

EDMORE VILLAGE COUNCIL
APPROVED JOURNAL OF MINUTES
July 9, 2018

1. **CALL TO ORDER:** The regular session of the Village of Edmore Council was called to order on Monday, July 9, 2018, at 7:00 p.m. in the Curtis Community Building by **President Pro-Tem Aaron Hadley**.
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL:** Members Present – **Bonnie Ashbaugh, Gloria Burr, Bonnie Davis, Karen Deja, Aaron Hadley, Phil Kohn**. Also present were: **Elaine Leak** – Village Treasurer, **Michelle Leak-Rensland** – Village Clerk, **Neil Rankin** – Village Manager, **Sgt. Travis Rose** – Montcalm County Sheriff's Department, **Bob Wilcox** – Fleis & Vandenbrink.
4. **APPROVAL OF AGENDA:** Add item under New Business: g) Potato Festival Committee Request. Motion by **Ashbaugh** to approve the agenda as amended, supported by **Burr**.
MOTION PASSES 6-0.
5. **PUBLIC HEARING:** None
6. **PRESENTATION:** Bob Wilcox – Fleis & Vandenbrink. Mr. Wilcox presented updated information for the 10th Street project and the SAW Grant.
7. **PUBLIC COMMENTS:**
 - a. Mr. Guild asked about room capacity concerning holding meetings in the office area.
8. **DEPARTMENTAL REPORTS:**
 - a. **POLICE REPORT:** Report on file. Residents can contact Sgt. Rose at trose@montcalm.us.
 - b. **FINANCE REPORT:** Report on file. All loans are current.
 - c. **DPW REPORT:** Focusing on chip sealing selected streets.
 - d. **CLERK REPORT:** No report.
 - e. **TREASURER REPORT:** **Elaine Leak** informed Council that she is working on accounts for May. Report on file.
9. **COMMITTEE REPORTS:**
 - a. **ORDINANCE COMMITTEE:** Continuing work on Noise Ordinance. Want to set up hearing on changes as soon as possible, possible special meeting to set hearing date.

10. MANAGER REPORT: Neil Rankin – Report on file.

11. OLD BUSINESS:

- a. PURCHASE AGREEMENT PROPOSAL ADDENDUM – Motion by **Davis** to approve Addendum #1 to both standing purchase agreements at the Sunrise Development, supported by **Kohn**. Discussion: **Hadley** – Was discussed last month but council wanted to see wording. Kathy Jo of the Right place shared information on the Brownfield Development Process. Proceeds from property sales will be applied to the evaluation of environmental status of the parcel. **Kohn** – How long will testing take? Kathy – 2 phases of testing, time depends on findings but usually can be done in 3 months. ROLL CALL VOTE: YES – **Ashbaugh, Burr, Davis, Deja, Hadley, Kohn**. MOTION PASSES 6-0.
- b. SIGNATURE ASSOCIATES LISTING EXTENSION – Motion by **Burr** to extend contract until June 7, 2019, supported by **Deja**. Discussion: **Rankin** – Same contract as before, just new ending date. ROLL CALL VOTE: YES – **Ashbaugh, Burr, Davis, Deja, Hadley, Kohn**. MOTION PASSES 6-0.

12. NEW BUSINESS:

- a. MEETING MINUTES – Minutes presented from the June 11, 2018 Regular Meeting for approval. Correction: Remove time of meeting from May Ordinance report. Motion by **Deja** to accept as corrected, supported by **Burr**. MOTION PASSES 6-0.
- b. PAYMENT OF BILLS – Motion by **Deja** to approve payment of the June/July bills, supported by **Ashbaugh**. ROLL CALL VOTE: YES – **Ashbaugh, Burr, Davis, Deja, Hadley, Kohn**. MOTION PASSES 6-0.
- c. EASEMENT AGREEMENT FOR SOUTH 10TH STREET – Motion by **Ashbaugh** that the easement with Packaging Corporation of America as submitted at this evening's meeting be approved and that the Village President and/or Manager be authorized to execute the same on behalf of the Village and to take all other actions reasonable necessary to implement the easement; and further that the Village President and/or Manager be authorized to approve non-substantive changes to the easement as deemed reasonable necessary prior to its recording, supported by **Kohn**. Discussion: **Ashbaugh** – Where is this document? **Rankin** – PCA Attorney is sending through channels and will get to us this week. This statement clears the way for Neil and Aaron to finalize the easement. ROLL CALL VOTE: YES – **Ashbaugh, Davis, Deja, Hadley, Kohn**. NO – **Burr**. MOTION PASSES 5-1.
- d. 10TH STREET ENGINEERING AMENDMENT – Motion by **Kohn** to accept the amendment to the Engineering Services Agreement, supported by **Davis**. Discussion: Bob Wilcox from F&V – There is a need to do a full reconstruction of the street due to heavy-duty traffic concerning PCA. Full concrete is recommended rather than a concrete overlay in PCA area, asphalt up to well house. This will double the contractor schedule to 42 days. **Kohn** - Asking for \$8,900 for additional 21 days? (Yes). **Burr** – Is cement

