

Regular Council  
April 12, 2022



## **Common Council Meeting**

### **Call to Order**

The Regular Monthly meeting of the Common Council of Village of Lawrence was called to order by President, David Quick at 7:01 PM via Zoom and live.

### **Pledge of Allegiance**

The Pledge of Allegiance was led by Quick.

### **Roll Call**

Present: Gritter, Glennie, Marring, Quick, Lorenzo, Webster, DeLoach

Also Present: Theresa Stroud, Suzann Weston, Paul Bianco, Brian Johnson, Mike Anchor (LFD), Don Hanson, Donna Spenner, Charles Williams (Zoom).

### **Clerk- No Report**

### **Additions to Agenda**

Update on Grant writing training. Parks task force. Quotes for water rate increase from the rate study.

### **Conflict of Interest items**

No conflict of Interest

### **Review bills, Consent Agenda and Minutes from February**

Quick moves to accept a motion to approve.

Motion by Webster, 2<sup>nd</sup> by DeLoach

All Aye, Motion carried.

No further discussion.

### **Presentations and Guests**



### **Don Hanson- County Commissioner**

- The Board met today on hearings on ARPA. Red Arrow Ministries is asking for \$100,000,000 to buy a building. They plan to put \$300,000.00 into it. They want to do mental health and public health. We must get attorneys in order to consider this.
- Renewal on the ambulance milage is going to be on the ballot.
- Renewal of public safety is going to be on the ballot.
- We purchased a new live scan machine for fingerprinting. It's electronic and portable.
- We were concerned about Randy Peats health. However, he's doing fine now, and he was able to chair the meeting. He said we are not going to have anymore ARPA proposals from the outside until we take care of our challenges that we have in the county. Mainly to get the Friend of the Court out of the basement. That proposal fell through. South Haven is the only Court with an ARPA grant for getting led out of their water pipes.
- We've hired a person to do a partial survey to see what is needed in Van Buren County for high-speed internet. When this is done, probably July. Then we will go back to granting some funds.

### **Donna Spenner- Township**

- Our budget is done.
- Housing committee is meeting tomorrow, April 13<sup>th</sup>. They will be doing a market study. some land committed.
- ARPA committee met. They have a list of proposed projects that they going to present to the board on Thursday. One of the suggestions being monies that they want to put towards the park.
- There are 3 ballots that the Township is putting on. One is a millage for the senior services. That will increase to a ½ mill. from ¼ mill. In the past we shared a ½ mill. with Van Buren County Senior Services. We are proposing that we take full control over that ½ mill. for Lawrence Township Senior Services. Van Buren County proposed to put on the ballot 1 mill. for 8 years. Our board voted to not put that proposal on the ballot.
- The Township will be putting an increase on the road millage. Increasing that to 2 mills. for 4 years. That would bring in an estimated \$272,000 in the first year for road funding.
- There will be a ballot for a joint Parks & Rec. millage. For the years 2022 and 2023 for ½ millage for the purpose of parks, trails, recreation improvements and development. .50 increase will generate an increase of \$68,055.21 in the first year the millage is levied.
- We are working with VBEM for transportation services for the seniors.



## Reports: Village Manager Stroud

- The Safe Built amendment was sent out yesterday. That is an amendment to our current contract so that we can utilize the services of Kelly Largent who currently works with the Township as their Zoning administrator. We would employ her for 10 hours a week to help us rewrite all our ordinances. Her rate is \$57.70 an hour verses paying our attorneys \$250.00 an hour. The amendment is for this project. So, if the project ends early, the amendment ends. If we start this May 1<sup>st</sup> and it runs through the end of the year it would be just over \$15,000 that we earmarked for legal services.
- We have purchased the two sheds. They were delivered today out at the wells.
- I have another inquiry on the 10 acres north of town. I must respond to an email.
- The windows have been ordered. I will be calling the furnace guy for the furnace.
- East Saint Joseph is going to start after June 15<sup>th</sup>.
- We need someone for the housing committee.
- The realtor listing has expired for the 10 acres north of town. We need to consider as to if we want to renew it or wait and see what happens at the meeting tomorrow night with the Housing committee.
- We need to decide on the DPW building. The structure on the current building needs some major work. So, do we want to put money into that or build a new one? We would want to relocate a new building if that is the case being that we could not make a new building any bigger because of water and sewer line restrictions.
- I've spent 2 days in grant writing training recently. Now it is just looking into data bases to see what foundations and which funders fund which kind of projects. Depending on what grant we want to go after it could take anywhere from 15 hours to 150 hours to write.
- I gave Dave and Suzie copies of the resolution PA425 on completing the annexation of the property south of town. This is something we need to pass to continue going forward with this.

