

APPROVED MINUTES
MANCHESTER VILLAGE COUNCIL
April 3rd, 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, DuRussel, Harvey, Way and Woods. Council members absent: None. Also present were: Manager Sessions, Clerk Kuhnle, Brent Jones (DPW), Jack Gould (Treasurer), Joel Gebauer (WCSSO), Faith Cordova (The Taco Truck of Clinton), Joe Kaufman (Jonathan's Concession and Catering), Paul & Sara Bearman (S'mac & Cheese Buffet).

The minutes of the March 20, 2023 regular meeting were approved on a motion by Dresch, seconded by Harvey. All ayes, motion carried.

AGENDA – The agenda was approved as amended: Addition of New Business agenda item F) Parks Commissioner Appointment; deleting Old Business: A) Sign Ordinance and B) Goals and Objectives; and Committee Reports: A) Sheriff; C) Planning Commission; D) Downtown Development Authority; E) Healthy Communities/Wellness Coalition; F) Manchester Community Joint Planning Commission; G) Building Committee; H) Personnel Committee; and I) Finance Committee; on a motion by Dresch, seconded by Woods.

PUBLIC PARTICIPATION - Faith Cordova of The Taco Truck of Clinton presented the idea of putting a cap on the daily fee for transient merchants.

SPECIAL SESSION CITY STATUS - Sessions reported that the proposed City Charter is currently being reviewed by the Governor's Office.

OLD BUSINESS - None

NEW BUSINESS -

PAID TIME OFF- Manager Sessions presented the Village of Manchester currently has a Paid Time Off (PTO) policy that does not allow employees to take PTO for their first year of employment. A motion was made by Dresch, seconded by Woods, for a change in policy to allow for new employees to accrue and take PTO after they've completed their probationary period. Existing employees would move to an accrual system in lieu of annual deposit. Roll call vote: ayes-all. Motion Carried.

CHECK SIGNER RESOLUTION- It has been deemed appropriate to change the check signers on the checking accounts for the Village of Manchester due to the retirement of the previous Village Clerk. A motion was made by Dresch, seconded by Chartrand, to update the signers on accounts to be: John D. Gould as Village Treasurer, Brittany Kuhnle as Village Clerk, and Michael S. Sessions as Village Manager. Motion carried.

SOIL CHANGE ORDER - WWTP- A quote was presented by Grand River Construction for a Soil Change Order for the work scope associated with the unsuitable soil discovered beneath the footprint of the new building. A motion was made by Dresch, seconded by Way, to

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approve the quote in the amount of \$19, 746.00 in order to resolve the soil issue and continue the project. Roll call vote: ayes-all. Motion passed.

SEWER RATES- Village Treasurer Gould discussed sewer rates with the Village Council and how they should be set for the next fiscal year while also providing a better understanding of the Capital Improvement Plan. Revisions will be made and topic will be revisited.

VACANT BUILDING ORDINANCE- A proposal to amend the Vacant Building Ordinance in order to provide a clearer definition of a vacant building was introduced. A motion was made by Way, seconded by Chartrand, to approve the amendment as proposed. Roll call vote: ayes-all. Motion carried.

PARKS COMMISSIONER APPOINTMENT- Vaillencourt recommended that she be appointed to the Parks Commission in order to provide a quorum. A Motion was made by Dresch, seconded by Woods to appoint Vaillencourt to the Parks Commission. Motion carried.

CORRESPONDENCE- Council acknowledged the following correspondence:

- Minutes of the Manchester Township special meeting of February 14, 2023.
- Minutes of the Manchester Township regular meeting of February 14, 2023.
- Unapproved minutes of the March 15, 2023 DDA meeting.

ACCOUNTS PAYABLE – Council reviewed the payables lists. A motion was made by Dresch, seconded by Woods, that the list dated 04/04/2023 totaling \$23,967.46 be approved. Roll call vote: ayes-all. Motion carried.

TREASURER'S REPORT- The February 2023 Treasurer's Report was acknowledged.

REPORTS-

PARKS COMMISSION- DuRussel reported that the Parks Commission had met and discussed upgrading the parking lots.

DPW REPORT: Jones presented his report highlighting the lead line replacements for the current and following week.

MANAGER- Sessions reported on ongoing in the Village of Manchester.

There being no further business, Vaillencourt adjourned the meeting at 9:16 p.m.

Brittany Kuhnle, Village Clerk