- included? (Yes). PCA is paying for cement work? (Yes). **Ashbaugh** – What has changed? Concrete always has been included in discussions. **Burr** – Concrete was in 12-17-18 proposal, should not be additional costs. Making it sound like this is something completely new. **Wilcox** – These are cost changes from our initial plan to the current design phase. **Kohn** – Concrete work will need extra time to dry, but this should be no surprise it would be a 42-day project since concrete has been previously included in planning ideas. **Hadley** – Original plans were made before need for easements came to light, this now updates plan to handle easement needs. Longer project equals higher costs. **Deja** – Is PCA going to help cover extra costs? **Hadley** – Originally Council voted to cover all engineering costs. **Rankin** – Still negotiating final costs, costs related to concrete can be passed on to PCA portion. ROLL CALL VOTE: YES – **Ashbaugh, Davis, Deja, Hadley, Kohn**. NO – **Burr**. MOTION PASSES 5-1.
- e. DRAFT PCA FINANCIAL AGREEMENT – *Discussion only, no action taken*. **Rankin** – Sample document available for viewing, will vote again when all numbers are collected. All bids have been passed to PCA to fill in blanks as costs are decided. **Hadley** – No work will begin until both PCA and Council approve agreement. **Rankin** – Might begin project and adjust numbers as actual costs are reported. **Kohn** – What percentage is PCA covering? **Wilcox** – Estimated that PCA will be responsible for 50% of project, which includes all of the costs related to concrete. **Kohn** – Do we have agreement with PCA on that general range? **Rankin** – Concrete costs will be about 83,000, half of the projected costs.
- f. SOUTH 10TH STREET BIDS – Motion by **Ashbaugh** to accept the bid from The Isabella Corporation of \$164,408.60 for the south 10th Street improvement project, supported by **Davis**. Discussion: **Wilcox** – Met with all companies to discuss availability and work schedules. He recommends awarding the bid to the Isabella Corporation. **Deja** – Did we get any info of costs that didn't include asphalt to the wellhouse? **Wilcox** – We can ask contractor to estimate those costs. Maintenance of road is an issue if we don't cover with asphalt. **Kohn** – Doesn't see need to go past PCA property line. Has inspected the road, nothing wrong with it. **Burr** – Would be a waste of money, can do own improvements with DPW staff. **Hadley** – Village portion of the project would come from local roads fund. **Rankin** – Plowing is issue, would like a smooth surface. **Burr** – Plowing in the past has not been a problem. Would like to see costs with no work to lift station. ROLL CALL VOTE: YES – **Ashbaugh, Davis, Hadley**. NO – **Burr, Deja, Kohn**. MOTION DEFEATED, 3-3, NEEDED MAJORITY OF COUNCIL APPROVAL.
- g. POTATO FESTIVAL COMMITTEE REQUEST – Motion by **Deja** to allow Festival Committee to use picnic tables for Potato Festival activities at the main festival location, supported by **Kohn**. **Rankin** – Would be using the tables that are in the Meijer Trail pavilion, would like about 15 tables. MOTION PASSES 6 – 0.

13. PUBLIC COMMENTS: One comment was withdrawn.

14. COUNCIL COMMENTS:

- a. **Ashbaugh** feels the DPW is taking nice care of the village.
- b. **Deja** likes the new banners downtown. DDA created design, asked businesses to purchase.
- c. **Kohn** mentioned a former Montabella teacher and football coach, Norb Miller, has passed away. He stated that filling the Village President vacancy should have been done by now. He also handed out packets to Council Members, adding that the Personnel Committee has some work to do.
- d. **Burr** asked about the fence ordinance enforcement, as work is continuing on a fence that doesn't meet new standards. Also asked about noise ordinance enforcement as she has been contacted about problems. It is her understanding that the village manager should be the first step in notifying residents of violations. Ordinances are being made, but not enforced.
- e. **Davis** stated the village does not have a person to enforce the ordinances on staff.
- f. **Rankin** reminded council members that he is not a code enforcement officer. People need to notify the police about situations when they are happening.

15. MOTION TO ADJOURN: **Hadley** adjourned the meeting at 8:15 p.m.



Village Clerk



Village President

Approved for Publication

NEXT MEETING:

Monday, August 13, 2018 at 7:00 pm