

APPROVED MINUTES  
MANCHESTER VILLAGE COUNCIL  
February 6th, 2023  
VILLAGE ROOM-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, Chartrand, Dresch, Harvey, Woods and Way. Council members absent: DuRussel. Also present were: Manager Sessions; Clerk Schaible; Brent Jones (DPW); Todd Ducsay; Jody Sharrow; Samantha Tank; Randy Uhr; Dillon Burns; John Day; Kristi, Kayla and Ben Paully; Tom Morelli, Alissa Starling (CWA) and Jeff Fahey.

The minutes of the January 17th, 2023 regular meeting were approved with a correction, on a motion by Dresch, seconded by Woods.

**AGENDA** – The agenda was approved as amended: deleting Old Business: A) Sign Ordinance; adding New Business: H) Water Meters and I) 429 S. Macomb; deleting 11) Treasurer's Report and Committee Reports: A) Sheriff; B) Parks; C) Planning Commission; D) DDA; 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**- Jeff Fahey questioned the removal of the tree in front of 107 Main Street. Jones reported that a large portion of the tree (which was in the right of way) was hollow and it posed a threat to the home. Sessions confirmed that the tree was hollow and noted that a letter regarding the removal had been mailed. Fahey asked if Council was unanimous in the review of the Dairy Queen parcel survey issue from several years ago. Vaillencourt reminded Fahey that, at the time of the site plan review, there was no survey and that a survey was needed to identify the property line so that no building encroached it. Fahey also revisited an issue from last spring where he indicated that there had been a cost share agreement for a new sidewalk. Vaillencourt reminded Fahey that no indication, recollection or record of any such agreement existed. Fahey bought up his current vacant building ordinance violation. Sessions noted the many times Fahey had been given the opportunity to meet with him and Attorney Lillich and suggested it be dealt with at the court on February 22<sup>nd</sup>.

**SPECIAL SESSION CITY STATUS**- Vaillencourt reviewed the process of becoming a city. She presented the proposed Council resolution supporting the transmittal of the proposed charter to the governor of the State of Michigan. A motion was made by Dresch, seconded by Chartrand, that the resolution be adopted. Roll call vote: ayes-all. Motion passed.

A motion was made by Harvey, seconded by Chartrand, that the Zoning Board of Appeals convene. Roll call vote; ayes-all. Motion carried.

**ZONING BOARD OF APPEALS**

Tom Morelli and his family presented their plan to be hobby wine-makers at their home at

207 S. Clinton Street. They would like to sell their wine at farmers markets and possibly establish a tasting room downtown in the future. Morelli noted that he is aware that he may not use the accessory structure on his property for the production and that the state license allows basement production. He also understands that there may be no selling on-premise. Alissa Starling of Carlisle/Wortman, presented the planners review. She noted the R1-B zoning designation of the home and the ZBA interpretation that is needed for the proposed home occupation.

President Vaillencourt opened the public hearing. Morelli presented three letters of support from neighboring residents. Schaible confirmed that no other letters or comments had been received by the Village office. Kristi Paulli, described the passion that she and Morelli have for the project and their feeling of being at home in Manchester.

Hearing no further comment, Vaillencourt closed the public hearing.

Sessions advised Council of the conflicted opinions that he and Starling had for the project which led to not making a recommendation. He noted that Morelli has been great to work with. Starling suggested being careful of setting precedents. Chartrand reported that Morelli has been a perfect neighbor and that his qualities will contribute to Manchester's success. She further noted the unique qualities of his property which would not be duplicated for precedent setting issues. A motion was made by Chartrand, seconded by Dresch, that the appeal be granted contingent upon limit of 1000 gallons per year; no advertising or sales on the premises; no tasting room on the property; no increase in foot or vehicular traffic within the neighborhood; no effluence dumped in the Village sewer system and that all production take place within the enclosed structure of the basement. Roll call vote: ayes-all. Motion passed.

John Day presented the plans for a new sign at the Manchester United Methodist Church at 501 Ann Arbor Street. He reported that the current sing is larger than the proposed one but is still larger than allowed by ordinance. Starling presented the planning review noting the ordinance maximum measurements compared to the proposed measurements. The maximum according to ordinance is 20 square feet and the proposed sign is 40 square feet but the minimum set back is 10 feet and this will be set back 55 square feet, making the larger sign necessary for visibility. Carlisle Wortman recommended approval as a continuation of an existing use.

President Vaillencourt opened the public hearing. Schaible reported that no letters or comments had been received by the Village office. Hearing no comment, she closed the hearing. Day assured Council that the temporary, white, changeable copy sign would no longer be necessary. A motion was made by Harvey, seconded by Woods, that the variance be granted as presented. Roll call vote: ayes-all. Motion carried.

