



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
December 10, 2024

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; Phil Glennie, Trustee; David Deloach, Trustee; Annette Crandall, Trustee
- **Absent:** Chuck Rowlee, Trustee
- **Also Present:** Mike Chappell, Van Buren County Commissioner; Donna Spenner, Lawrence Township Supervisor; Skylar Closson

Additions to Agenda:

- None

Conflicts of Interest:

- None

Approval of Agenda Month:

No Changes: Approval not needed

Approval of Prior Council Minutes Month Prior:

Motion by Glennie, 2nd by Deloach

All Aye. Motions Carried.

Approval of Bills & Review of Bank Balances Month Prior:

Motion by Crandall, 2nd by Deloach

All Aye. Motions Carried.

Presentations & Guests:

Van Buren County Commissioner: Mike Chappell

- Holtec Nuclear Power Plant owner, Dr. Singh, has agreed to provide the Van Buren County Sheriff's Department with the funds to hire one full-time and one half-time employee and one vehicle for Emergency Management use. These funds will assist the county in complying with all the test requirements of FEMA within the next year. FEMA also provided \$1,700 grant towards the operation of the Emergency Management office within the Sheriff's Department.



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- Approved the Van Buren County Brownfield Development; applied for a \$500,000 grant for environmental clean-up; revitalization for various sites in our county.
- Van Buren County Conservation District reported they recycled 17,000 passenger tires; 95,000 lbs of electronic; 23,000 lbs of household hazardous waste; 765 lbs of Styrofoam in 2024.
- Approved the creation of AI Committee to determine the potential applications for AI for the County. Met for the first time last month and will meet the fourth Tuesday of the month at 11:00 am in the Board Room in Paw Paw. Everyone is welcome to attend and listen. Creating bots to run the website and assist staff to do their jobs.

Lawrence Township Supervisor: Donna Spenner

- New clerk after the election has been in training.
- The library is in need of two need boilers in the amount of \$24,000; meeting with Van Buren District Library board to see if they can help fund that.
- Fire Department has a Holiday Party this Friday, December 13th at 6:00 PM.
- Kim Thompson has put her resignation in for the Township Planning Commission and ZBA. A replacement has been found for the Planning Commission position but still looking for someone for the ZBA position. She will still be active with Senior Services.

Lawrence Township Emergency Services: Steve Richardson

- Not Present; Report attached.
- Going to start a Young Cadet program at the Fire Department.

Report of Calls for November 2024

	Lawrence Twp.	Arlington Twp.	Village of Lawrence
FIRE	7	1	1
QR	11	5	13

Training

- All LTES personnel had CPR training.
- Electric Vehicle training was hosted by Hartford fire department. LTES had six members in attendance.
- LTES QR members have been attending EMS continuing education classes conducted at Hartford FD each month.
- LTES December training will be Traffic Incident Management System.

Fire Chief Report

- 1738 was in for several maintenance items. Parts on order, truck is in service until parts are in.



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- All trucks and the station were cleaned by persons requiring community service hours, under the direction of Van Buren County Sheriff Deputy.
- Aqueous film-forming [firefighting] foam (AFFF) that contained PFOS was picked up for proper disposal by company that was contracted by the State of Michigan.
- Ranger Bid auction occurred. Pump and tank skid unit did not sell, due to not meeting reserve price that was set. The truck box was sold for reserve amount of \$1,500.00.
- Attended Van Buren County Medical Control Authority meeting. Provided updates related to EMS in the County.
- Attended County Fire Training Committee meeting. The group discussed training to be offered to departments in the County.
- LTES Chief to serve as representative to the 911 Advisory Board for Van Buren County Fire Chiefs Association.
- One application was received for employment with LTES. Upon background check, recommend no action be taken on the applicant at this time. Contacted by another person that may be moving into the area that has Firefighter I and II and EMS license through the State of Michigan.
- LTES was notified by Holtec International, the company reopening the Palisades Nuclear Power Plant. They will be providing \$5,000 to fire departments in the County for costs related to training and drills that the Federal government requires related to emergency preparedness for the facility.
- Funds were received by the Township for the fire prevention month event that was held at the Pizza Hut in Paw Paw. Ten percent of the sales for the evening that LTES participated in was \$417.19, plus the \$116.00 in tips, for a total of \$533.19 for LTES.
- Planning for upcoming budget workshops, identifying priorities and needs of the department.
- Chief continuing to work on department SOPs and EMS reports with Medical Assistant Chief Fein.

