

APPROVED MINUTES  
MANCHESTER VILLAGE COUNCIL  
July 5th, 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; Vaillencourt; DuRussel and Dresch. Council members absent: Andrews; Way and Woods. Also present were: Manager Sessions; Clerk Schaible; Brent Jones (DPW); Ted Erickson (IMEG); Steven and Leigha Harvey and Angie Fuller (Manchester Community Fair); Katie McClure (MAYS) and Danell Proctor (Manchester Township).

The minutes of the June 20th, 2022 regular meeting were approved on a motion by Dresch, seconded by Chartrand.

**AGENDA** – The agenda was approved as amended: adding Old Business 7b) Social District Insurance; New Business 8h) Britten Right of Way purchase; moving New Business a) Kirk Park Use Request; b) Fair Parade Request; and g) Resolution No. 22-0705-Wastewater System Improvements Contract Award to just after 6) Special Session-City Status; and deleting Committee Reports: A) Sheriff; C) Parks; D) DDA; F) Manchester Community Joint Planning Commission; G) Building; H) Personnel Committee and I) Finance Committee on a motion by Dresch, seconded by DuRussel.

**PUBLIC PARTICIPATION**- None

**SPECIAL SESSION CITY STATUS**- Vaillencourt reviewed the process.

**KIRK PARK USE REQUEST**-Katie McClure presented the Manchester Area Youth Sports request to use Kirk Park for a softball camp, August 1<sup>st</sup> thru 3<sup>rd</sup> from 4:30 to 9pm. A motion was made by Chartrand, seconded by Dresch, that the request be approved as presented. Motion passed.

**FAIR PARADE REQUEST**- Steve Harvey and Angie Fuller requested the usual street closures for the annual Fair Parade on August 9<sup>th</sup> beginning at 6:30 pm. Fuller noted that she has emailed Sgt. Gebauer to coordinate the barricades which will be manned starting at 6pm. A motion was made by Dresch, seconded by Chartrand, that the closures be approved as detailed in the email dated 07/01/22 and the DPW drop off the barricades for the route. Motion carried.

**RESOLUTION NO. 22-0705- WASTEWATER SYSTEM IMPR. CONTRACT AWARD**- Ted Erickson, of IMEG, explained that the bids for the WWTP project came back much high than expected. The project was developed in 2019, and the costs projected in 2020. The request for bids were written so that the Lift Station, Headworks and EQ tank were bid separately. Erickson recommended that Grand River Construction, the low bidder for the Headworks portion, be awarded that project in the amount of \$2,254,630 and the Lift Station and EQ Tank projects be withdrawn and those bids be rejected. Sessions agreed with Ericksons recommendation noting that as inflows are identified and eliminated, the lift station improvement and larger tank is not as necessary. Vaillencourt explained State and

Covid issues had delayed the project increasing expected costs by \$1.7 million. The total bond, including other project costs, would be \$2,904,302.90. Erickson noted his review of Grand River Construction. A motion was made by Dresch, seconded by DuRussel, that Resolution No. 22-0705-Tentative Award of Construction Contract for Wastewater System Improvements be adopted. Roll call vote: ayes-all. Motion passed.

Sessions presented the IMEG contract for construction engineering services for the 2021 SRF Wastewater Improvements. A motion was made by Dresch, seconded by DuRussel, that the contract be accepted not to exceed \$200,000. Roll call vote: ayes-all. Motion carried.

A motion was made by Dresch, seconded by DuRussel, that the bids for the EQ Tank and Lift Station Improvements be rejected. Roll call vote: ayes-all. Motion carried.

Council also agreed that research on a new generator for the lift station, a flow meter, tank coating/treatment and SCADA continue.

### **OLD BUSINESS**

**VACANT BUILDING ORDINANCE-** Vaillencourt presented a new rendition of the proposed vacant building ordinance noting that Atty. Lillich is comfortable with it and that it is tailored after the Ypsilanti Township ordinance which Carlisle/Wortman is familiar with. It is modified to quarterly inspections and will be further modified for ground level occupancy issues.

Council agreed that it should be put in ordinance form and presented at the next meeting.

**SOCIAL DISTRICT INSURANCE-** Vaillencourt explained that the Village's property and Liability insurance carrier, MMRMA has recommended though it's risk transfer manual that licensees in social districts sign an agreement to provide general and liquor liability insurance with at least \$1,000,000 per occurrence and aggregate and name the Village as an additional insured. Vaillencourt reported that at least one licensee already carries that and one had noted that it would cost an additional \$75 per year. Council asked that letters be sent to the four licensees in the Village's social district with information regarding the recommendation.

