

EDWARDSBURG VILLAGE COUNCIL MINUTES

February 26, 2024

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), Sarah Overgaard (Treasurer) and Trustees Sam Garwood, Nancy Stoner, Terry Bidwell, Jay Penny, Laura Hughes and Kellen Van Hulle.

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

Public Comments:

- County Commissioner Samuel Barrera provided the board with topics of interest within the county. A complete transcript of the minutes can be found at www.casscountymi.org.
- Pat Bellaire, 26903 Main Street voiced concern regarding the need for a sidewalk from the new library that connects to the other sidewalks in the Village. She also asked that as the Village Council moves forward with upgrades in Gunn Park that all discussions be transparent.
- Gordon Carr, 26919 Church Street addressed the council regarding the Elkhart Road Path Resolution. He voiced concerns that the Village residents are paying double on the path since they pay taxes to Ontwa Township as well as the Village of Edwardsburg.

Approval of Minutes: Motion made by Bidwell, seconded by Stoner to approve the minutes of the 01/29/2024 Regular Boad Meeting. All in favor. Motion carried.

Approval of Revenue/Expenditure Report: Motion made by Van Hulle, seconded by Penny to approve the Revenue/Expenditure Report for the period of 04/01/2023 to 01/31/2024 as presented. Roll call vote. All in favor. Motion carried.

Approval of Check Register Report: Motion made by Van Hulle, seconded by Bidwell to approve the Check Register Report checks #37475-37562, grand total of \$532,873.67. Roll call vote. All in favor. Motion carried.

Treasurer's Report: The January 2024 (unaudited) monthly receipts totaled \$86,520.32.

UNFINISHED BUSINESS

COMMITTEE REPORTS

Presidents Report: None

Invoices for Approval: None

Cemetery Board: None

Library Board: Construction of the new Cass District Library, Edwardsburg branch is scheduled to begin in March 2024.

Enforcement Officer/Zoning Administrator: None

Building/Electrical/Plumbing/Mechanical Reports: None

Police Board: Police Chief Doug Westrick provided the statistics for the month of January 2024 within the village, they are as follows: Calls for Service totaled 136, total Traffic Crashes 3.

Ambulance Board: Ambulance Administrator Dennis Closson provided the Agency Activity Summary report for the month of January 2024. The total number of incidents was 128. Edwardsburg 27, Ontwa 56, Milton 1, Mason 5, Jefferson 3, Porter 1, Dowagiac 11, Niles Twp. 1, Cassopolis 5, Niles City 10, St. Joseph 7, and Watervliet 1.

Fire Board: Fire Board Representative Jackie Tighe provided stats for runs. Calendar Year to Date: Village of Edwardsburg 3, Ontwa Township 16, Jefferson Township 3, Milton Township 3, and Mutual Aide 2.

Parks Administrator: None

Water Commissioner: None

Street Administrator: None

Building & Grounds: None

Equipment Supervisor: None

Recycling/Refuse Administrator: None

Planning Commission: PC representative Garwood expressed interest in updating the bylaws.

Chamber of Commerce: None

NEW BUSINESS

PAR Grant Resolution: Motion made by Van Hulle, supported by Garwood to adopt Resolution 24-01 (Appendix A). Roll call vote. All in favor. Motion carried.

CDS Grant Resolution: Motion made by Hughes, supported by Van Hulle to adopt Resolution 24-02 (Appendix B). Roll call vote. All in favor. Motion carried.

DNR Grant Resolution: Motion made by Bidwell, supported by Hughes to adopt Resolution 24-03 (Appendix C). Roll call vote. All in favor. Motion carried. Motion made by Stoner, Seconded by Bidwell to hire Spicer Group, not to exceed \$4,000.00 to write/submit the DNR Grant. Roll call vote. All in favor. Motion carried.

Elkhart Road Path Resolution: Motion made by Hughes, supported by Garwood to adopt the Elkhart Road Path Resolution (Appendix D). Roll call vote: Garwood-yes, Stoner-no, Bidwell-no, Penny-no, Hughes-yes, and Van Hulle-no. Motion failed.

Engage Market One: Zach Morris, Executive Director of Market Van Buren (soon to be Market One) addressed the council to introduce who Market One is and what they do. After discussion a motion was made by Garwood, seconded by Bidwell to engage Market One for one year at the cost of \$805.94. Roll call vote. All in favor. Motion carried.

DNR Permit Application: Motion made by Bidwell, supported by Stoner to apply for the DNR permits needed to do projects in Gunn Park. The permit fee is \$500.00 and the permit is good for five (5) years. Roll call vote. All in favor. Motion carried.

February Budget Amendments: Motion made by Van Hulle, seconded by Penny to approve the February budget amendments as presented. Roll call vote. All in favor. Motion carried.

Approval of the 2024 Audit: Motion made by Van Hulle, seconded by Hughes to hire Siegfried Crandall to do the Village audit at a cost not to exceed \$9,000.00. Roll call vote. All in favor. Motion carried.

Set Budget Public Hearing: Motion made by Penny, seconded by Garwood to hold a public hearing for the Proposed 2024-2025 Budget at 7:15 on Monday, March 18, 2024, during the Regular Village Council meeting. All in favor. Motion carried.

Adjournment: With no objection President Peak adjourned the meeting at 8:23.

ANNOUNCEMENTS:

- Next Village Council Meeting – Monday, March 18th @ 7:00 p.m.
- Office closed on Good Friday, March 29, 2024.