Quick moves for a motion for signatures of the Clerk and President to go forward with the annexation on the property south of town.

Motion by Glennie 2<sup>nd</sup> by Webster

All Aye- Motion carried



### **Chief Bianco:**

- We wrote 16 LPD incident reports during the period of Mar. 1<sup>st</sup> to Apr. 11, 2022, which ranged from an Abuse/Neglect incident to Assault, B & E, Counterfeiting, Health & Safety and General Assistance calls.
- Continue to run radar all over town to bring speeding down.
- Patrolled the Park area regularly during work shifts (starting to pick up in the afternoons)
- Regular patrol in the Business Park.
- Spending time in the Lawrence Public Schools and at the ISD.
- Downtown business checks during and after hours.
- Continue to keep an eye on blight issues.

During the same time period LPD issued 0 written traffic citations, took 0 UD10 traffic crash reports and made approximately 12 traffic stops for traffic offenses that resulted in verbal warnings.

During the month of March Van Buren County 911 dispatched LPD to 15 calls for service. 13 police calls, 2 medicals and 1 fire/rescue. MSP was dispatched to 3 calls and the VBCS was dispatched to 9 calls. All calls that VBCS & MSP were primary are when LPD did not have an officer on duty.

- The 2 shotguns purchased from MSP for patrol duties will not be happening, so we are looking for other options.
- Started working off 2022 police budget.
- Enclosed Evidence Cage in garage was delivered and installed during the first week of April.
- Looking for Grant opportunities for the police department.
- We did not get the grant for 2 heart starts for patrol vehicles from this past July.
- LPD passed the CJIS/LEIN audit on the department from Feb. 10, 2022, with several modifications made.
- Received new Stalker Radar unit that we had on order and had it installed in Veh#2.

### **Chief Anchor (LFD)**

- Recently adopted our new budget. We will be giving a raise to our department.
- We have some training coming up. We picked up the house next to McDonalds Towing for training purposes.
- Our calls were up 5% for fire and 20% for QR.
- We're probably going to see an increase in motorcycle accidents being the price of gas has gone up and more people will be out on motorcycles.
- Bangor Fire Department donated a sign to us that we will put out front with messages of community events throughout the year.
- We recently were called to a big crash on the highway. We plan on putting LED lights on one of our trucks to help slow down approaching traffic.



## Community Development- Phil Glennie

No Meeting

- We did hold a history night Sunday at the Township Hall.

## Downtown Development-

**Treasurers Report:** Theresa had the balance sheets and BSA account program documents for Gary Barton who reported we have a balance of \$84,857.20 in the DDA account.

Discussion about adding Theresa to the signature card for Arbor so checks could be distributed in a timelier manner.

New Business:

Discussion on the possibility of creating a dog park at the north river park, Gribler will contact the excavation contractor who is doing work in the Industrial Park for an estimate on cleaning up the under brush in the north river park.

Discussion about the need to purchase a portable storage building to house decorative light poles as the present storage barn is being sold to Crystal Flash. The Village is purchasing two 12x16 building with roll up doors from Meyers Wood Products for approximately \$5,200. It was suggested that we purchase a cargo storage unit from ELC as well. This could possibly be used a kayak storage as well at the north river park.

Gribler reported that Decatur Village is donating 23 wreaths for the decorative lights.

Theresa, David and Dale presented 305 Farms with their welcome mat from the DDA prior to their Grand opening.

