EDWARDSBURG VILLAGE COUNCIL MINUTES
March 21, 2022

The meeting of the Edwardsburg Village Council was called to order at 7:00 pm by President Dennis Peak, those in attendance were Paula Ralph (Clerk), Meryl Christensen (Treasurer) and Trustees Sam Garwood, Nancy Stoner, Terry Bidwell, Jay Penny, Laura Hughes and Kellen VanHulle.

Approval of Agenda: The agenda was amended to add the Performance Resolution under New Business. Motion made by Bidwell, seconded by Hughes to approve the agenda as amended. 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.

Ontwa Township Trustee Jeff Kozinski gave an update to the Elkhart Road Walking/Bike path project. The township is working on a grant to help fund the project. The grant application will be turned in on April 1, 2023, with the award date the fall of 2023. Small groups will continue to meet to discuss the project.

Approval of Minutes: Motion made by Bidwell, seconded by Hughes to approve the minutes of the 02/21/22 Regular board meeting. All in favor. Motion carried.

Approval of Revenue/Expenditure Report: Motion made by Bidwell, seconded by VanHulle to approve the Revenue/Expenditure Report for the period of 04/01/2021 to 02/28/22 as presented. Roll call vote. All in favor. Motion carried.

Approval of Check Register Report: Motion made by VanHulle, seconded by Hughes to approve the Check Register Report checks #35553-35625, grand total of $91,225. Roll call vote. All in favor. Motion carried.

Treasurer's Report: The February 2022 (unaudited) report indicated that for the month receipts totaled $111,416.68, and the status of the certificates of deposit and savings accounts.

Public Hearing Proposed 2022-2023 Budget: At 7:15 Bidwell made a motion to close the regular meeting and open the public hearing, supported by Stoner. All in favor. Motion carried. President Peak asked for any public comment. With no public comment at 7:20 Bidwell made a motion to close the public hearing and return to the regular meeting, supported by VanHulle. All in favor. Motion carried.

UNFINISHED BUSINESS

Iron Filtration Plant: Peerless Midwest, Inc. CEO Mike Williams and Frank Williams presented a bid for the iron filtration plant. Their price for the project would be $2,134,589. With the additional cost of $435,000 to add another well. Motion made by Stoner, supported by Bidwell to have Peerless Midwest, Inc. move forward with the iron filtration plant process. Roll call vote. All in favor. Motion carried. Motion made by Stoner, supported by Garwood to have Peerless Midwest, Inc. to include another well with the iron filtration plant process. Roll call vote. All in favor. Motion carried.

COMMITTEE REPORTS

Presidents Report: President Peak recommended appointing Laura Hughes and Jacque Tighe to the Ambulance Board. The Village is taking applications for the member at large position on the Ambulance Board. Motion made by Bidwell, supported by Stoner to approve the appointment of Laura Hughes as Village Council representative to the Ambulance Board. All in favor. Motion carried. Motion made by Bidwell, supported by Hughes to approve the appointment of Jacque Tighe as Village representative to the Ambulance Board. All in favor. Motion carried.

Invoices for Approval: Motion made by Nancy, supported by Hughes to pay Kotz Sangster Wysocki P.C. $258.00 (101-104-826) for legal fees. Roll call vote. All in favor. Motion carried.

DPW Report: The DPW will be doing a spring leaf pick-up the week of April 18th. They also have road repair projects in the works for this summer. More details to follow.

Cemetery Board: Cemetery Board met on March 8th for their quarterly meeting. New row markers were discussed. Replacements will be placed every 5th row along the north fence line and along the south drive. They will be made from treated 4x4's with the numbers engraved.

Enforcement Officer/Zoning Administrator: Letters and/or a copy of the Ontwa Township cleanup day will be sent to residents that have blight ("junk") that needs to be delt with. First inspection of the Section Street apartments the end of this week.

Building/Electrical/Plumbing/Mechanical Reports: Building Permits: 1 permit issued; $75.00 fees collected. Mechanical Permits: 1 permit issued; $570.00 fees collected.

Police Board: Police Chief Doug Westrick provided the statistics for the month of February 2022 within the village, they are as follows: Calls for Service totaled 172, total Traffic Crashes 2.

Ambulance Board: Ambulance Administrator Dennis Closson provided the Agency Activity Summary report for the month of February 2021. Total number of incidents was 119. Edwardsburg 13, Ontwa 55, Mason 3, Jefferson 3, Dowagiac 4, Niles Twp. 3, Cassopolis 5, Penn Twp. 1, Niles City 11, Sturgis 6, Three Rivers 7, St. Joseph 5, Watervliet 2 and Other 1.
Motion made by Hughes, supported by Bidwell to approve the 2022-2023 Ambulance proposed budget. Roll call vote. All in favor. Motion carried.

Fire Board: None

Parks Administrator: We are on track to submit the DNR Passport Grant Application due April 1st. We won't know if we will be awarded the grant until December.

Water Commissioner:

- Motion made by Penny, supported by Stoner to pay $130.00 (591-205-960) each to send Rich & Carroll to the AWWA Spring Regional meeting in Kalamazoo on Wednesday, April 6, 2022. Roll call vote. All in favor. Motion carried.
- Motion made by Penny, supported by Bidwell to purchase 12 radio readers and 12 (3/4 inch) water meters from ETNA Supply for $3,600.00 (591-552-970). This will allow the Village to have some on hand as they are approximately 6 months out on orders. Roll call vote. All in favor. Motion carried.
- Motion made by Penny, supported by VanHulle to purchase 10 valve repair kits at $80.00 each from USA Blue Book (591-552-930). Roll call vote. All in favor. Motion carried.

Street Administrator: None

Building & Grounds: None

Equipment Supervisor: None

Recycling/Refuse Administrator: None

Planning Commission: None

Chamber of Commerce: None

NEW BUSINESS

Approval of 2022-2023 Proposed Budget: Motion made by VanHulle, supported by Hughes to approve the 2022-2023 prosed budget. Roll call vote. All in favor. Motion carried.

Budget Amendments 2021-2022 Fiscal Year: Motion made by Stoner, supported by VanHulle to approve the March 2022 budget amendments as presented. Roll call vote. All in favor. Motion carried.

Approval of 2022 Audit: Motion made by Bidwell, supported by Hughes to hire Siegfried Crandall to perform the 2022 audit not to exceed $8,500.00. Roll call vote. All in favor. Motion carried.

Employee Handbook: Motion made by Stoner, supported by Bidwell to adopt the employee handbook as presented. All in favor. Motion carried.

Capital Improvement Plan: Motion made by Stoner, supported by Hughes to adopt a 5-year Capital Improvement Plan for Gunn Park with the total expenditures of $267,500. Roll call vote. All in favor. Motion carried.

Resolution 2022-02 (Golf Carts): Motion made by Stoner, supported by Garwood to adopt Resolution 2022-02, a resolution to allow golf carts in restricted areas in the Village limits. Roll call vote. All in favor. Motion carried.

Performance Resolution: Motion made by Bidwell, supported by Stoner to adopt a Performance Resolution. This was requested by MDOT is regards to work they will be doing in the Village limits. Roll call vote. All in favor. Motion carried.

Adjournment: With no objection President Peak adjourned the meeting at 8:30.

ANNOUNCEMENTS:

- Next Village Council Meeting – Monday, April 18th @ 7:00 p.m.
- Township Clean Up Day, Saturday, April 30th 9:00 a.m. to 3:00 p.m. Volunteers Needed!

Respectfully submitted,

Paula S. Ralph, Clerk
Village of Edwardsburg