

**Minutes, Paw Paw Village Council  
Regular Meeting, January 10, 2022**

The Regular Village Council meeting of Monday, January 10, 2022, convened at 7:00p.m. at the Paw Paw District Library, Community Room. President Pro-tem Douglas Craddock presiding.

**Meeting Convened**

Present: President Plaszcak (excused) and President Pro-tem Douglas Craddock and Trustees Amanda Bartlett, Nadine Jarvis, Mary McIntosh, Ashley Nottingham (excused) and Donne Rohr. Also present: Village Manager Will Joseph, Manager Consultant Ed Hellwege, Village Clerk Karla Tacy, Chief of Police Eric Marshall and Department of Public Services Director John Small.

**Members Present**

Motion by McIntosh with support from Rohr to approve the agenda with the change of removing #5 under Action Items. All members present voting yes, motion carried.

**Approval of Agenda**

Motion by Rohr with support from Jarvis to approve the regular meeting minutes of December 13, 2021. All members present voting yes, motion carried.

**Approval of Minutes**

Motion by Jarvis with support of Bartlett to approve claims for Monday, January 10, 2022, in the amount of \$1,036,673.85. All members present voting yes, motion carried.

**Approval of Claims**

Michael McGeehan from GRP Engineering gave a project overview and answered Council's questions regarding the electrical upgrade project.

**Presentations and  
Guests**

Motion by Rohr with support of Jarvis to authorize its Village Manager, William Joseph, to serve as its Member Authorized Representative and to execute Power Purchase Commitments with MPPA on behalf of the Village of Paw Paw. Roll call vote: Bartlett, Jarvis, McIntosh, Craddock and Rohr voting yes, motion carried.

**Action Items:  
Resolution 22-01  
Authorize MPPA  
Representative**

The Village Wastewater Treatment Facility is an aging facility that is in need of major improvements to remain functioning and meet EGLE requirements. On May 24, 2021, the Council approved Resolution 21-10 which approved a submittal to EGLE to begin the process of applying for CWSRF loans. Fleis and VandenBrink Engineering has submitted a proposal in the amount of \$594,000, to assist the Village and oversee five phases of the project including design, revenue study, contract bidding, construction and post construction. Bob Wilcox from Fleis & VandenBrink was on hand to take questions.

**Consideration of Fleis  
& VandenBrink for  
Professional Services**

Motion by Bartlett with support of Jarvis to approve the proposed professional services agreement between the Village and Fleis & VandenBrink for the CWSRF project and authorize and direct the Village Manager to execute and deliver the agreement on behalf of the Village with such necessary revisions that are deemed to be in the best interest of the Village in consultation with the Village Attorney. Roll call vote: Rohr, Craddock, McIntosh, Jarvis and Bartlett voting yes, motion carried.

The Village applied for a MDNR grant that would provide funding to inventory the location (using GIS), species and number of trees within the Village. This \$5,000 grant requires a \$5,000 match from the Village's Natural Resources Fund.

**Community Forestry  
Grant Program**

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Motion by McIntosh with support of Jarvis to accept the Community Forestry Grant Program award and amend the Natural Resources Fund to include the \$5,000 match. Roll call vote: Jarvis, McIntosh, Craddock and Rohr voting yes, Bartlett voting no, motion carried.

Motion by Jarvis with support from Bartlett to approve the 2022 Village Council meeting schedule of every 2<sup>nd</sup> and 4<sup>th</sup> Monday each month. All members present voting yes, motion carried.

Manager Joseph, Ed and staff have been working together to develop the 2022-23 Budget. Joseph has set a goal of completing the Budget process by January 24<sup>th</sup>, to allow the Finance and Admin Committee to offer initial feedback. He asks that Council review and submit any questions or concerns to him by February 7<sup>th</sup>. The public hearing on the Budget will be held February 14<sup>th</sup> along with a more in-depth discussion with Council. Final approval for the 2022-23 Budget will be recommended for the February 28<sup>th</sup> Council meeting.

No Report.

Jarvis reported the Public Services Committee discussed the township sewers, Forestry grant, electrical system upgrades and the 5-year study.

Jarvis reported the Parks and Rec Board discussed the Forestry grant, Sunset Park greenspace and pathway projects, 5-year parks and rec plan and the lack of volunteers.

No Report.

No Report.

Jarvis reported that the Farmers Market is looking for members to join their board.

Craddock reported the Fire Department received over 340 calls in 2021.

No Report.

No Report.

No Report.

The January Planning Commission meeting was canceled.

No Report.

The January Wine & Harvest meeting was canceled.

**Set 2022 Council Meeting Schedule**

**Non-Action Items:  
Budget Process Update**

**Committee Meetings and Reports  
Finance and Admin**

**Public Services**

**Parks and Rec**

**DDA**

**Economic Develop**

**Farmers Market**

**Fire Board**

**Historical Committee**

**Housing Commission**

**Maple Lake Preservation**

**Planning Commission**

**Wellhead Protection**

**Wine & Harvest**

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Rohr was notified several of the sprinkler heads downtown were hit with the plow. DPS is aware.

Manager Joseph notes that he is requiring masks to be worn by the public inside Village buildings and by employees when they leave their immediate work space.

Hellwege gave kudos to the Village Hall staff for their great customer service while assisting residents.

Chief Marshall announced Sergeant Parsell will be retiring from the Paw Paw Police Department in March and Detective Sam Carlsen was promoted to Sergeant to fill this position. The Police Department will be holding their annual awards ceremony March 14<sup>th</sup>.

Motion by McIntosh with support by Bartlett to adjourn the meeting. All members present voting yes, motion carried. Meeting adjourned at 8:50p.m.

**Council Member  
Comments:**

**Rohr**

**Manager Comments:**

**Joseph**

**Staff Comments:**

**Hellwege**

**Marshall**

**Adjournment**

Respectfully submitted:

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Karla Tacy  
Village Clerk

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Douglas Craddock  
President Pro-tem