

Village Of Lawrence

Regular Meeting
November 10th, 2020
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Call to Order

The Regular Monthly meeting of the Common Council of Village of Lawrence was called to order by President Quick at 7:02 PM in the Council Chambers.

Pledge of Allegiance

The Pledge of Allegiance was led by President Quick.

Roll Call

Present: Glennie, Gritter, Lorenzo, Ouzts, Quick and DeLoach

Also Present: Don Hanson, Brian Johnson, Mike Hnatiuk, Donna Spenner, Theresa Stroud, and Paul Bianco.

Additions to Agenda

- Approval of closed session on 10-13-20

Conflict of Interest items

No conflict of Interest

Approval to pay bills.

Quick-IRS payment for 2017. Thought this was resolved. Everhart-final payment of 2017 submitted in last check run. We still have outstanding deductions to report on 941-2nd quarter 2015 and 940 for 2014-2015. I have the forms and will submit to determine how much we owe.

Motion by Outz second by Gritter to approve bills.
All I-Motion carried.

No further discussion.

Approval of Consent Agenda and Minutes from October 13th meeting.

Motion by Gritter second by Lorenzo to approve minutes from October 13th, 2020 council.
All I-Motion carried.

No further discussion.

Presentations and Guests

- County – Don Hanson-Emergency Grant. What is our emergency backup plan? New lines from South Haven to Paw Paw will cost around 100,000.
- Road Commission interviews-Mike Alexa and Greg Kinney.
- John-was the Township part of the voting issues. (No; the special markers were not an issue.

Township – Donna Spenner

- Election:653 mail votes; 847 walk-in.

Village Of Lawrence

Regular Meeting

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See You There!

- New Board members; Kim Thompson after 24 years of service and Russ Reynolds after 16 years.
- Judy Jenssen-will be new clerk; Board trustee Tom Reynolds. Kim will stay on to assist Judy.
- Theresa Stroud elected as Treasurer. Stroud will need to resign on the 21st and appoint Jenny at next meeting.
- Going virtual as of Tuesday 24th.
- New policies-too many public being invited into the office. Will need to meet outside of the office or stay in the lobby.

Lawrence Township Emergency Services Report – Chief Mike Anchor

- Not present.

John Wellehan from Myndset Erbs-not present via Zoom.

Mike Hnatiuk; Railroad:

- Quick-Introduce yourself; let's start fresh and go through agreement again. We will honor previous agreement with Village Manager. Set up special meeting with school to discuss.
- Concerns regarding timeline on agreement and property rights for Grant. Stroud-he has to have paperwork filed this winter.
- Hnatiuk-concerns on liability; part of the business.
- Hnatiuk-One of 3 owners; Mike lives in Schoolcraft, partner in Saugatuck; one in Texas.
 - Bought railroad 5 years ago on November 4th from Pioneer. Has property from Paw Paw (Tapper) to Hartford. Also owns easement on Lake Cora.
- Glennie-are all members willing to attend meetings via Zoom?
- Hnatiuk-no they are pretty much silent partners.
- Quick-we will send agreement over to all Council members to review prior to special meeting set for November 24th 6:00 PM.
- DeLoach-will they be doing any cleanup? Hnatiuk-no; if public wants to request ties they can have them.

Reports:

President-Presented by Quick

- Before we begin meeting let's get everyone sworn in.
- Everhart/Clerk- swore in council.
- Quick- we still have a partial open seat (Mary Webster's seat). Webster has said she would be willing to fill part time starting in December. Quick-he would rather have full time member with 2-year term.
- Appointment of Outz as President Protel; during his absence.
- Stroud-Village has documents to add Dave DeLoach as trustee. He can stop into the office to pick them up for review.
- All members need to sign Trustee Policy and Acceptance use by Friday 11/13/20.

Clerk-Everhart

- No Report

Village Manager-Presented by Stroud

- Need approval on renewal of Conservation fee of \$500.00 annually. Hazardous waste recycling.

Village Of Lawrence

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Motion by Outz, seconded by Gritter.

All I; motion carried.

Role; Gritter, Lorenzo, DeLoach, Quick, Outz and Glennie.

No further discussion

- Water fund, repair/replace/improve fund in BS&A.
- Bond reserve contract on Water Tower. We are not able to locate a copy of the contract. Does anyone have one? Quick-check with Mary Webster.
- Water tower lease payments. We need to find out where we are going to place the funds.
- Budget submission; forms provided. Need to be returned to Village Manager by next week for next Council Meeting.
- Virtual meetings?
- Potluck for the Holidays? Would like to hold potluck in Council; staff and family. Dish to pass, Quick and Stroud to provide the rest. Allow Council members to get to know new staff. Some time in December.
- BS&A training. Need office staff trained; requesting budget up to \$9,000 for training.
- DeLoach-is it an option to use neighboring towns; (Hartford) to do training. Stroud-no; even though they may use BS&A they could use other modules. There will be a savings due to not using Crandall as accounting support. This will also help in next audit to avoid audit comments.