Old Business:

Gribler contacted Roy Cogar who purchased the old ORR building from the DDA to obtain exterior work timeline. Cogar advised that he was going to extend the overhang currently on the front of the bar to the end of the ORR building, install new front steps and replace and tuckpoint the brick within the next 6-8 weeks. The deadline for this work should be May 20<sup>th</sup> so we can review the purchase of the building at the May DDA meeting.

Gribler received word from Bruce Meyers, The Attic business, that he was closing shop.



Gribler reported that he had discussion of the new owner of the Red Brick Café building who advised he was going to be opening the first week in May.

### **Special DDA- Quick**

We approved the quote to build the new pavilion in the park for \$27,000 which was the lowest quote we received. We're going to move forward with that.

We approved the purchase of one storage building from Meyer Wood Products for \$5,000.

### **Joint Parks & Rec.- Alicia Lorenzo**

- We set a date to reinstall the kayak launch for Sat. & Sun. May 22<sup>nd</sup>. Dale is going to try to get help from some of the athletes on his teams. I'd like to reach out to Lifts, Ladders & Docks about direction for the reinstallation process.
- We would like to see about putting the kayak launch behind the Township office being that the water is a bit lower there and we wouldn't have such an incline of the banks there. After installation we would like to have a summer kick off for kayaking and that would be contingent on when the Paw Paw River water trail cleanup crew would get to our section.
- New Park pavilion coming to the east side of the park.
- We would like to have a Tiger den and LHS contract of some sort. So, we have an agreement between the Tiger den and LHS as to who's using it when, also relating to insurance, etc.
- The Lawrence annual community paddle is going to be Saturday Sept. 3<sup>rd</sup> at 10:00 a.m. We would like to get this on the Ox Roast event schedule.
- Goals for the committee is continuing to add to our board. We've added Mike Carpp. We've got the athletic director from the school. We would like to get 2 people from the Village, 2 people from the Township, 1 Village resident, 1 Township resident.

### **L DFA- No meeting**

### **Personnel- Stroud**

- We talked about annual reviews and proposed raises. Typically, these are 3%. However, we do have some higher raises for some individuals.

Quick moves to approve these

Motion by Gritter to approve, 2<sup>nd</sup> by Webster



### **Planning Commission- Quick**

- Approved minutes from December.
- New “No Parking” signs at the school. We are okay with letting them install these as long as they meet all state and county right of way rules.
- Mary is going to be working on a vacant property ordinance. We will have the owners register with the Village so we can have some sort of timeline on businesses/residential and doing something with the building. If the timeline is not met there will be fines imposed. We need Smith group to update maps. After that is complete, we should be able to take one last look at it and then approve it.
- Electric/gas service in the Business Park on Maple Dr. Need to help shepherd Consumers through the permitting process to speed this up and get the new substation in.
- Drive through windows in Dispensaries is not allowed in the Lawrence Marijuana ordinance. We will plan to repeal item G and ask the Village attorney to review for any other needed changes.
- We talked about truck parking and housing as well.

### **Public Services Committee- Gritter/Johnson**

- Theresa and Brian proposed that we change the language in the policy and procedures for paying the delinquent water bills. The additional language will clarify how payment plans are set up and when services may be disconnected and reconnected. The PSC endorsed the proposal unanimously and recommended it be forwarded to Council.
- Brian proposed that the Village apply for the CBBG grant again. Wightmans will write the grant with the stipulation that they only be paid if the Village receives the grant. The grant has the potential to reduce the amount of money that the Village will need to borrow to complete several water projects by several thousand dollars. The committee endorsed the proposal and recommended it be forwarded to Council. The new grant is to be submitted May 13<sup>th</sup> if approved.
- A customer in the trailer park is unhappy about being billed for water loss due to a leak on the customers side of the meter. Brian and Theresa are working on a resolution to this issue.
- There was a discussion of rainwater running onto N Paw Paw St and Bangor Rd due to clogged ditches and a clogged driveway drain tube. Brian is concerned there is a potential for damage to pavement and road shoulders. The homeowner is technically responsible for maintenance and repairs of driveway drain tubes, but the Village may replace such tubes as needs be and bill homeowners. Brian will contact the County to see that the paperwork needed to allow the Village to contract with the County for the use of specialized equipment for the redressing of ditches along N Paw Paw and Bangor Rd.



