



Village of Lawrence
157 N. Paw Paw St.
Lawrence, MI 49064
PH: 269-674-8161 Fax: 269-674-3004
www.lawrencemi.org



Village of Lawrence Regular Common Council Meeting
157 N. Paw Paw St., Lawrence, MI 49064
May 12, 2026

Call to Order: The Regular Common Council Meeting was called to order at 6:00 p.m.

Pledge of Allegiance: Led by President Gritter

Roll Call:

- **Present:** John Gritter, President; Alicia Lorenzo, Trustee; Annette Crandall, Trustee; Phil Glennie, Trustee; David Deloach, Trustee
- **Absent:** Chuck Rowlee, Trustee
- **Also Present:** Brian Johnson, Amy Cordes, Kim Thompson, Greg Cordes, Jeff Moses, Donna Spenner, Bill Featherstone, Rich Glista, Kim Sinclair, Joe Parman

Additions to Agenda:

- None

Conflicts of Interest:

- None

Approval of Prior Council Minutes Month Prior:

Motion by Glennie, 2nd by Crandall

All Aye. Motions Carried.

Finance Manager Report-Kim Thompson:

- Audit Status and FY2023–2024 Review:
 - Auditor 90–95% complete; target completion by week’s end.
 - FY24 bank reconciliations progressing; financials and variances monitored.
 - Interest earnings shifted with account balances; overall financial position acceptable.
- Tax Fund Reconciliation and Discrepancies:
 - Multi-year over- and under-disbursements identified across funds; reconciliation through current period sent to auditor.
 - Pending auditor concurrence before posting journal entries to correct due-to/due-from.
 - Unreconciled \$139 bank/cash variance deemed immaterial; corrective postings may impact budgets—severity TBD.
- Fund Balance Policy Adoption and Targets:
 - 33% recommended operating target to be set via budgeting procedure, allowing adjustments within policy bands without policy revision.
 - Discussion on tightening spending if balances trend outside parameters; treasury scrutiny of negative balances noted.



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- Certain enterprise funds (water/sewer) may carry higher surpluses for capital and matching funds; restricted vs. enterprise fund definitions clarified.
- Motion by Crandall, 2nd by Deloach to adopt Fund Balance Policy
Roll-call:
Aye: Glennie, Gritter, Crandall, Deloach, Lorenzo
Nay: None
All Aye. Motions carried.
- L-4029 Truth in Taxation Hearing and Summer Tax Preparation:
 - L-4029 received from Equalization Director and included in packet.
 - Public hearing to be held at 5:30 PM before the June 9th Council meeting; post-hearing approval enables 2026 summer tax prep.
 - Motion by Crandall, 2nd by Lorenzo to establish the Truth in Taxation Hearing.
All Aye. Motions carried.

Approval of Bills & Review of Bank Balances Month Prior:

Motion by Crandall, 2nd by Deloach to add HS Fleet invoice for \$17,000 for downpayment on police vehicle equipment.

Roll-call:

Aye: Deloach, Lorenzo, Glennie, Gritter, Crandall

Nay: None

All Aye. Motions carried.

Motion by Glennie, 2nd by Lorenzo to approve bills as presented.

Roll-call:

Aye: Lorenzo, Gritter, Crandall, Deloach, Glennie

Nay: None

All Aye. Motions carried.

Presentations & Guests:

Lawrence Township: Donna Spenner

- May 20th is the next Joint Township and Village Meeting at the Township Hall, 411 N. Paw Paw at 6 pm.
- Two millage proposals approved for August ballot: senior services (renewal plus increase) and road millage (renewal plus increase).
- Cleanup: tire and roadside debris removal successful; interest in using jail crew again in fall with sectional approach.
- CDBG Round 3: Township application submitted with no changes; strong feedback received.
- Library addendum concerns: wording changes may not create enforceable obligations; Village inclusion unclear; FOIA responses incomplete; legal costs noted; continued negotiation advised.

