EDWARDSBURG VILLAGE COUNCIL MINUTES

September 21, 2020

The meeting of the Edwardsburg Village Council was called to order at 7:00 pm by President Scott Mackling, those in attendance were Paula Ralph (Clerk), and Trustees Debb Martin, Dennis Peak, Terry Bidwell, Jay Penny, Laura Hughes, and Kellen VanHulle.
Absent: Lisa Withers (Treasurer)

Approval of Agenda: Motion made by Bidwell, seconded by Hughes to approve the agenda. All in favor. Motion carried.

Public Comments: County Commissioner Roseann Marchetti provided the board with topics of interest within the county. A complete transcript of the minutes can be found at www.casscountymi.org.

Approval of Minutes: Motion made by Bidwell, seconded by Hughes to approve the minutes of the 8/17/2020 Regular board meeting. All in favor. Motion carried.

Approval of Revenue/Expenditure Report: Motion made by VanHulle, seconded by Peak to approve the Revenue/Expenditure Report for the period of 04/01/2020 to 8/31/2020 as presented. All in favor. Motion carried.

Approval of Check Register Report: Motion made by Peak, seconded by Bidwell to approve the Check Register Report checks #34263-34353. Roll call vote. All in favor. Motion carried.

Treasurer's Report: The August 2020 (unaudited) report indicated that for the month receipts totaled $96,289.93, and the status of the certificates of deposit and savings accounts.

UNFINISHED BUSINESS

COMMITTEE REPORTS

Presidents Report: Motion made by VanHulle, supported by Martin to pay Kotz Sangster Wysocki P.C. $23,112.50 (101-104-826) for legal fees. Roll call vote. All in favor. Motion carried.

Cemetery Board: Met on September 8th. Agreed to buy back 6 lots.

Enforcement Officer/Zoning Administrator: Dawn Bolock gave an update on current and previous violations, what has been done and what further action is being taken.

Building/Electrical/Plumbing/Mechanical Reports: Building Permits: 1 permit issued; $380.00 fees collected. Mechanical Permits: 1 permit issued; $180.00 fees collected.

Police Board: Representative VanHulle provided the statistics for the month of August 2020 within the village, they are as follows: Calls for Service totaled 166, total Traffic Crashes 2. A complete transcript of the police board minutes can be found at www.edwardsburg.net

Ambulance Board: Representative Hughes provided the Agency Activity Summary report for the month of August 2020. Total number of incidents was 138. Edwardsburg 24, Ontwa 25, Mason 1, Jefferson 3, Porter 7, Dowagiac 41, Niles Twp. 2, Cassopolis 3, Marcellus Village 1, Niles City 19, Buchanan City 2, Three Rivers 5 and Watervliet 5. A complete transcript of the ambulance board minutes can be found at www.edwardsburgambulance.org

Fire Board: None

Parks Administrator: None

Water Commissioner: Commissioner Penny reported that the tower is in the process of being cleaned and inspected. A full system flush is scheduled for the week of September 28th. Motion made by Penny, supported to purchase chlorine from Alexander Chemical for approximately $900.00 (591-553-740). Roll call vote. All in favor. Motion carried.

Street Administrator: None

Building & Grounds: None

Equipment Supervisor: Motion made by Bidwell, supported by Hughes to purchase 4 new trailer tires from Addison Tire for $360.00 (641-850-930). Roll call vote. All in favor. Motion carried.

Recycling/Refuse Administrator: None

Planning Commission: President Mackling appointed Becky Fisette to the Planning Commission.

Chamber of Commerce: None

NEW BUSINESS

Develop COVID-19 Preparedness & Response Plan: Motion made by Bidwell, supported by Hughes to adopt the same plan as Ontwa Township. All in favor. Motion carried.

Proposed Refinancing of Existing USDA Loans: VanHulle gave an update regarding the refinancing and it is definitely something the Village would like to do. More information to come.

Appointment of Treasurer: President Mackling read the resignation letter submitted by Treasurer Lisa Withers. Motion made by Bidwell, supported by Hughes to accept Lisa's letter of resignation whose last day will be September 30, 2020. All in favor. Motion carried. President Mackling went on to say that the Village received 15 applications for the treasurer's position and 4 people were interviewed. Motion made by Bidwell, supported by VanHulle to appoint Meryl Christensen as the new Village Treasurer as of October 1, 2020. All in favor. Motion carried.

Establish Halloween Hours: Motion made by VanHulle, supported by Martin to set Trick-or-treat hours from 6:00 p.m. to 7:30 p.m. on Saturday, October 31st. All in favor. Motion carried.

Adjournment: With no objection President Mackling adjourned the meeting at 8:10 p.m.

ANNOUNCEMENTS:

- **Next board meeting will be on Monday, October 19, 2020 at 7:00 p.m.**

Respectfully submitted,

Paula S. Ralph, Clerk
Village of Edwardsburg