

**Minutes, Paw Paw Village Council  
Regular Meeting, April 27, 2020**

The Regular Village Council meeting of Monday, April 27, 2020, convened at 7:40p.m. via electronic meeting. President Roman Plaszczak presiding.

**Meeting Convened**

Present: President Plaszczak and President Pro-tem Douglas Craddock and Trustees Amanda Bartlett, Mary McIntosh, Nadine Jarvis, Josh Przygocki and Donne Rohr. Also present: Village Manager Sarah Moyer-Cale, Village Clerk Karla Tacy, Chief of Police Eric Marshall and Department of Public Services Director John Small.

**Members Present**

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

**Approval of Agenda**

Motion by McIntosh with support from Jarvis to approve the regular meeting minutes of April 13, 2020. Rohr abstaining, all other members present voting yes, motion carried.

**Approval of Minutes**

Motion by Craddock with support of Rohr to approve all claims for Monday, April 27, 2020, in the amount of \$287,951.80. All members present voting yes, motion carried.

**Approval of Claims**

The Village's current plan allows for a month of service credit to be earned when an employee has worked ten eight-hour days in a month. Due to Covid-19 and the executive orders limiting people's ability to work, MERS put together a form by which municipalities may opt to temporarily change their service credit criteria. Because several of our employees have been furloughed, we would need to make this change in order for them to receive service credit.

**New Business:  
MERS Plan Temp  
Service Credit  
Adjustment**

Motion by Rohr with support from Craddock to approve a temporary modification to a MERS benefit provision to allow an employee to work 40 hours in a month to earn service credit. Roll call vote; Craddock, Rohr, Przygocki, Plaszczak, McIntosh, Jarvis, Bartlett all voting yes, motion carried.

Motion by McIntosh with support from Bartlett to approve a Kayak Rental License Agreement allowing Paw Paw Kayak Rental, LLC to operate in Sunset Park for two years with the option to renew for a third year, at a cost of \$100 per month during the months of June, July and August and 5% of receipts for all other months. Roll call vote; Bartlett, McIntosh, Plaszczak, Przygocki, Rohr and Craddock, all voting yes, Jarvis abstaining, motion carried.

**Kayak Rental License  
Agreement**

DPS Director John Small will be leaving the Village's employment May 15<sup>th</sup>. Council has authorized Moyer-Cale to look into professional recruiting services that assist with locating replacement candidates.

**DPS Department  
Transition**

Moyer-Cale reports the Village's procurement policy needs to be updated to include requirements for CDBG funding.

**Ongoing Business:  
Approve Updates to  
the Procurement  
Policy**

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Motion by Rohr with support from McIntosh to approve the modified procurement policy as presented. Roll call vote; Craddock, Rohr, Przygocki, Plaszczak, McIntosh, Jarvis, Bartlett all voting yes, motion carried.

It is the consensus of Council to have Moyer-Cale present the proposed chicken ordinance to legal counsel for review.

Moyer-Cale, Chief Marshall and Director Small updated Council on our most recent responses to the pandemic and its effects on the Village's day-to-day continued operations.

No Report.

No Report.

No Report.

No Report.

No Report.

No Report.

Craddock reported the Fire Board met to pay bills and discuss basic operations.

No Report.

Rohr reported the Housing Commission staff is working part-time cleaning and helping the residents with the Covid-19 social distancing guidelines.

No Report.

No Report.

No Report.

No Report.

Plaszczak wished for everyone to try to stay safe and healthy during this time of the Coronavirus.

Craddock wanted to verify that email discussions between multiple Council members regarding Village matters would be inappropriate, Moyer-Cale confirmed this is true and discussed the Open Meetings Act.

**Chickens**

**Covid-19 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**

**Council Member  
Comments  
Plaszczak**

**Craddock**

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Jarvis thanked Chief Marshall, Director Small and Moyer-Cale for their continued great work during the pandemic.

**Jarvis**

McIntosh also commended Village staff on their tremendous work.

**McIntosh**

Motion by Craddock with support by Bartlett to adjourn the meeting. All members present voting yes, motion carried. Meeting adjourned at 9:45 p.m.

**Adjournment**

Respectfully submitted:

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Karla Tacy  
Village Clerk

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Roman Plaszczak  
Village President