Lawrence Public Schools Superintendent: Ryan Williamson

- Not Present

Reports:

President's Report:

- No Report

Clerk's Report:

- No Report

Village Manager:

- Contract from MDOT for the Bridge Project for next year; requesting a Resolution from the Council authorizing Village Manager to sign the contract. The project is a joint project with Dowagiac and is to include repairs and maintenance, including guardrails, paving, joints, etc to all three bridges. Village of Lawrence portion of the grant funds will be \$45,000.



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Motion to allow Village Manager to sign MDOT Contract.

Roll Call: Aye-DeLoach, Glennie, Lorenzo, Crandall, Gritter. Nay-None.

All Aye. Motions Carried.

- Council had agreed a few months ago to go out to bid for a new company to do our building services. Service through Safebuilt has deteriorated and RFP is almost finalized. Need to give 90 days' notice and would like to do so by January and services terminated by April.
- Municode has our Zoning Ordinance back online with the new ordinances.
- LDFA/DDA parcels recoded for 2018-2024 and talked to BSA about how percentages are calculated.
- Audit Update: BSA has run the first test on the first test database and everything appears to work fine. They have requested some additional information and that has been sent to them. They will reach back out to get a second back up of our database, and will run everything against that one. If everything runs fine, they will reach back out to run it on our live database. Once that is complete it will back to the auditors.
- Spoke with MDOT and we can use updated F65 from 2022 for 2023 with affidavit page stating this is an estimate to be tried up once audit is complete. Once that is done we could then have MDOT funds released, if not later this month, by January. Street Funds released would be approximately \$500,000. Revenue Share would be approximately \$30,000.
- Motion to allow Brian to cash-out Vacation Time accrued that exceeds capped amount.
Motion by Glennie, 2nd by Lorenzo.
All Aye. Motions Carried.
- Resolution Approving Loan Agreement, and Promissory Note for loan from Water Fund to Street Fund in the amount of \$18,000 to fund tree removals. Once the Street Funds are released, the loan will be repaid.
Roll Call: Aye-Lorenzo, DeLoach, Crandall, Gritter, Glennie. Nay-None.
All Ayes. Motions Carried.

Police Department:

- We wrote 25 LPD incident reports during the period 1 Nov to 30 Nov 2024 which ranged from a Damage to Property, Violation of controlled substance, Runaway, Driving Law Violation, Alarm, Civil issues/matter, EMS/Fire incidents, False Alarm, Larceny from MV, Suspicious Situation, Obstructing, Fraud/Checks, Assist other Dept and general assistance.
 - Ran radar and watched for violations all over town to bring speeding down and make streets safer.
 - Vehicle and foot patrol in the park areas regularly during work shifts.
 - Daily vehicle patrol in the business park to keep an on eye on businesses. Stopping in to check w/employees as well. Note: 305 Farms is not operating and is supposedly looking at leasing facility out.



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- Contact with citizens/kids as opportunities present themselves in the neighborhoods and around town.
- Continue to keep an eye out for blight issues and parking Violations.
- Traffic monitoring/safety enforcement before and after school as calls for service permit.
- Ofc Vande Voren continues to make daily walk throughs at Lawrence Schools.
- During the month of November LPD issued 13 - written traffic citations, took 3 - UD10 traffic crash report(s) and made approximately 21 traffic stops for traffic offenses of which 10 resulted in verbal warnings to citizens.
- During the month of November 2024 LPD responded to 20 calls for service that originated from the Van Buren County 911 dispatch Center. 16 police calls, 4 medical and 0 fire/rescue call(s). MSP was dispatched to 10 calls (10-primary & 0-as back-up to Lawrence PD or VBCS) and the VBCS was dispatched to 12 calls (8-primary and 4-as back-up to Lawrence PD or MSP). Note: all calls that VBCS & MSP were primary are when LPD did not have an officer on duty(nights/weekends).
- Continue to advertise for a part-time officer position(s).
- Working on various training points with Ofc Vande Voren...he is making steady progress.
- Continue to educate citizens on the parking ordinances via verbal warnings to correct violations.
- Both Ofc Vande Voren & I attended the Karpel training for Prosecutors' Office on 19 & 20 Nov 24.
- Both Ofc Vande Voren & I continued with the mandatory MCOLES training hours.
- Radio Encryption update – If you have not already replaced/upgraded radios...Wait until we get answers from the federal & state levels of government. Expecting update in Dec 2024 per Tim McGee.
- Chief Bianco has been responding to medical calls both in the Village and Township when on duty to assist Township with the QR team & Fire manning.
- Attended Fire EV training at Hartford FD on 9 Nov 24 & Meical training on 26 Nov 24.
- Attended CPR/Heart Start training at Lawrence ES on 13 Nov 24.
- Next citizens police committee meeting is scheduled for 18 Feb 2025 @ 6:30p. Issues to be brought up?