Respectfully submitted,

Paula S. Ralph, Clerk
Village of Edwardsburg

(Appendix A)

Village Of Edwardsburg

RESOLUTION NO. 24-01

A RESOLUTION TO ESTABLISH A REQUEST FOR FUNDING, DESIGNATE AN AGENT, ATTEST TO THE EXISTENCE OF FUNDS AND COMMIT TO IMPLEMENTING THE PURCHASE OF SECURITY CAMERAS FUNDED BY THE MICHIGAN TOWNSHIP PARTICIPATING PLAN (PAR PLAN) RISK REDUCTION GRANT.

WHEREAS, the Village of Edwardsburg is applying for \$2,500.00 in funding through the Michigan Township Participating Plan (Par Plan) Risk Reduction Grant.

WHEREAS, the Michigan Township Participating Plan requires a formal commitment from the public agency that will be receiving these funds and will be implementing and maintaining these projects.

NOW, THEREFORE, BE IT RESOLVED THAT, the Village has authorized Paula Ralph, Village Clerk, to act as agent on behalf of the Village to request the Michigan

Township Participating Plan (Par Plan) Risk Reduction Grant funding, to act as the applicant's agent during the project development, and to sign a project agreement upon receipt of a funding award.

BE IT FURTHER RESOLVED THAT, the Village attests to the existence of, and commits to, providing at least \$952.00 toward the construction costs of the project(s), and all costs for design, permit fees, administration costs, and cost overruns.

BE IT FURTHER RESOLVED THAT, the Village commits to owning, operating, funding and implementing a maintenance program over the design life of the facilities constructed with the Michigan Township Participating Plan (Par Plan) Risk Reduction Grant funding.

ADOPTED THE 26th DAY OF FEBRUARY, 2024

(Appendix B)

Village of Edwardsburg

RESOLUTION NO. 24-02

RESOLUTION OF AUTHORIZATION

WHEREAS, the Village of Edwardsburg supports the submission of an application to Sen. Gary C. Peters Office - FY2025 Congressionally Directed Spending (CDS) Requests for updates to playground equipment at Gunn Park located on Pleasant Lake; and,

WHEREAS, the Village of Edwardsburg is hereby making a financial commitment to the project in the amount of \$191,616.61 matching funds, in cash and/or force account; and,

THEREFORE, BE IT RESOLVED, that the Village of Edwardsburg hereby authorizes submission of a Congressionally Directed Spending (CDS) Requests Application for \$100,000 and further resolves to make available its financial obligation of \$91,616.61 of a total \$191,616.61 project cost, during 2025-2026 fiscal year.

Adopted by the Village of Edwardsburg Council on February 26, 2024

Paula S. Ralph
Village Clerk

Dennis Peak
Village President

(Appendix C)
RESOLUTION 24-03
VILLAGE OF EDWARDSBURG
CASS COUNTY MICHIGAN

RESOLUTION TO MATCH FUNDS FOR DNR RECREATION PASSPORT GRANT PROGRAM

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS: The Edwardsburg Village Council has adopted the following:

WHEREAS, the Village of Edwardsburg supports the submission of an application titled, “Park Grant” to the Recreation Passport Grant Program for a pier at Gunn Park; and,

WHEREAS, the proposed application is supported by the Community’s 5-Year Approved Parks and Recreation Plan OR Current Annual Capital Improvement Plan; and,

WHEREAS, the Village of Edwardsburg is hereby making a financial commitment to the project in the amount of \$155,000.00 matching funds, in cash and/or force account; and,

NOW THEREFORE, BE IT RESOLVED that the Village of Edwardsburg hereby authorizes submission of a Recreation Passport Grant Program Application for \$150,000.00 , and further resolves to make available its financial obligation amount of \$55,000.00 (25%) of a total \$150,000.00 project cost, during the 2025-2026 fiscal year.

AYES:

NAYES:

ABSENT:

I HEREBY CERTIFY, that the foregoing is a Resolution duly made and passed by the Edwardsburg Village Council at their regular meeting held on Monday, February 26, 2024, at 7:00 p.m., with a quorum present.

(Appendix D)

**RESOLUTION OF LOCAL MATCH AND ROW USE FOR ELKHART ROAD
TRAIL PROJECT
EDWARDSBURG VILLAGE, CASS
COUNTY, STATE OF MICHIGAN**

WHEREAS, Edwardsburg Village supports Ontwa Township's application titled, "Elkhart Road Trail Development Project" to the Michigan Natural Resources Trust Fund for development of an 8-foot-wide trail along Elkhart Road from Gateway to May Street; and,

WHEREAS, a portion of the project will be built in the Village's Road Right of Way along the east side of Elkhart Road; and,

WHEREAS, Ontwa Township has committed to the maintenance of the trail from Gateway Street to May Street; and

NOW THEREFORE, BE IT RESOLVED that Edwardsburg Village hereby commits to a local match of \$120,000.00 for the project.

AND, BE IT FURTHER RESOLVED, that Edwardsburg Village will permit the use of the Elkhart Road Right of Way for the construction of the trail.

AYES:

NAYES:

ABSENT:

MOTION APPROVED.

I HEREBY CERTIFY, that the foregoing is a Resolution duly made and passed by the Village Council of Edwardsburg Village at their regular meeting held on February 26, 2024, at 7:00 p.m. in the Edwardsburg Village Hall, with a quorum present.

Clerk

Dated: _____