

**Minutes, Paw Paw Village Council
Regular Meeting, March 25, 2019**

The Regular Village Council meeting of Monday, March 25, 2019, convened at 7:30 p.m. at the Paw Paw Community Library, 609 West Michigan Avenue, Paw Paw, Michigan. President Roman Plaszczyk presiding.

Meeting Convened

Present: President Plaszczyk, President Pro-tem Eric Larcinese and Trustees Douglas Craddock, Amanda Bartlett, Mary McIntosh, Nadine Jarvis and Donne Rohr (excused to leave at 10:00 pm). 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 Rohr with support from Craddock to approve the agenda as presented. All members present voting yes, motion carried.

Approval of Agenda

Motion by Jarvis with support from Bartlett to approve the regular meeting minutes of March 11, 2019. McIntosh abstained from voting as she was unable to attend the March 11, 2019 meeting. All other members present voting yes, motion carried. Motion by Rohr with support from Craddock to approve the Workshop meeting minutes of March 11, 2019. McIntosh abstained from voting. All other members present voting yes, motion carried.

Approval of Minutes

Motion by Larcinese with support of Craddock to approve all other claims for Monday, March 25, 2019, in the amount of \$656,635.56. All members present voting yes, motion carried.

Approval of Claims

Randy Peat, District 5 County Commissioner, updated the Council on agenda items Van Buren County has been working on the past month including: creating a new regional public defender's office serving both Van Buren and Allegan counties, creating a new Veteran's Service Officer position and the county's involvement in a class-action lawsuit regarding property tax foreclosure. The Council thanked Mr. Peat for his updates.

**Audience
Participation**

Leonard Lux, Community Development Coordinator, presented his annual report and explained what ordinances the Village has to regulate property maintenance and rentals and how these are enforced. Moyer-Cale also submitted several suggested changes and ideas for future reporting to the Council. Council requested Moyer-Cale to please set up a workshop to discuss these changes further.

**New Business:
Ordinance
Enforcement Report
& Discussion**

Moyer-Cale informed the Council that the Category B Funding grant is available to selected cities and villages with populations less than 10,000 for road improvements. Eligible projects include reconstruction, replacement, rehabilitation and capital preventative maintenance of city or village streets. Moyer-Cale noted applicants are required to apply for 5 projects (Oak, Maple, Birch Davis and Lakeview Terrace) and it will be decided for us which project is chosen to be funded, if any.

**Resolution 19-09 in
Support of Category
B Road Funding
Application**

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Motion by Rohr with support from Jarvis to accept Resolution 19-09 in support of Category B Transportation Economic Development Program Funding. Roll call vote; Craddock, Rohr, Larcinese, Plaszczak, McIntosh, Jarvis, Bartlett all voting yes, motion carried.

Ongoing Business:

Moyer-Cale presented the Council with the Professional Services Agreement that will need approval before SAFEbuilt begins building department services in mid-April

**SAFEbuilt
Professional Services
Agreement Approval**

Motion by McIntosh with support of Jarvis to accept and authorize the execution of the PSA agreement with SAFEbuilt Michigan, LLC for building department services. All members present voting yes, motion carried.

Moyer-Cale noted the Council had previously decided to take steps toward applying for the drawdown permit but had not yet decided to complete the steps for the application. The results of a survey that went out to Maple Lake lakefront property owners and available at Village Hall, showed overwhelming support for the drawdown. Moyer-Cale informed council that the cost of the drawdown is not yet known because we do not know what level of environmental testing the MDEQ will require, however, it is known the permit fee is \$500. Council asked Moyer-Cale to please reach out to Jennifer at Restorative Lake Sciences to see if she can provide data showing significant results of weed elimination from the drawdowns.

**Maple Lake
Drawdown**

Motion by Jarvis with support from Rohr to submit the drawdown application to the MDEQ. Roll call vote; Bartlett, Jarvis, McIntosh and Plaszczak voting yes, Larcinese, Rohr and Craddock voting no, motion carried.

Moyer-Cale noted the two Michigan Avenue Streetscape concept plans were presented at a workshop meeting on March 11th, an open house on March 14th and have been on display at Village Hall for approximately one week. Moyer-Cale reported the most prevalent concerns related to the 5-lane concept have included turning radius ability of semi-trucks and the reduction of on street parking due to the proposed bump outs. There is also interest in attempting to divert semi-truck traffic away from Michigan Avenue. The majority is in full support of removing the sidewalk steps. Council asked Moyer-Cale to please obtain street view designs portraying what the completed street will look like raised with the bump outs. The matter will be further discussed at a future meeting.

**Michigan Ave
Streetscape**

Motion by Craddock with support from Jarvis to approve the appointment of all persons put forth by the Village President to their respective boards and commissions for terms ending March 31 in the final year of their established terms. All members present voting yes, motion carried.

**Annual Board &
Committee
Appointments**

Moyer-Cale reports it was noted at the last meeting that council would discuss the cost responsibility of Heather Lhamon (owner) for moving the house from Mattawan

**House Move Cost
Review**

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to Hazen St. Moyer-Cale presented council with invoices and reports showing the financial liabilities incurred from the move. Council agrees with Moyer-Cale's findings and asked Moyer-Cale to please draft a letter to Ms. Lhamon explaining the charges along with her remaining deposit funds.

Craddock reported the Finance Committee met to discuss salary increases for non-union employees, personnel handbook changes and Home Rule communities

No Report.

No Report.

Plaszczak reported the DDA Committee approved the exterior painting of windows and trim at the Carnegie Center for \$10,310 and a façade grant for the Strand Theater in the amount of \$1,672 contingent upon completion.

No Report.

No Report.

No Report.

Plaszczak reported the Historical Committee is continuing their work on organizing the new museum at the Carnegie Center.

No Report.

No Report.

No Report.

No Report.

No Report.

McIntosh inquired if the DDA follows up on grant winners once funds have been awarded. Moyer-Cale stated she is trying to be more diligent in doing this.

Jarvis reported she recently attended a Michigan Association of Planning workshop and presented some risk management tips she thought would be beneficial for the council in order to remain compliant with the Open Meetings Act.

**Committee Meetings
and Reports
Finance and Admin**

Public Services

Area Parks & Rec

DDA

Economic Develop

Farmers Market

Fire Board

Historical Committee

Housing Commission

**Maple Lake
Preservation**

Planning Commission

Wellhead Protection

Wine & Harvest

**Council Comments
McIntosh**

Jarvis

**Manager Comments
Moyer-Cale**

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Moyer-Cale reported to council that Chief Marshall had recently undergone surgery for his injured shoulder and would be out of the office at least until his next appointment April 3.

Adjournment

Motion by Bartlett with support by Jarvis to adjourn the meeting. All members present voting yes, motion carried. Meeting adjourned at 10:15 p.m.

Respectfully submitted:

Karla Tacy
Village Clerk

Roman Plaszczak
Village President