Community Development:

- No Meeting due to Weather. Next meeting Thursday, January 2nd at 6 PM

DDA:

- No October or November meetings.
- DDA Meeting, September 25th, 2024, at the Village Hall, 157 N Paw Paw Street, Lawrence
- Meeting called to order at 6:05pm with the following members present: Phil Glinnie, Steve Petersen, Dale Gribler, John Gritter, Kim Thompson. Guest was Jan Petersen and Annette Crandall.



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- TREASURERS REPORT: no financials were available, Arbor Bank Statements as of today's date: Farmers Market \$2,076.66. DDA: \$64,215.09
- MINUTES of July 24th meeting presented. Moved by Phil supported by Steve to approve. Carried
- FACADE: No Applications received. Kim was not able to develop and send out facade grant information to property owners in the DDA district. Will try to have a mail8ng completed in early spring of 2025.
- FARMERS MARKET: no report, consensus of members that the market was well received this season.
- RENTAL REIMBURSEMENT: for 106 W St Joseph approved. Motion by John supported by Kim, carried.
- Motion by Kim supported by Phil to approve a no interest 5 year loan to Fruit Street Kitchen for a replacement HVAC system in the amount of \$6,000. Said loan to be forgiven in the amount of \$1,200 per year as long as the business remains open, if the business is sold/closed before the length of the note the HVAC system to remain with the property. Carried, attorney to draw up the mortgage and will be recorded with the register of deeds.
- COMMUNITY DEVELOPMENT: Ox Roast went well, committee asked the DDA to purchase 6' Christmas tree for the park from Bronner's at a cost of \$3,195. Discussion, committee felt this was too much and suggestion made to contact Mike Carp about illuminating figures for the park.
- OLD BUSINESS: no updates on the Exchange St drainage project by the park. The \$50,000 transfer from the DDA to the village for this project was done last month.
- The fountain at Braush Park installed does not have the different lighting options, must purchase battery backup for this option. Kim to research her files as we believed the lighting package was included in the fountain cost.
- NEW BUSINESS: none to report
- Motion to adjourn by Steve supported by Phil at 7:30. Next meeting October 23.
- Next meeting is Wednesday, January 22nd at 5:30 PM.

Joint Parks & Recreation:

- Committee has decided to go with Orbis, per recommendation from Joelle, with the quote for \$2,016 for our section 106 archaeologists requirement for the LWCF grant application. Motion by Gribler, 2nd by Carpp. Motion carried.
- Discussed moving meetings to quarterly starting in February 2025 as there is not much on the agenda other than the park.
- Donor ideas: local newsletters, donations, notify alumni association for putting out information to mailing list, fence post name plates, handprint/signature sign, brick paver name tags.
- Fundraising ideas: auctions, change round up, community dinners.
 - What is a requirement for receiving funds for fundraising?



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- We will create a QR code once we know how and where to receive funds SPECIFICALLY for the Village Kid's Palace redevelopment project.
- Next meeting will be Sunday, February 16th at 6 PM.

LDFA:

- No Report; Meeting Wednesday, December 11, 2024.
- Next meeting March 19th at 6:30 PM

Personnel:

- No Report

Planning Commission:

- General Ordinances for Outdoor Seating, Animals, 2nd Hand Goods, Noise, and Golf Carts presented to Council for approval.
Motion by Crandall, 2nd by Lorenzo.
All Aye. Motions Carried.
- Ordinance for Weeds and IPMC tabled for future meeting.

Public Services/DPW:

- Brian picked up a new plow truck from the County for \$10,000 with a \$30,000 budget.
- Brian passed his water exam and we will be ending contract with Perceptive at the end of the December.
- Water main behind Village Hall is complete and everyone is hooked up. Water sampling is the last thing that needs to be done.

Citizen Police Committee:

- Will be implementing No Parking signs on the south side of St. Joseph and phasing in No Parking signs on the north side of St. Joseph next school year.
- Next meeting is Tuesday, February 18 at 6:30 PM.

ZBA:

- No Meeting Held.

New Business:

- None

Old Business:

- None

Public Comment:

- None



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Council Comment:

- None

Motion to Adjourn:

Motion by Deloach, 2nd by Crandall

All Aye, Motion Carried.

Meeting Adjourned at 8:03 PM.

Respectfully Submitted:


Theresa Stroud, Village Manager


John Gritter, Village President