- The repairs to the booster station continue to be delayed by the lack of replacement pump motors and the cost of the motors has increased during the delay. The motors are now due to be delivered in 10 weeks. Temporary telecommunications have been set up with booster station as permanent repairs cannot be made until the new motors arrive. One of the damaged motors will be sent to a local facility to see if it can be repaired. If repairs are possible then the other three will go be sent in for repair.
- The police evidence cages have been installed.
- Spring street sweeping has been done.
- The park is being used and trash cans have been set out accordingly.
- Routine hydrant flushing is scheduled for the week of May 9<sup>th</sup>.
- Change payment plan policy to minimum of \$50.00 down and \$50.00 a month or weekly PLUS current bill. Addendum to the ordinance for delinquent water bills. If shut off, customer must pay at least half of their water bill plus do a payment plan. If they default on the payment plan agreement or don't meet the payment of current bill, we will shut off and will not turn back on until payment is made in full for the entire amount of their bill.

Motion by Webster to approve the Addendum to the delinquent water bill policy 2<sup>nd</sup> by DeLoach

All Aye-Motion carried

Approval to move forward with the Grant for Infrastructure on James St.

Motion by Webster to approve, 2<sup>nd</sup> by Lorenzo

All Aye- Motion carried

A rate study must be done in order to get approval for this Grant. Technically it only must be on the sewer side but I would like it done on our entire system. There are 2 reasons for this. The changes I would like to make. We would not need to raise the rates as was previously proposed. We've found two companies that do rate studies. Baker Tilly gave a very good presentation. Their cost is \$19,500. This is a 5-month process. It would end with a public hearing.

The other company is Utility Financial Solutions. Their estimate is \$12,500 for water and \$12,500 for sewer. They would charge to change REU's. Bringing their total cost to \$29,000. They didn't offer many references as the other company did.

Baker Tilly presented very well and that is the company we would like to move forward with.



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Motion by webster to approve Baker Tilly, 2<sup>nd</sup> by Gritter

All Aye – Motion carried

### **ZBA- No Meeting**

### **Park Taskforce: Webster**

Park Taskforce Committee: Action items this month were to look at the school and Tiger Den agreement. To continue to try to find the original PUD trail map. A splash pad would Require water & sewer meter reading, a recirculating system installed underground, an Estimating cost of \$100,000. Chlorination, daily testing, state permits to discharge. This is A huge undertaking and most likely will be a future endeavor from a funding standpoint. We're talking about installing Pickleball. We could get 3 pickleball courts in with fencing We could resurface the current basketball courts (tennis courts). Putting a basketball Court on the southeast side of the park. The estimates I've gotten looks to be about \$15,000. We had an opportunity to speak with 305 Farms about this being possible Funding project. Also, 305 offered to provide labor. Looking for locals as well to provide Labor.

We've talked about the Braush park and potentially moving the existing basketball poles Over there.

### **New Business-**

Glennie: Payment should be made to the Sherriff's Department for the patrolling the Ox Roast. This was approved in November Community Development minutes for \$930 Also, the Ice sculptures for \$730.00 for the Villages portion.

### **Old Business- None**

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**Public comment-**

Natalie Field Peat: I am the president of the women's auxiliary for the Legion and we are asking permission to collect donations by selling poppies in May on the 20th & 21<sup>st</sup>. I also want to say how I appreciate how you all continue to make our town even better. It's really sweet and I just love it.

**Council comments-**

Webster: I appreciate all that we got done tonight even though it went past time.

Quick moves to adjourn

Motion by Webster to adjourn, 2<sup>nd</sup> by Gritter

All Aye, Motion carried

Meeting adjourned at 9:06

Respectfully submitted:

Attest:

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Suzann Weston, Clerk/Treasurer

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David Quick, President