Motion by Gritter; second by Outz.

All I-motion carried.

Roll; Gritter, Lorenzo, DeLoach, Quick, Outz and Glennie.

No further discussion

- Johnson-Tire Bill; Public Works. \$3620.20 for new tires on plow truck due by November 30th.

Motion by Glennie, second by Outz.

All I-motion carried.

Roll; Gritter, Lorenzo, DeLoach, Quick, Outz and Glennie.

No further discussion

- Resolution to add Quick, Stroud, Everhart, McCarty-Stejskal to accounts Arbor bank accounts.

Motion by Lorenzo, second by Gritter to add.

All I-motion carried.

Roll; Gritter, Lorenzo, DeLoach, Quick, Outz and Glennie.

No further discussion.

- Ordinance on renewal for Consumers Energy. Right of way for 30 years. Reviewed by Attorney and okay.

Motion by Outz, second by Glennie.

All I-motion carried.

Roll; Roll; Gritter, Lorenzo, DeLoach, Quick, Outz and Glennie.

No further discussion

Police Report: Presented by Bianco

- Covid update-numbers are increasing.
- Still on target for the March start up date.
- Equipment- Radios have been ordered; Chief Anchor and Chief Bianco went together to get discount.

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Regular Meeting

November 10th, 2020

www.lawrencemi.org



- Office clean up over 30 years of reports; ongoing process.
- Repairs on policy vehicle. Will be ordering a radio for the police car.
- Working with Chief Anchor to obtain medical certifications.
- New logo on badges. Stroud; partial logo has been adopted by Village for our logo.
- School has reached out to him on reports. Will use the same system as Paw Paw.

Administration: Presented by Everhart

- Everhart-went full time
- Break down of Treasury and Clerk responsibilities.
- Training; getting Clerk Notarized.
- Reporting changes on Cash Receipting.

Community Development-Presented by Glennie.

- Halloween decorating contest. Was a success and have plans to do again next year. Pictures put on Facebook.
- Christmas-everything will be done as drive by only.
- Ice carvings
- Parade

DDA

- No report

Joint Parks & Rec-Presented by Lorenzo

- 2 people showed up for the paddle. DDA funded food vouchers.
- Stroud-do we know where we want to place the shadow box? Lorenzo; to determine. Will discuss at this weekend's meeting.

LDFA-

- No report.

Personnel-Presented by Stroud

- Finalized Trustee policy
- Job descriptions
- Going to Quarterly meetings
- Annual employee reviews; all will be going to same schedule. Start in December; present at January Personnel meeting; February council meeting and decision in March.

Planning/ZBA-Presented by Outz

- Sidewalk ordinance-read missing paragraph from ordinance.

Motion by Lorenzo; second by DeLoach

All I-motion carried.

Roll; Roll; Gritter, Lorenzo, DeLoach, Quick, Outz and Glennie

- Fence ordinance still in progress.

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Village Of Lawrence

Regular Meeting

November 10th, 2020

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- No further discussion.

PSC report-Presented by Gritter

- Water ordinance; we will be following Hartford's ordinance.
- Updating water tower telemetry. Need motion to approve \$35,000 up to \$40,000 to cover.
- Johnson-all invoiced under one bill.
- Glennie-will this affect the River St Station?
- Lead- hold off till we determine if issues actually exists.
- Glennie-Will be a savings compared to \$400. Per line currently being charged.
- Glennie-are there monthly fees associated? Johnson- there will be a savings with removal of \$400 charge per line since we moved to 1st net.
- Stroud-where do we want to place funds? If we put into General fund we can move as needed; if we place in Water fund it can not be moved.
- DeLoach-who is providing current service? Perceptive; charged \$8 to \$15 per site.

Motion by Glennie, second by DeLoach to approve \$40,000 to General Fund (separated).

All I- motion carried.

No further discussion.

DPW Report-Presented by Johnson

- No Report-covered previously.

Redevelopment

- No meeting held

State

- No update or report

Police Report-Presented by Bianco

- Introduction as Chief.
- Will be up and running by end of March 2021.
- Computer systems and radios-slow due to COVID-19.
- Budget is being worked.
- 2nd police car next year.
- Looking for 2 part time officers.

New Business

- Clerk; Everhart moved to full time.
- Discussion on Council meetings going virtual only.
 - Spenner-Township has to do a resolution to allow virtual. Village has already done this back in March.
 - Dave-decision; leave to chairpersons; to allow option to join virtual or in person closed to public.
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Old Business

- MERS transition almost complete.
- Liability Insurance transition complete.

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Public Comment

No Public comment.

Council Comment

- Clerk-need motion to approve Oct 13th closed session.

Motion by Lorenzo, second by Grennie to approve closed session. All material returned to Clerk.
All I-motion approved
No further discussion.

Motion to adjourn by Glennie, second by Outz.

Meeting adjourned at 9:02 PM

Respectfully submitted:

Attest:

Becky Everhart, Clerk

David Quick, President

DRAFT