Lawrence Township Emergency Services: Bill Featherstone



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- LTES April Activity and Staffing:
 - April: 7 fire calls, 42 medical; Village had 1 fire and 22 medical.
 - Two fire academy graduates (Tony Goodrich, Jayden Brooks) expected in ~3 weeks (probationary); Deidre Brooks joining (fire certified).
 - School outreach with apparatus demo; positive engagement.
- Fire Station Facilities and Fueling:
 - Parking lot rehab underway in two phases to maintain apparatus access.
 - Fuel pumps to be installed on north side; potential for Village access after Crystal Flash shutdown.
- ISD Mock Disaster and Air Medical Demonstration
 - Supported mock disaster; Aero Med and North Flight helicopter demonstrations; strong turnout and educational value.

Cannabis Administrator: Rich Glista

- Business Licensing Renewals and Compliance:
 - Annual renewals issued; one business increased licensed units and billed accordingly.
 - Closer ordinance compliance monitoring planned.
 - Comprehensive review and renewal recommendations slated for July meeting
- Golden Greens License Transfer and New Business:
 - Working with State on transfer; occupancy permit requirements under clarification; awaiting callbacks.
 - New business: Good Nature Cannabis LLC; operational status unclear pending state approvals.

Van Buren County Conservation District: Kim Sinclair

- Conservation District Updates:
 - 2025 Annual Report is out and available to the public
 - Recycling Roundup June 6 (Popular) with pre-registration at the Van Buren Community Mental Health Building on Hazen in Paw Paw; electronics drop-off ongoing at thrift store; October event planned.
 - Hazardous waste accepted at June 6 event; tire recycling ongoing via grants and jail crew support.
 - Millage up for renewal this year and is for amount only, not trying to recover the Headlee rollback amount; tree sales and reforestation projects highlighted; MAEAP program promoted.
 - Material Management Training is being held May 20 in Geneva Township.

Van Buren County Drain Commissioner: Joe Parman

- Lawrence Water Drainage System: Condition, Constraints, and Petition Path:
 - 1961 enclosed drain (perforated metal/clay) degraded; settlement reducing capacity; current ~50% effective capacity.



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- Numerous Village/private connections and undersized 24-inch outlet cause hydraulic overload; wetlands filled and limited detention exacerbate flooding.
- Maintenance cap ~\$10,000/mile/year (~\$20,000/year for ~2 miles) restricts work; no accumulation beyond caps; schools not assessable; churches assessable.
- Chapter 8 petition required for improvements or upsizing; Board of Determination decides necessity; bonding over 10–20 years likely; process takes a year+.
- EGLE permitting stringent for new outlets to water bodies; replacing in-kind typically exempt.
- Capacity solutions: detention/storage (e.g., ISD field), restricted outlets, rerouting around encroachments; risk of adjacent flooding if misdesigned.
- System cannot be built for 100-year+ events; goal is to move water past commercial district acknowledging downstream constraints.
- Updated cost estimates cited ~\$700k–\$1M; bid environment tight; prior reports (2006/2016) referenced.
- Assessment district map outdated; to be updated with GIS; allocation by acreage and land-use runoff factors; non-assessable contributors shift burden.
- Encroachments over easements (buildings/driveways, trailer park) complicate work; may require legal action or rerouting; license agreements can assign surface restoration.
- Alternative routes and existing 36-inch culvert at railroad noted; upstream bottlenecks (e.g., 24-inch Poplar segment) must be comprehensively addressed.
- Gage/Gauge Drain west of town partially under county jurisdiction; clearing limited to design profile; railroad ROW clearing may help.
- Mystery drains and incomplete mapping (James Street/post office) require investigation; suspected collapsed 12-inch pipe near post office.
- Will run assessment cost scenarios; downstream capacity and slope challenges discussed (limited fall to river).

Reports:

President's Report:

- No Report

Clerk's Report:

- No Report

Village Manager:

- Ordinance and fee schedule review underway; enforcement on “Tyvek house” to proceed (contact owner, then citation if no response).
- Continue to work on drafting Rental Registration Ordinance and Short-Term Rental Ordinance.

Police Department:

- Police Department Updates:



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- April: ~19 cases; increased patrol; 618 radar minutes; ongoing training.
- Firearms training completed; additional day planned; full-day rifle/pistol training conducted.
- Patrol car: acquired and wrapped; interior components ordered (\$17,000 of ~\$34,300); glass install pending; parts 6-week lead; expected mid-summer.
- Budget: wage line likely short; plan to budget \$5,000/year for training support; no part-time officers this year.
- Records retention: major purge completed with FD assistance.
- Radio encryption required by year-end; chip updates needed; cost \$4,127 for 3 portables and 2 mobiles; State charges ~\$100–\$150 per radio; on-site work feasible; LEIN audit completed.

