintenance, there may be a source for free waste bags and, given the DPW preference not to mow the area, an estimate from a mowing service was obtained in the amount of \$90. Smith reported that the Parks Commission has considered both a free park and a registration process. The preference is for a free park. Council members expressed concern regarding a blighted area that may be left if the park does not work out, the absence of proof of license and vaccination and waiver of liability with a free park, extra staff time needed for registration and enforcement processes with a fee park, potential liability and the clean-up required for irresponsible dog owners. Smith reported that Dog Park users tend to form a community that would lead to self-monitoring and clean-up peer pressure. She also noted that Dog Park rules would be posted. It was clarified that liability exists for this use just as for any other public uses of public areas.

Wallace asked why the target area had changed from Carr Park as noted in the current 5-Yr Parks Plan. Smith answered that the costs are potentially reduced at Kirk Park and that it uses land that is not ideal for other uses. Council discussed the potential parking lot expansion at Kirk Park and the spring and summer Little League's heavy use of the ball diamonds and parking there. Wallace suggested that the updated 5-Yr Plan reflect the change in thinking. Andrews asked about expected usage. Smith noted that it is really difficult to predict. It was also suggested that the 5-Yr. Plan public hearing or an electronic survey be used to capture resident's priorities.

Vaillencourt recommended that council members look at the proposed location and visit other community dog parks. She directed that it be on the agenda for the next council meeting.

SHARED USE TRAIL- Wallace reported that there have been complaints about the unpaved sections of the Shared Use Trail. He obtained an estimated cost to put 2" asphalt on the section from E. Main to River Ridge of \$40,000. The Manchester Wellness coalition may support an intervention of \$20,000 to help fund the improvement. Wallace suggested the other \$20,000 come from the General Fund so as not to deplete the Parks Fund. Vaillencourt gave a brief history of the Trail noting that the Village handles the expense of the maintenance and that the Parks Commission has recommended the paving improvement. Council agreed that Wallace formalize the intervention to the Wellness Coalition.

DISC GOLF- Vaillencourt reported that the Parks Commission has recommended approval of the Chi-Bro Park Plan and Budget with the 1<sup>st</sup> phase being the disc golf. The cost will be \$18,000 with a \$10,000 intervention from the Wellness Coalition. The course will need adjusting as there is a triangular piece owned by Manchester Woods. Vaillencourt has approached Manchester Community Schools regarding the use of their property abutting to the Park. It will be discussed at the February 28<sup>th</sup> school board meeting. Vaillencourt also reported that the Chicken Broil Committee will be approached for a \$40,000 contribution to the Chi-Bro Park improvements.

IT RIGHT SERVER QUOTE-Schaible presented the IT Right quote for a new server. She

reported that the current server is 10 years old and was down for several hours last week. A motion was made by Andrews, seconded by Woods, that the quote be approved in the amount of \$5,880.64. roll call vote: ayes-all. Motion passed.

**GOALS & OBJECTIVES-** Wallace reviewed the proposed Goals and Objectives for 2022 and asked that Council give ideas and feedback. He will also be requesting the same from staff.

### **OLD BUSINESS-**

**LEAD/COPPER UPDATE-** Wallace reported that funds for lead line replacement may be forthcoming. The Village is waiting on a final determination from the State on disadvantaged status for the WWTP Improvement project and probable loan forgiveness.

**MANAGER SEARCH-** Vaillencourt reported that the search is going along nicely and redacted resumes will be reviewed at the first meeting in March.

**VACANT BUILDING ORDINANCE-** Vaillencourt presented a proposed ordinance that has been developed by the DDA. She reported that the ordinance includes vacant building definition, registration, safety inspections, absent owner criteria and penalties as a civil infraction. In response to questions, she also noted anyone impacted by the ordinance can appeal. In-house work including obtaining cooperation with the Western Washtenaw Construction Authority and the Washtenaw County Sheriff, forms, fees and civil infraction processes will be looked at prior to the ordinance being reviewed by the Planner and the Attorney. Vaillencourt asked that the Council review the draft ordinance for discussion at the next meeting.

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

- A letter from the Washtenaw County Administrator regarding implementation of the broadband initiative.
- Parks Commission minutes from their January 24, 2022 meeting.

**ACCOUNTS PAYABLE** – Council reviewed the payables list. A motion was made by Way, seconded by Chartrand, to approve for payment the list dated 02/7/2022 totaling \$26,482.49. Roll call vote: ayes-all. Motion carried.

### **REPORTS-**

**DPW-** Jones presented his report. He also reported that the DPW worked to get the snow cleaned up from last week's storm and also repaired a water main break at Macomb Street on Friday.

**MANAGER-** Wallace presented his report. He highlighted that the Village participated in the Klager School blood testing with water filters for eligible residents and that requests for bids on the Category B project and street paving project had gone out.

There being no further business, Vaillencourt adjourned the meeting at 9:42pm

Respectfully submitted,  
Julie Schaible, Village Clerk