

**Minutes, Paw Paw Village Council
Regular Meeting, January 11, 2021**

The Regular Village Council meeting of Monday, January 11, 2021, convened at 7:00p.m. via electronic meeting. President Roman Plaszczyk presiding.

Meeting Convened

Present: President Plaszczyk and President Pro-tem Douglas Craddock and Trustees Amanda Bartlett, Nadine Jarvis, Mary McIntosh, Ashley Nottingham and Donne Rohr. Each Council member stated they were participating from their homes, located within the Village of Paw Paw, in Van Buren County, in the State of Michigan. Also present: Village Manager Sarah Moyer-Cale, Village Clerk Karla Tacy, Chief of Police Eric Marshall (excused) and Department of Public Services Director John Small.

Members Present

Motion by Jarvis with support from Bartlett to approve the agenda as presented. All members present voting yes, motion carried.

Approval of Agenda

Motion by Rohr with support from Bartlett to approve the regular meeting minutes of December 14, 2020. All members present voting yes, motion carried.

Approval of Minutes

Motion by Bartlett with support of Craddock to approve all claims for Monday, January 11, 2021, in the amount of \$679, 670.88. All members present voting yes, motion carried

Approval of Claims

Motion by Jarvis with support from Bartlett, to close the regular session at 7:14pm and enter into a public hearing to take comments on the requested Commercial Rehabilitation District. All members present voting yes, motion carried.

**Public Hearing:
Commercial Rehab
District**

Sarah Braganini of Slate Stone LLC believes the creation of a Commercial Rehab District would draw new businesses to the area. Mark O'Reilly of Kinexus believes that the tax exemptions from the creation of a Commercial Rehab District would drive investment in the community.

Motion by McIntosh with support from Craddock to close the public hearing at 7:25 and re-enter regular session. All members present voting yes, motion carried.

Slate Stone, LLC is requesting that the Village Council approve the creation of a Commercial Rehabilitation District in the area of Commercial/S Gremps Streets. The creation of this district would allow qualifying developments to apply for commercial rehabilitation tax exemption certificates. Projects in the district would not automatically qualify, they would be approved separately. The County must also approve of the district.

**Resolution 21-01 to
Approve a
Commercial Rehab
District**

Motion by Craddock with support from McIntosh to adopt Resolution 21-01 to create a Commercial Rehabilitation District. Roll call vote; Craddock, Rohr, Nottingham, Plaszczyk, McIntosh, Jarvis, Bartlett voting yes, motion carried.

Motion by Jarvis with support from Rohr to adopt Ordinance 484 to Amend the Electric Ordinance. Roll call vote; Craddock, Rohr, Nottingham, Plaszczyk, McIntosh, Jarvis, Bartlett voting yes, motion carried.

**Ordinance 484-
Electric Ordinance**

**Minutes, Paw Paw Village Council
Regular Meeting, January 11, 2021**

Sandy Tapper has requested an extension in the approval of the “drop-off zone” in front of Elementary Edge. She said it has worked out really well with helping to alleviate the need for parents & siblings to enter the building with the student during the COVID-19 pandemic. The reserved parking space provides an easy place for parents to drop their student off and watch them safely enter.

Extension of Drop-off Zone

Motion by Rohr with support from Jarvis to extend the 5-minute drop-off area in front of 130 E Michigan Ave, Monday – Thursday from 8:00am-8:00pm through March 31, 2021. All members present voting yes, motion carried.

The Village parking ordinance does not allow parking in village lots, streets, etc between 3-6am during the winter months “except in such areas as may be specifically designated as overnight parking areas.” Vehicles in those designated areas must display a Village parking pass. Moyer-Cale reports there is currently no policy about how parking passes are distributed or who qualifies for them, however it seems to be the common understanding that people who reside in the downtown may have up to two parking passes. Moyer-Cale will draft a tentative parking pass policy and present to Council.

Parking Passes

President Plaszcak would like to appoint resident Ed Hellwege to the Paw Paw Village Planning Commission.

Planning Commission Appointment

Motion by Jarvis with support from Rohr to appoint Ed Hellewege to the Paw Paw Village Planning Commission to fill a vacant term ending March 31, 2024. All members present voting yes, motion carried.

Motion by Bartlett with support from Jarvis to approve the 2021 Regular Meeting Schedule of the Village Council. All members present voting yes, motion carried.

2021 Council Meeting Schedule

Moyer-Cale presented a list of water and sewer infrastructure projects that we are planning to complete in the next 5 years or so. The Capital Improvement Plan calls for the sewer projects to all be done at the same time. Moyer-Cale reports there is not much State funding available for these types of projects. A 4% future rate increase has been suggested to help cover these costs. There are more funding opportunities for water distribution projects. It is the consensus of Council to have Moyer-Cale forward a letter of intent to EGLE to apply for this funding.

**Non-Action Items:
Infrastructure
Planning and Rate
Modifications**

The recent DPS study completed by GovHR determined the need for a Deputy Director of Public Services. This will be a non-union position and will have little impact on the General Fund budget. Moyer-Cale has budgeted for the position to begin 3/1 but feels the most important thing is finding the best candidate and not rush to fill.

DPS Deputy Director

Moyer-Cale reports good progress is being made towards completing the draft for a long-term agreement with MEC for line work services. She notes historically agreements of this nature are for a 10-year term with 5-year renewals after. The initial agreement will discuss terms and structure of fees. An Operations Maintenance Agreement will then be developed to discuss yearly projects for MEC to complete.

MEC Agreement

**Minutes, Paw Paw Village Council
Regular Meeting, January 11, 2021**

Rohr reported the Finance and Admin Committee met to discuss the upcoming contract negotiations for the Police Department.

No Report.

No Report.

No Report.

No Report.

Jarvis reported the Farmers Market Board met to discuss the annual budget review, noting the results were the same as last year.

No Report.

No Report.

No Report.

No Report.

No Report.

No Report.

Craddock reported Marilyn Clear will be returning to lead the Wine & Harvest festival for the 2021 season. He notes the details of her return will be ironed out soon.

Jarvis notes that after reviewing the job description for the Deputy DPS Director position she realizes how much Director Small currently does and applauds him for his hard work. Jarvis is also very happy Marilyn will be returning to the Wine & Harvest festival.

Craddock addressed new trustee Nottingham on if there was anything Council can do to help her acclimate. Nottingham answered that everyone on Council has been very supportive. She is excited for in-person meetings and hopefully increasing the community's involvement.

Motion by Craddock with support by Bartlett to adjourn the meeting. All members present voting yes, motion carried. Meeting adjourned at 9:25 p.m.

**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

**Council Member
Comments
Jarvis**

Craddock

Adjournment

**Minutes, Paw Paw Village Council
Regular Meeting, January 11, 2021**

Respectfully submitted:

Karla Tacy
Village Clerk

Roman Plaszczak
Village President