A motion was made by Chartrand, seconded by Woods, that the Zoning Board of Appeals meeting be adjourned and the council meeting be reconvened. Roll call vote: ayes-all. Motion passed.

#### **OLD BUSINESS**- None

#### **NEW BUSINESS**

**PLANNING COMMISSION APPOINTMENT**-Samantha Tank introduced herself. She lives at 306 Beaufort and currently serves on the Charter Commission. A motion was made by

Vaillencourt, seconded by Harvey, that Tank be appointed to the Planning Commission. Motion carried.

VILLAGE CLERK POSITION- Sessions reported that Jessica Kraft, the current Account Clerk has given notice that her last day will be February 28<sup>th</sup>. He also reported that Julie Schaible will be retiring at the end of March. A motion was made by Harvey, seconded by Way, that the two positions be posted and applicants be screened and interviewed. Motion carried. A motion was made by Chartrand, seconded by Woods, that Kraft's resignation be accepted with regret. Motion passed.

WELL NO. 2 REPLACEMENT- Sessions presented the Northern Pump and Well proposal for a new submersible pump for Well no. 2. He noted that this has been budgeted in the Capital Improvement Plan for \$23,000. A motion was made by Chartrand, seconded by Woods, that the bid be accepted in the amount of \$22,568.25. Roll call vote: ayes-all. Motion carried.

PATTERSON PUMP-GALLOWAY BOOSTER STATION- Sessions presented the quote for 2 pumps for the Galloway Lift Station, one as a spare and one for installation as the current pump may be compromised. A motion was made by Harvey, seconded by Way, that the purchase be approved in the amount of \$5,018. Roll call vote; ayes-all. Motion carried.

SLUDGE HAUL CONTRACT- Sessions presented two quotes for sludge removal at the wastewater treatment plant. The current contract has come to an end and lack of disposal sites, government regulations and lack of haulers is combining to make the job more expensive. Sessions and Thompson recommend the Nutrigro bid estimated to be a \$2,264 increase over last years expense in the first year of the 3-yr contract. A motion was made by Dresch, seconded by Chartrand, that the contract with Nutrigro Environmental Solutions, Inc. be approved. Roll call vote; ayes-all. Motion carried.

ATTORNEY FEE AGREEMENT- Sessions presented the attorney fee agreement for the Castleberry & Lucas law firm. He noted that the general attorney fees would be \$200/hr. and the prosecution hourly fee \$150. A motion was made by Dresch, seconded by Harvey, that the agreement be approved as presented. Roll call vote: ayes-all. Motion carried.

FY 2022/2023 6-MTH BUDGET AMENDMENTS- Schaible presented and reviewed the FY 22/23 6-month budgeted amendments. A motion was made by Dresch, seconded by Woods, that they be adopted as presented. Roll call vote: ayes-all. Motion passed.

WATER METERS-Sessions presented the quote to purchase 36 new water meters. He noted the 6 to 9 month lead time and the pro-rated discount associated with the original installation contract. A motion was made by Dresch, seconded by Woods, that the purchase be approved in the amount of \$5,624. Roll call vote: ayes-all. Motion passed.

429 S. MACOMB STREET- Sessions referred to the communications regarding the septic system at 429 S. Macomb and the connection to the village sewer system. He presented the Settlement Agreement and Release of Claims that releases the Village from claims of Kathy McGuire, owner of 429 S. Macomb. A motion was made by Dresch, seconded by Harvey, that the Village enter into the agreement. Roll call vote: ayes-all. Motion passed.

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

- Minutes of the Manchester Village Planning Commission meeting of January 11, 2023.
- Copy of The Review article -Michigan's Local Government System.
- Invitation to the Washtenaw County meeting discussing their 10-year facilities master plan.

**ACCOUNTS PAYABLE** – Council reviewed the payables lists. A motion was made by Dresch, seconded by Chartrand, that the list dated 2/6/2023 totaling \$263,788.10 be approved. Roll call vote: ayes-all. Motion carried.

**REPORTS-**

**HEALTHY COMMUNITIES/WEELLNESS COALTION**-Vaillencourt reviewed the 5 Healthy Towns intervention for the Manchester Area Senior Citizens Council and the one-time, \$10,000 grant from Washtenaw County. She reported that 3 of the 4 surrounding townships are also making contributions to the Seniors. The Manchester Wellness Collation has recommended the \$4000 grant to be applied to rent at the Ackerson building. They are looking a new, larger scale, regional recreation and educational program geared towards adults.

**DPW REPORT**- Jones presented his report highlighting installation of the automated external defibrillator at the Village Hall. He also reported that installing the driveway between the WWTP and the Village Hall had taken a couple of days and the gate had cost \$3800.

**MANAGER**- Sessions asked Council to review the brick samples for the WWTP project and let him know their preferences.

There being no further business, Vaillencourt adjourned the meeting at 9:04pm.  
Julie Schaible, Village Clerk