

APPROVED MINUTES
MANCHESTER VILLAGE COUNCIL
November 21st, 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: Vaillencourt, DuRussel, Chartrand, Dresch, Harvey, Woods and Way. Council members absent: None. Also present were: Manager Sessions; Clerk Schaible; Brent Jones (DPW); Sgt. Joel Gebauer (WCSD); Ken Magee and Dawn Donnelly.

The minutes of the November 7th, 2022 regular meeting were approved on a motion by Dresch, seconded by Woods.

Clerk Schaible administered the Oath of Office to certified and duly elected Village Council Trustees Cindy Dresch, Amelia Woods and Marsha Chartrand as well as newly appointed Village Council Trustee Steven Harvey.

AGENDA – The agenda was approved as amended: deleting Old Business; Committee Reports: E) Healthy Communities / Wellness Coalition; F) Manchester Community Joint Planning Commission; G) Building Committee; H) Personnel Committee; I) Finance Committee on a motion by Dresch, seconded by Way.

PUBLIC PARTICIPATION- None

SPECIAL SESSION CITY STATUS- Vaillencourt reported that the Charter Commission had met and scheduled out their next five meetings, elected officers and appointed an administrative committee to delineate decision points from required language.

PUBLIC HEARING

At this time, President Vaillencourt opened up the public hearing to take comment on the application for a conditional use at 201 E. Main St. for an event center. Hearing no comment, President Vaillencourt closed the public hearing.

OLD BUSINESS-None

NEW BUSINESS

CONDITIONAL USE- 201 E. MAIN STREET- Ken Magee and Dawn Donnelly presented their plans for the Mill at 201 E. Main. They reported that much progress has been made in updating the building but keeping the historic character. They reported that the Village Hair Forum will remain a tenant. In answering questions presented in the Carlisle/Wortman review, Magee and Donnelly reported that events would be held mostly on the weekends, they would comply with the noise ordinance and work with the community to continue the events traditionally held on the mill porch. They also noted that the upstairs apartment is ready for use and the downstairs apartment may be rented eventually. It was reported that the maximum capacity is 157 people. Magee and Donnelly confirmed that outside area use is part of their long-term strategy. Council reviewed the Conditional Use Ordinance

Standards of Review agreeing that all points had been met. Council discussed parking for Mill events in the downtown area, where zoning does not require business owners to provide parking. Magee referred to the funeral home across Duncan Street from the Mill stating that they have an informal agreement to use their parking as overflow. It was also noted that the village planner had recommended 43 spaces and the Ockrow lot, if expanded as planned, has 60 spaces. A motion was made by Dresch, seconded by Chartrand, that the Conditional Use Application submitted by Ken Magee and Dawn Donnelly for an event center at 201 E. Main Street be approved. Roll call vote: ayes-all. Motion passed.

TREE TRIMMING AND REMOVAL- Jones reported that sealed bids had come back over budget for the suggested tree list so the list was edited and he is recommending the low bid from Johnny's Tree Service at \$8,995. A motion was made by Woods, seconded by Chartrand, that the bid be approved as recommended. Roll call vote: ayes-all. Motion carried.

HEALTH CARE INSURANCE RENEWAL- Sessions reviewed the administrative analysis recommending renewal of the current BCN Platinum 2000/4000 plan. Although the cost increase is 9.52%, renewal is recommended as it is the most cost-effective plan for the employees. A motion was made by Chartrand, seconded by Woods, that the Blue Care Network 2000/4000 HRA Health Care Insurance plan be renewed for 2023. Roll call vote: ayes-all. Motion passed.

PUBLICLY FUNDED HEALTH INSURANCE CONTRIBUTION ACT OPT-OUT- A motion was made by Chartrand, seconded by Way, that Resolution No. 22-1121 Publicly Funded Health Insurance Contribution Act Opt-Out be adopted. Roll call vote: ayes-all. Motion passed.

CORRESPONDENCE- Council acknowledged the following correspondence:

- Village Charter Commission minutes from their November 16th, 2022 meeting.
- Village Planning Commission minutes from their November 16th, 2022 meeting.
- A letter from retired attorney Kelley Rea regarding Joseph and Susan Marshall compliance with the vacant building ordinance.

ACCOUNTS PAYABLE – Council reviewed the payables list. A motion was made by Dresch, seconded by Woods, to approve the \$1,000,000 transfer to Old National Bank. Roll call vote: ayes-all. Motion passed. A motion was made by Dresch, seconded by Woods, that the list dated 11/21/2022 totaling \$95,578.67 be approved for payment. Roll call vote: ayes-all. Motion carried.

TREASURER'S REPORT- The October 2022 Treasurer's Report was acknowledged.

REPORTS-

SHERIFF REPORT- Sgt. Joel Gebauer reviewed the October 2022 report. Council discussed the delineators on the curve at City and Riverside, agreeing they need to be replaced but suggesting they will likely be hit again. Sgt. Gebauer also reviewed CLEMIS reporting standards.

PARKS- Vaillencourt reported that the Parks Commission is working with Manchester Township to update the Parks and Recreation Joint Master Plan. She also reported on the school's meeting that discussed the future of Alumni Field. She noted that Manchester Township representation supported that maintenance of Alumni Field should not be just a

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Village taxpayer cost. Vaillencourt reported that at the next Village Parks Commission meeting, she will discuss a Village Parks Commission Ordinance change making it a 7-member commission with 2 representatives from Manchester Township. The idea of a regional parks and recreation authority will be a topic at the next SWWCOG meeting.

PLANNING COMMISSION- Chartrand reviewed the ordinances that would be the subject of public hearings at the December Planning Commission meeting. Sessions noted that he and Vaillencourt had toured a marijuana facility in Belleville, Michigan and that he and Attorney Fred Lucas had written the marijuana ordinances.

DOWNTOWN DEVELOPMENT AUTHORITY- Vaillencourt reported that DDA member Sarah Simmons had not been to a meeting since June 2022 and has not responded to an email to that effect. Vaillencourt recommended that she be removed from the Authority. A motion was made by Chartrand, seconded by Woods, to excuse Sarah Simmons as a member of the DDA. Motion carried.

DPW REPORT- Jones presented his report and noted that leaf pick-up is winding down. He also reported that the new Kubota tractor has been very useful.

MANAGER- Sessions reported that Cathy Dean did not show up for an appointment and has not fulfilled her verbal agreement to sign the sales contract for 134 Adrian Street. She has not been responsive to phone calls. Council directed Sessions to send a letter expressing to Dean their displeasure at her inability to follow thru when they had bargained in good faith. Council also directed Sessions to proceed with the vacant building ordinance process.

Sessions reported on recent interest in the Scrap Masters building.

There being no further business, Vaillencourt adjourned the meeting at 8:52pm

Respectfully submitted,
Julie Schaible, Village Clerk