### **NEW BUSINESS-**

**5 HEALTHY TOWNS GRANT-SHARED USE TRAIL/DISC GOLF-**Sessions presented the 5 Healthy Towns Foundation Grant Agreements for a \$10,000 grant for the Disc Golf Course project and a \$20,000 grant for Shared Use Trail Paving. A motion was made by Dresch, seconded by DuRussel, that the grants agreements be approved. Roll call vote: ayes-all. Motion passed.

**SHOULDER WORK-HOGAN AND PARR STREETS-** Jones reported that the 5"paving on Hogan and Parr roads is complete. To keep the pavement edges in good shape and provide better drainage, Jones recommended more gravel be added to the shoulders. A motion was made by Dresch, seconded by DuRussel, that 30 ton of 23A road gravel be furnished and installed by Michigan Paving at a cost not to exceed \$14,400. Roll call vote: ayes-all. Motion passed.

**RESOLUTION NO. 22-0705B 110 E. DUNCAN ST. CLOSING-**Sessions reported that the demolition work of the old bank drive thru widow is complete and that the Village is now ready to close on the property acquisition at 110 E. Duncan Street. He noted that the opportunity to make the purchase was not budgeted for either fiscal year but will be added as a 6-mth amendment. A motion was made by Dresch, seconded by Chartrand, that Resolution No. 22-0705B-Close on Real Property Purchase be adopted. Roll call vote: ayes-all. Motion passed.

**CAROL BRITTEN RIGHT OF WAY PURCHASE**- Sessions presented the Quit Claim Deed to purchase 27.8' by 206.24' of the Britten property that corrects the width of the right of way for Wager Street to 55.6'. The agreed upon amount for the purchase is \$1500. A motion was made by Dresch, seconded by DuRussel, that the Village acquire the property. Roll call vote: ayes-all. Motion passed.

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

- Village Planning Commission minutes from the June 15, 2022 meeting.
- DDA minutes from their June 15, 2022 meeting.
- Village Parks Commission meeting minutes from June 27, 2022.
- Manchester Township fire runs within the Village limits for June 2022.
- Notice of Public Hearing for the gas and electric customers of Consumers Energy.

**ACCOUNTS PAYABLE** – Council reviewed the payables list. A motion was made by Dresch, seconded by DuRussel, to approve for payment the list dated 07/05/2022 totaling \$76,901.28. Roll call vote: ayes-all. Motion carried.

### **REPORTS-**

**PARKS**-DuRussel thanked the Manchester Men's Club for their participation in constructing the disc golf course. He also thanked the Manchester Mirror for their story on the project. He also noted that several of the new Park's signs had been installed. A clean-up day has been scheduled for July 23 with the Boy Scouts and Men's Club. The Men's Club will be donating \$600 toward signage for the holes. Vaillencourt noted that CTAP funds will be used for a new event sign at Chi-Bro Park. Parks Commission's proposed purchases will be reviewed at the next meeting. Sessions suggested a joint meeting between the Parks Commission and Village Council on July 18 at 6pm to discuss the ChiBro Parks Improvement Plan.

**HEALTHY COMMUNITIES/WELLNESS COALITION**-Dresch reported that some of the American Recovery Funds are earmarked for the Ackerson Building as a community hub. She also reported that Ray Berg is suggesting a community forum on Senior Living this fall. Sessions would like to meet with Berg to discuss a directive. Dresch noted that Farm to Table returns to Chelsea this year.

**DPW**- Jones presented his report adding that the line painting is complete. He discussed the high lead test results and reported that one of those lines has been replaced and 2 more will be replaced in the next two weeks.

**MANAGER**- Sessions presented his report. He added that the Village is utilizing a new lab for testing and will be using the DR 3900 to perform tests. Sessions also discussed lead line replacement and avoiding the corrosion control additive. He and Jones reported that a hydrant and valve maintenance program is being developed that will take place early on Friday mornings in conjunction with the hydrant flushing schedule. Sessions noted a traffic and parking complaint the night of the fireworks.

A motion was made by DuRussel, seconded by Dresch that the Council go into closed session to consider purchase of real property up to the time an option to purchase or lease of that property is obtained as permitted under the Michigan Open Meetings Act MCL 15.268 Section 8 (d).

Council returned to open session.

There being no further business, Vaillencourt adjourned the meeting at 8:45pm  
Respectfully submitted,  
Julie Schaible, Village Clerk