Community Development:

- Music in the Park starts on June 3rd at the large pavilion.
- Pavilion dedication for Jim and Gayle Crandall tentatively July 18, 1–3 PM; coordinate proclamations with State representatives/senators.
- Rachel continues to work on hitching post installation project.
- Discussing ideas for welcoming the new hair salon that took the place of Mr. C's.

DDA:

- Pond at the Business Park will be treated soon and the solar pump will be put back in.
- Farmer's Market starts July 11th
- Façade Outreach postcards have not gone out yet
- Pickleball court is curing and the painting is planned.

Joint Parks & Recreation:

- Playground Project:
 - Meeting with consultant, Joelle from Abonmarche, on scope (design, bidding, construction oversight).
 - Fundraising: ~\$12,000 cash plus commitments; pursue Patronicity crowdfunding with State match (e.g., \$50,000 goal for \$50,000 match).
 - Evaluate in-kind demolition for cost savings (liability and grant rules to be verified).
 - Prefer turf surfacing over poured rubber for cost/maintenance; prefer durable equipment (e.g., Landscape Structures).
 - Consultant fees (~\$70,000) already in grant; delay hiring until grant agreements and funding clarity; scalable project targeting next summer.

LDFA:

- No Report

Personnel:

- No Report



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Planning Commission:

- Working on drafts of Rental Registration Ordinance and Short-Term Rental Ordinance.

Public Services/DPW:

- Village Facilities and Infrastructure:
 - Village building roof leak near server room: two quotes reviewed; annual maintenance (~\$180) recommended; explore coordinating work with adjacent building. Cost will be split among the different departments.
 - Motion by Crandall, 2nd by Lorenzo to approve up to \$20,000 for full 60 mil membrane replacement with 25-year warranty (Option 2) and authorize A. Cordes to sign contract.
Roll-call:
Aye: Deloach, Glennie, Lorenzo, Gritter, Crandall
Nay: None
All Aye. Motions carried.
 - Sewer pump station failure (check valve) caused backups; emergency pumping deployed; alarm float wiring corroded and replaced; ~\$50,000 historical parts since 2011 noted (excludes labor/rentals); target restoration next week; consider long-term replacement via LDFA eligibility for industrial park benefit.
 - North Paw Paw Street project: public input held (drainage, mailboxes, speeding concerns); proceed with current design
 - Motion by Glennie, 2nd by Lorenzo to approve the N. Paw Paw Engineer Design Plan for submittal to the State.
Roll-call:
Aye: Lorenzo, Glennie, Crandall, Deloach, Gritter
Nay: None
All Aye. Motions carried.
 - Sidewalk ordinance updates in progress.
- DPW, Radios, Hiring, and Operations:
 - DPW radios (circa 2012) to be updated; add fire ground channel and acquire six radios for interoperability; quote \$3,441 funded by Major/Local Streets and Water; motions approved.
 - Additional radio upgrades for DW approved via roll call; added mic for coordination during major fires on designated channels.
 - Motion by Gritter, 2nd by Deloach to approve radio upgrade and coordination with the Fire Department.
Roll-call:
Aye: Crandall, Deloach, Gritter, Glennie, Lorenzo
Nay: None
All Aye. Motions carried.
 - Posting DPW position will need to be done soon as Tommy's last day is May 22nd.



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- Motion by Crandall, 2nd by Lorenzo to approve posting DPW position at a \$20/hour base rate with experience increase opportunity up to \$25/hour.
Roll-call:
Aye: Glennie, Deloach, Gritter, Lorenzo, Crandall
Nay: None
All Aye. Motions carried.
- Hydrant flushing scheduled for June; delay from earlier plan due to James Street downtime.

Citizen Police Committee:

- Meetings scheduled upon request.

New Business:

- None

Old Business:

- None

Public Comment:

- None

Council Comment:

- None

Motion to Adjourn:

Motion by Deloach, 2nd by Gritter
All Aye, Motion Carried.
Meeting Adjourned at 8:50 p.m.

Respectfully Submitted:


Amy Cordes, Village Manager


John Gritter, Village President