

Village of Decatur
Regular Council Meeting, Monday, July 9th, 2018

Present: *Elwaer, Hayes, Jackson, Mead, Pachner, Stull*

Absent: *Gunther*

Guests: *Police Chief VanDerWoude; and 20 visitors.*

The meeting was called to order in the Decatur Village Hall by President Elwaer at 7:00 PM

1. The Pledge of Allegiance was led by President Elwaer. *Pledge of Allegiance*
2. Public Comment was given. *Public Comment*
3. Mead moved, Stull seconded, CARRIED, to approve the Consent Agenda consisting of the Agenda, Minutes from the May 7th Regular Meeting, and Bills totaling \$73,288.61. All were in favor. *Consent Agenda*
4. Correspondence
 - a. Letter from Van Buren Sherriff's Office
 - i. Lt. James Charon evaluated the Health & Safety (dog at large etc.) complaints that have been reported to our dispatch center. Upon reviewing the numbers for 2018, the Village of Decatur has had 20 calls for service related to Health and Safety. The Village of Decatur's 20 calls for the year, 2 last month, make up about 3% of the total Health & Safety calls throughout the County of Van Buren. This is comparable to other jurisdictions within the county with the City of Gobles at 16, the Village of Paw Paw at 30, and the City of Bangor and the City of Hartford had 31 calls in that same timeframe. Lt. Charon indicated he will continue to monitor the calls for service but at this time he did not see that a problem exists within the village. *Letter from Lt. James Charon from Van Buren County Dispatch*
5. Larry Hummel – Van Buren County Road Commission Millage Proposal *VB County Road Commission Millage Proposal Presentation*
 - i. Larry Hummel presented the council and visitors the proposed upcoming road millage that will be on the August Ballot. Hummel indicated that this will be a 3 mill Road Millage for 12 years. The average homeowner will pay approximately \$180/year, which equates to \$15 per month. Initially, the focus will be on the primary roads. Hummel noted that most residents live within 2-3 miles of a primary road.
6. Officer Reports *Officer Reports*
 - a. Village Attorney's Report
 - i. No Report
 - b. Department of Public Work's Report – No further questions
 - i. Foreman Ebeling stated that June was a busy month with the setup and cleanup of Girls on the Run and Midwest Fest. Ebeling indicated that they caught up on their mowing with all the rain and heat. Grass and brush cleanup continued, and weeds were sprayed throughout the Village. There was a water service replaced at 415 W. Delaware. Trees were picked and marked for tree removal bids. The rotary mower for the Kubuta was picked up and installed. New mulch was installed at Raider Romp. The retention pond on Beers St. trimming started. The construction of the new lifeguard stand has commenced. Water issues at the Decatur Downs were addressed. Sewer line maintenance was completed in some areas of the village. Scrap left over from Dump Day was hauled. And, the May DMR's were submitted.

c. Chief of Police Report

- i. Decatur Midwest Festival was held on June 2nd. This event required significant planning and staffing. The event went well and required no significant police action.
- ii. June Training / Schools attended: June 4-8 and 11-14, Officer Weber, Firearms Instructor Training. June 14th: Sgt. Rigg, PIO (Public Information Officer) Training / Workshop. June 24-27: Chief VanDerWoude, MACP Conference
- iii. VanDerWoude reported that Van Buren County Chief's Association recently awarded Four Scholarships to Four High School Seniors (\$400 each). All four were very qualified and they were all interviewed. The interview panel couldn't decide between the four candidates and ultimately decided on all four to receive a scholarship. This created a problem as the Chief's Association did not have enough money in our account. VanDerWoude indicated that the other Chiefs and him had donated their own money to make up the difference so each of the applicants could receive a scholarship towards their college.

The four recipients were Brett Robertson, Juan Sarat, Mackenzie Gregory, and Gretel Espinoza-Marroquin

d. Village Clerk and Treasurer's Report

- i. Babcock reported that summertime has arrived once again and, in turn, tax season. The first tax payments have started to arrive at the Village Office. Babcock indicated that the tax roll was finalized with the Van Buren County Treasurer's Office at the beginning of June.
- ii. Babcock reported that, to date, there have been no problems or issues with tax payments. As a reminder, the Village Office will continue to receive payments at the during normal business hours through September 14th, 2018. As of the September 15th, delinquent fees will be added and they will then become payable to the county.
- iii. Babcock reported that she would like to start exploring an electronic time card system for all employees. Moving to an electronic timecard system would allow for much quicker processing time, allowing employees and supervisors to sign off on hours digitally, easily check time off balances, and a host of other possible advantages. She indicated that she would like to look at some options and present information later this fall.
- iv. Babcock reported cash balances for all funds noting that as of June 30, 2018 the Village had \$ 3,335,367.11 in cash and cash equivalents across the funds.

e. Village Manager's Report

- i. Newton noted that Bernie Sherburn had spoken with him regarding the "Welcome to Decatur" sign along M-51 on the southwest side of town. He noted the sign could use some attention. Newton stated that Sherburn had proposed that if the village was willing to work on cleaning up the overgrown vegetation, improving the landscaping, new shingles for the small roof on the sign, and facilitate some new signage for the community groups that he would be willing to cover the costs of running electric and light up the sign. Newton stated he thought that was a pretty good deal and a good idea for the community. He indicated that it's always nice to have those present well and be a positive landmark as people enter the community. Newton further stated that he will be working with Foreman Ebeling to facilitate repairs to the sign and landscaping and working to get new/updated signage from community groups that would like to be featured on the sign.

