

Approved Minutes
Manchester City Council
Council Chambers – City Hall
912 City Rd, Manchester, MI 48158
November 20, 2023
7:00 PM

PLEDGE OF ALLEGIANCE

The first regular meeting of Manchester City Council opened at 7:00 PM with the Pledge of Allegiance.

SWEARING-IN OF MAYOR AND COUNCILMEMBERS

City Clerk Kuhnle swore in Marsha Johnson Chartrand, Cynthia Dresch, Patrick J. DuRussel, Steven Harvey, Sue LaRocque, and Martin J. Way as City Councilmembers; Patricia K. Vaillencourt as City Mayor; and Michael Sessions as City Manager.

ROLL CALL

Chartrand – Present
Dresch – Present
DuRussel – Present
Harvey – Present
LaRocque – Present
Way – Present
Vaillencourt - Present

Also Attending: Dwayne Vaillencourt, Kathy Dimond, Georgia Frost, J. Gebauer (WCSO), Clerk Kuhnle, Manager Sessions

APPROVAL OF MINUTES

Manchester Village Council Meeting – November 6, 2023
Motion: Harvey Second: Dresch
To approve the November 6th regular meeting minutes.

Ayes: Chartrand, Dresch, DuRussel, Harvey, LaRocque, Way, Vaillencourt
Nays: None
Absent: None
Motion Carried

APPROVAL OF AGENDA

Motion: Dresch Second: Way
To approve the agenda as presented:
Deleting: Old Business, Parks Commission, Planning Commission, Healthy Communities/Wellness Coalition, Manchester Community Joint Planning Commission, Building Committee, Finance Committee.
Adding: Road Closure for Christmas in the Village

Ayes: Chartrand, Dresch, DuRussel, Harvey, LaRocque, Way, Vaillencourt
Nays: None
Absent: None
Motion Carried

PUBLIC PARTICIPATION

Georgia Frost of Representative Debbie Dingell's office came to introduce herself to the new City Council and offer support as the Field Representative for this geographical area.

NEW BUSINESS

A) New Appointments:

Mayor Pro Tempore:

Martin Way

Motion: Dresch Second: Chartrand

Ayes – all, Motion carried.

Planning Commission:

William Brinkman

Laurie Brewis

Samantha Tank

Marsha Chartrand

John Hinkley

Motion: Chartrand Second: Dresch

Ayes – all, Motion carried.

Representatives:

Council to SWWCOG:

Patricia Vaillencourt

Council to Joint Planning:

Patricia Vaillencourt & Marsha Chartrand

Planning to Joint Planning:

William Brinkman

Motion: Dresch Second: DuRussel

Ayes – all, Motion carried.

Manager to WWCA:

Michael Sessions

Alternate:

Martin Way

Motion: Harvey Second: Chartrand

Ayes – all, Motion carried.

Building Committee:

Patricia Vaillencourt

Martin Way

Michael Sessions

Motion: Chartrand Second: Harvey

Ayes – all, Motion carried.

DPW Committee:

Pat DuRussel

Brent Jones

Michael Sessions

Motion: Dresch Second: Harvey

Ayes – all, Motion carried.

Finance Committee:

Patricia Vaillencourt

Cynthia Dresch

Michael Sessions

Brittany Kuhnle

Jack Gould

Motion: Harvey Second: Way

Ayes – all, Motion carried.

Ordinance Committee:

Patricia Vaillencourt

Michael Sessions

Brittany Kuhnle

Sgt. Joel Gebauer

Steven Harvey

Motion: Dresch Second: DuRussel

Ayes – all, Motion carried.

District Library:

David Nelson & Chritine Krause

Motion: Dresch Second: Harvey

Ayes – all, Motion carried.

Council to CRC:

Pat Vaillencourt

5 Healthy Towns:

Cynthia Dresch

River Raisin Watershed:

Pat Vaillencourt

Motion: Chartrand Second: Harvey

Ayes – all, Motion carried.

Parks Commission:

Pat DuRussel

Lisa DuRussel

Kindra Weid

Sue Gleason

Elizabeth Hastings

Patricia K. Vaillencourt

Motion: Harvey Second: Chartrand

Ayes – all, Motion carried.

Personnel Committee:
Patricia Vaillencourt
Martin Way
Cynthia Dresch
Michael Sessions
Motion: Harvey Second: DuRussel
Ayes – all, Motion carried.

Sheriff Department Committee:
Patricia Vaillencourt
Steven Harvey
Michael Sessions
Sgt. Joel Gebauer
Motion: LaRocque Second: DuRussel
Ayes – all, Motion carried.

Miscellaneous Appointments:
Street Administrator:
Michael Sessions
Zoning Inspector:
Michael Sessions
Sewer Inspector:
Brent Jones
Building Inspector:
Jim Coval
Electrical Inspector:
Doug Parr
Plumbing Inspector:
Tom Trudeau
Mechanical Inspector:
Jim Wiech

Fire Inspector:
Bill Scully
Motion: LaRocque Second: DuRussel
Ayes – all, Motion carried.

Attorney:
Castleberry & Lucas
Auditor:
Markowski & Co
Engineer:
IMEG
Planner:
Carlisle/Wortman Associates
Fire Department:
Manchester Township Fire Department
Library:
Manchester District Library
Building Department:
Western Washtenaw Construction Authority
Motion: Dresch Second: Harvey
Ayes – all, Motion carried.

DDA Board of Directors:
Patricia K. Vaillencourt
Christina Mersereau
Santo Guido
Ray Berg
Susan Fielder
Joe Jarvis
Dan Baldwin
Susan LaRocque
Denise Collins
Motion: Way Second: DuRussel
Ayes – all, Motion carried.

