

**EDWARDSBURG VILLAGE COUNCIL MINUTES**  
**January 29, 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 and Laura Hughes.

Absent: 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:** None

**Approval of Minutes:** Motion made by Bidwell, seconded by Hughes to approve the minutes of the 12/18/2023 Regular Boad Meeting. All in favor. Motion carried.

**Approval of Revenue/Expenditure Report:** Motion made by Bidwell, seconded by Hughes to approve the Revenue/Expenditure Report for the period of 04/01/2023 to 12/31/2023 as presented. Roll call vote. All in favor. Motion carried.

**Approval of Check Register Report:** Motion made by Bidwell, seconded by Hughes to approve the Check Register Report checks #37395-37474, grand total of \$811,231.29. Roll call vote. All in favor. Motion carried.

**Treasurer's Report:** The December 2023 (unaudited) monthly receipts totaled \$112,921.45.

**UNFINISHED BUSINESS**

**COMMITTEE REPORTS**

**Presidents Report:** President Peak informed the council of the resignation of Madeline Martin from the Village Planning Commission. He recommended the appointment of John Sharp as her replacement. Motion made by Bidwell, supported by Garwood, to approve the recommendation, and appoint John Sharp to the Village Planning Commission. Roll call vote. All in favor. Motion carried.

**Invoices for Approval:** None

**Cemetery Board:** None

**Library Board:** The new Cass District library, Edwardsburg Branch, is on track to begin construction this spring.

**Enforcement Officer/Zoning Administrator:** Some projects have been put on hold, but work continues on the Master Plan.

**Building/Electrical/Plumbing/Mechanical Reports:** Plumbing & Mechanical Report: 1 permit issued; \$180.00 collected.

**Police Board:** Police Chief Doug Westrick provided the statistics for the month of December 2023 within the village, they are as follows: Calls for Service totaled 152, total Traffic Crashes 5.

**Ambulance Board:** Ambulance Administrator Dennis Closson provided the Agency Activity Summary report for the month of December 2023. The total number of incidents was 104. Edwardsburg 20, Ontwa 43, Mason 2, Jefferson 5, Porter 2, Dowagiac 12, Niles Twp. 1, Cassopolis 7, LaGrange 2, Niles City 7, and St. Joseph 3.

**Fire Board:** None

**Parks Administrator:** Discussion on the future use of Lindberg Park and possible developments at Gunn Park.

**Water Commissioner:**

- Motion made by Penny, supported by Bidwell to renew our contract with Nelson Tank for \$4,850.00 (591-552-818). Roll call vote. All in favor. Motion carried.
- Motion made by Penny, supported by Hughes to have Midwest Energy install a flood light at the well field at the cost of \$1,060.00 (591-553-970). Roll call vote. All in favor. Motion carried.
- Motion made by Penny, supported by Stoner to purchase a magnetic locator (to replace one that broke) for \$575.00 (591-552-740). Roll call vote. All in favor. Motion carried.

**Street Administrator:** None

**Building & Grounds:** None

**Equipment Supervisor:** Motion made by Bidwell, seconded by Stoner to approve a payment of \$2,165.00 (641-850-930) to W.A. Jones for a gear for the salt spreader on the plow. Roll call vote. All in favor. Motion carried.

**Recycling/Refuse Administrator:** None

**Planning Commission:** None

**Chamber of Commerce:** None

## **NEW BUSINESS**

**Library Site Plan:** Abonmarche presented the site plan for review at the December 2023 Planning Commission meeting where it was approved to be forwarded to the Village Council. Motion made by Bidwell, supported by Stoner to approve the recommendation of the Village Planning Commission to approve the library site plan for the new Cass District library, Edwardsburg Branch. Roll call vote. All in favor. Motion carried.

**Short Term Rental Ordinance:** The Village Planning Commission approved a Short-Term Rental Ordinance and sent it to the Village Council for adoption. Motion made by Stoner, supported by Hughes to adopt Short Term Rental, Ordinance No. 2024-01. Roll call vote. All in favor. Motion carried.

**Set a date for February budget work session:** The Village Council will meet on Saturday, February 24<sup>th</sup> at 9:00 a.m. for the annual budget work session. The meeting will be held at the Village Hall.

**Adjournment:** With no objection President Peak adjourned the meeting at 7:42.

### **ANNOUNCEMENTS:**

- Office closed on Monday, February 19<sup>th</sup>, Presidents Day
- Next Village Council Meeting – Monday, February 26<sup>th</sup> @ 7:00 p.m.

Respectfully submitted,

Paula S. Ralph, Clerk  
Village of Edwardsburg