- ii. Newton noted the last month has been busy with community events, noting Midwest Festival, Girls on the Run, 4th of July, and the Raider Stomp. Newton stated that following Midwest Festival they had a meeting to discuss some details as to how things went, what worked well, what might be improved, and possible suggestions/changes for future years. Newton stated that, all in all, he was pleased with how the event went and thought that this could be a great building block for a solid “kickoff to summer” here in Decatur annually. In addition, he noted the recent 4th of July festivities and, overall, he felt the response received has been overwhelmingly positive. Newton noted that the fireworks were noticeably improved with much shorter delays between shots, bigger shells, and a “grander” display overall. Newton stated he was pleased with how everything turned out and looked forward to refining and improving things even more for next year. Newton noted 2 areas he’d like to explore for next year. First, the timing of the show, noting that it started at 10:30 PM and some residents had indicated they felt it was a bit late. Secondly, Newton indicated that he’d like to make the Fireworks Show into more of an event in the community, stating that it might be worth exploring a designated “viewing area” for the fireworks and to facilitate concessions at that location. He identified the Athletic Complex at the school or Red Wolfe Park as possible locations. Newton also reminded everyone that the next community event would be Decatur Day on August 4th.
- iii. Newton stated he had spoken with representatives from Gabridge & Co. and they expect the audit to be finalized in a few weeks. He indicated that an audit presentation would likely be given at the August or September Regular Meeting.
- iv. Newton stated that all paperwork for Invoice Cloud had been completed and he anticipates that the service would go live for use the last week of September.
- v. Newton indicated that the jail crew would not be assisting with blight cleanup at 504 Paw Paw ST. He further stated that Chief VanDerWoude, Foreman Ebeling, and himself would be meeting to get a plan in place for the village staff to facilitate cleanup efforts.
- vi. Newton stated that he was still waiting on the Waste Management contract extension but anticipated receiving it shortly. During the discussion, Newton noted that the original plan was to sign the final 3-year extension and move the billing in-house. During the discussion, Stull inquired whether the Village should seek bids from other vendors. Mead commented that he felt the Village should consider exiting the contract and opening it up for residents to choose. Newton will present further information at August Meeting.
- vii. Newton stated that proposals for the codification of the Village Ordinances will be presented at the August Regular Meeting for approval.
- viii. Newton noted Babcock and himself would be attending the 2nd Annual Local Officials Meeting being held by Beth Griffin on July 30th. The event will run from 8:00AM to 1:00PM and give a great forum for local officials to discuss several topics with our State Representative, network with others, and to hear where we stand on a number of issues with the State of Michigan. Newton indicated that any interested Trustees could contact him for details and to get registered to attend.

7. Unfinished Business

- a. Pachner Moved, Mead seconded, CARRIED to approve the Decatur Hamilton Fire Administration Board to sell the old 1420 fire truck for a minimum bid of \$10,000.00.

Roll Call Vote

Aye: Jackson, Hayes, Pachner, Mead, Stull, Elwaer

DHFD Fire Truck

No: None
Abs: Gunther

- b. 2 proposals were reviewed for the proposed Tree Removal & Trimming Project. The first bid was from Flory Tree Service in the amount of \$8,300.00. The second bid came in from J.C. & Sons in the amount of \$8,200.00. Following discussion, Village Council requested that the project be rebid utilizing sealed bids to be opened at August Meeting. *Tree Removal*
8. New Business
- a. Mead moved, Pachner seconded, CARRIED, to approve the appointment of Fred Reeder to the DDA Board for a 3-year term. All were in favor. *DDA Appointment*
- b. Jackson moved, Mead seconded, CARRIED, to approve Resolution 2018-11: Newell Chapel Annexation. *Newell Chapel Annexation*
Roll Call Vote
Aye: Jackson, Hayes, Pachner, Mead, Stull, Elwaer
No: None
Abs: Gunther
- c. Mead moved, Pachner seconded, CARRIED to move to approve the bid from Pixelvine Creative for an update to the village website in the amount of \$1,075.00 plus \$65.00 for month for month hosting and support. *Website Redesign/Refresh*
Roll Call Vote:
Aye: Jackson, Hayes, Pachner, Mead, Stull, Elwaer
No: None
Abs: Gunther
- d. Mead motioned, Pachner seconded, CARRIED to approve the quote from Pixelvine Creative to provide email services in the amount of \$375.00 for setup costs and \$135.00 per month thereafter. *Email Service*
Roll call Vote:
Aye: Pachner, Mead, Stull, Elwaer
No: Jackson, Hayes
Abs: Gunther
- e. Jackson motioned, Hayes seconded, CARRIED to approve the quote from Wightman & Associates to complete the Storm System Master Plan in the amount of \$18,500.00 plus reimbursable expense. *Storm Sewer Master Plan*
Roll Call Vote:
Ayes: Jackson, Hayes, Mead, Elwaer
No: Pachner, Stull
Abs: Gunther
- f. Mead motioned, Jackson seconded, CARRIED to approve the bid from Wightman & Associates to provide manhole lining specs, contract documents, and bid assistance in the amount of \$7,500.00 plus reimbursable expenses *Manhole Lining*
Roll Call Vote:
Aye: Jackson, Hayes, Pachner, Mead, Stull, Elwaer
No: None
Absent: Gunther
- g. Stull motioned, Mead seconded, CARRIED to approve to allow Village Manager Newton to have a survey completed of parcel 80-43-060-024-00 to determine the portion to be split and to offer the parcel to Tortorelli's at the price of one-half of the survey and the split fees. *Sale of Real Estate*
Roll Call Vote:
Aye: Jackson, Hayes, Pachner, Mead, Stull, Elwaer

No: None
Abs: Gunther

9. Public Comment was given.

Public Comment

10. Council Comment was given.

Council Comment

11. Mead moved, Jackson seconded, CARRIED, to adjourn the meeting at 8:03 PM. All were in favor.

Adjournment