SHERIFF'S REPORT:

Sgt. Gebauer (WCSO) presented the Sheriff's Report for October 2023.

NEW BUSINESS

B) Road Closure for Christmas in the Village: (Item K moved to item B)

Motion: Dresch Second: Chartrand
To approve road closure barricades as defined for the Christmas Parade December 1st:
Main St & Union – 2 (6pm-7pm)
Main St & Macomb – 2 (6pm-7pm)
Main St & Washington – 2 (6pm-7pm)
Main St & Clinton – 2 (6pm-7pm)
Main St & M52 – 1 (6pm-7pm)
Main St & Adrian – 1 (6pm-8pm)
Duncan & Adrian – 1 (6pm-8pm)
Clinton & Okrow – 1 (6pm-8pm)

Ayes: Chartrand, Dresch, DuRussel, Harvey, LaRocque, Way, Vaillencourt
Nays: None
Absent: None

Motion Carried

C) Division of Assets Committee: (Item B moved to item C)

Motion: Way Second: DuRussel

To appoint a committee to negotiate the division of assets with Manchester Township consisting of:
Michael Sessions, Patricia Vaillencourt, Jeff Wallace, Cynthia Dresch

Ayes: Chartrand, Dresch, DuRussel, Harvey, LaRocque, Way, Vaillencourt

Nays: None

Absent: None

Motion Carried

D) Village/City word in Code – Ordinance Updates: (Item C moved to item D)

Motion: Chartrand Second: Dresch

To set a public hearing for December 4, 2023 on the adoption of Proposed Ordinance #1 for the City of Manchester, to change the word "Village" to the word "City" in the Manchester Code of Ordinances.

Ayes: Chartrand, Dresch, DuRussel, Harvey, LaRocque, Way, Vaillencourt

Nays: None

Absent: None

Motion Carried

E) Election Equipment Purchases: (Item D moved to item E)

Motion: Dresch Second: Way

To approve the quote from Hart InterCivic in the amount of \$10, 355.00 for the purchase of election equipment.

Ayes: Chartrand, Dresch, DuRussel, Harvey, LaRocque, Way, Vaillencourt

Nays: None

Absent: None

Motion Carried

F) Early Voting Agreement: (Item J moved to item F)

Motion: Chartrand Second: LaRocque

To approve the City of Manchester to join the County Early Voting Agreement with Washtenaw County.

Ayes: Chartrand, Dresch, DuRussel, Harvey, LaRocque, Way, Vaillencourt

Nays: None

Absent: None

Motion Carried

G) BS&A Software Quote – Assessing: (Item E moved to item G)

Motion: Dresch Second: DuRussel

To approve the quote from BS&A Software in the amount of up to \$7, 090.00 for the purchase of BS&A Assessing.

Ayes: Chartrand, Dresch, DuRussel, Harvey, LaRocque, Way, Vaillencourt

Nays: None

Absent: None

Motion Carried

H) Meeting Schedule: (Item F moved to item H)

Motion: Dresch

Second: Harvey

To approve the adoption of the Regular City Council Meeting schedule for 2023.

Ayes: Chartrand, Dresch, DuRussel, Harvey, LaRocque, Way, Vaillencourt

Nays: None

Absent: None

Motion Carried

I) Social District Expansion for November 22, 2023: (Item G moved to item I)

Motion: DuRussel

Second: Harvey

To allow the Social District be allowed to be operated on Wednesday, November 22, 2023.

Ayes: Chartrand, Dresch, DuRussel, Harvey, LaRocque, Way, Vaillencourt

Nays: None

Absent: None

Motion Carried

J) SCADA Upgrades: (Item H moved to item J)

Motion: Dresch

Second: DuRussel

To approve the quote from UIS in the amount of \$34, 525.00 for PLC and SCADA upgrades to the Sequence Batch Reactors at the Wastewater Treatment Plant.

Ayes: Chartrand, Dresch, DuRussel, Harvey, LaRocque, Way, Vaillencourt

Nays: None

Absent: None

Motion Carried

K) Senior Center: (Item I moved to item K)

Motion: Dresch

Second: DuRussel

To approve allowing Superintendent Jones to put together actual costs and put out bids regarding the Senior Center remodel.

Ayes: Chartrand, Dresch, DuRussel, Harvey, LaRocque, Way, Vaillencourt

Nays: None

Absent: None

Motion Carried

FUTURE NEW BUSINESS:

- A) Election Commission Appointments – Dec. 4th Meeting
- B) BOR Appointments – Dec. 4th Meeting
- C) Website Domain & Emails – Dec. 4th Meeting
- D) Rules and Procedures – Will convene Personnel Committee to discuss
- E) Dog Prohibition Ordinance in Ball Diamonds - Dec. 4th Meeting
- F) Sign Ordinance – Later Meeting Date to be Reviewed

CORRESPONDENCE: None

ACCOUNTS PAYABLE:

Motion: Dresch

Second: DuRussel

To approve accounts payable dated November 17, 2023, in the amount of \$135, 496.72.

Ayes: Chartrand, Dresch, DuRussel, Harvey, LaRocque, Way, Vaillencourt

Nays: None

Absent: None

Motion Carried

TREASURER'S REPORT:

The October 2023 Treasurer's Report was acknowledged.

REPORTS:

DDA: Had a guest from Michigan Main Street present at their last meeting regarding programs they offer and information regarding direction and advice specific to the community.

DPW: Finishing leaf pickup and will begin Christmas Decorations the following week.

MANAGER: Update provided regarding looking into abandoned vehicle statutes.

ADJOURN:

Mayor Vaillencourt adjourned the meeting at 9:34 P.M.

Patricia K. Vaillencourt, Mayor

Brittany Kuhnle, City Clerk