

**Minutes, Paw Paw Village Council
Regular Meeting, May 28, 2019**

The Regular Village Council meeting of Monday, May 28, 2019, convened at 7:35 p.m. at the Paw Paw Community Library, 609 West Michigan Avenue, Paw Paw, Michigan. President Roman Plaszczak presiding.

Meeting Convened

Present: President Plaszczak, President Pro-tem Eric Larcinese and Trustees Douglas Craddock (excused), Amanda Bartlett, Mary McIntosh, Nadine Jarvis 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 Larcinese to approve the agenda with the addition of the Request to Close Industrial Ave for Mustang Show under New Business. All members present voting yes, motion carried.

Approval of Agenda

Motion by Rohr with support from McIntosh to approve the regular meeting minutes of May 13, 2019. All members present voting yes, motion carried.

Approval of Minutes

Motion by Jarvis with support of McIntosh to approve all claims for Monday, May 28, 2019, in the amount of \$256,203.75. All members present voting yes, motion carried.

Approval of Claims

Chris Cook and Kathy Burczak from Abonmarche were in attendance to go over the Michigan Ave concept updates and renderings.

**Presentations:
Abonmarche**

Moyer-Cale reported the Village is receiving a CMAQ grant for a replacement traffic signal at Hazen and North Street for next fiscal year. The grant is for \$200,000 but the most recent estimate for the project cost would be \$260,000 plus engineering costs not covered by the grant. The proposal for Council consideration would start the design phases this fiscal year and the construction and construction engineering would be next fiscal year. Council asked Moyer-Cale to put this topic on a later agenda for further discussion.

**New Business:
Proposal for
Engineering Services
for North St Traffic
Signal**

Moyer-Cale reported the Village is required by PA 266 of 1995 to have a credit card policy. The proposed policy is reflective of the state's requirement and would solidify our existing practices. This policy was reviewed by the Finance and Administration Committee on May 13th with no proposed changes.

**Resolution 19-13 To
Adopt A Credit Card
Policy**

Motion by Rohr with support from Jarvis to adopt Resolution 19-13 to adopt a credit card policy for the Village of Paw Paw. All members present voting yes, motion carried.

Moyer-Cale reported a fund balance policy is not required, but is a beneficial guide for planning our long-term financial strategy. The policy establishes goals for the fund balance and what actions should be considered if the fund balance exceeds determined measures. Council agreed to try to attain a fund balance of 30% or greater. Moyer-Cale will work on providing Council the actual dollar amount needed to equal the 30%.

**Fund Balance Policy
Discussion**

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Moyer-Cale reported that it has been requested that the Council discuss increasing the compensation for members of the Planning Commission. The non-council members on the commission currently receive \$30 per meeting. She noted in other municipalities, members may receive no compensation or anywhere between \$25 and \$80 per meeting. Council decided to table further discussion until next fiscal year as a wage increase was not budgeted for the current year. Council will also look into possibly raising the rates for planning commission applications for review.

**Planning Commission
and ZBA Member
Compensation**

Moyer-Cale reported Tapper Automotive Group is requesting the closure of Industrial Avenue on Saturday, June 1, 2019 from 8 am until 1 pm. They are holding their annual Mustang Show.

**Request to Close
Industrial Ave for
Mustang Show**

Motion by McIntosh with support from Rohr to approve the request from Tapper Automotive Group to close Industrial Ave on June 1, 2019 from 8 am until 1 pm contingent on obtaining permission from the Fire Chief and maintaining a 10 foot wide path for emergency vehicles. All members present voting yes, motion carried.

Moyer-Cale noted a public hearing should be held to accept comment on proposed millage rates for 2019.

**Ongoing Business
Schedule Public
Hearing for 2019
Millage Rate**

Motion by Bartlett with support from Jarvis to hold a public hearing on June 10, 2019 at 7:30 pm at the Paw Paw District Library to accept comment on millage rates for 2019. All members present voting yes, motion carried.

Moyer-Cale noted a public hearing is required for setting a millage rate for the proposed police millage.

**Schedule Public
Hearing for 2019
Police Special
Assessment Millage**

Motion by Rohr with support from Jarvis to hold a public hearing on June 10, 2019 at 7:30 pm at the Paw Paw District Library to accept comment on the proposed Police Special Assessment Millage under PA 33 of 1951. All members present voting yes, motion carried.

Moyer-Cale presented Council with the two options drawn up by Barr Engineering that would maintain the elevation of Briggs Pond. The first option (1a) would require the emergency spillway be essentially rebuilt. The second option (1b) does not require use of the emergency spillway. The estimated costs are similar. Council decided to move forward with having Moyer-Cale get engineering and construction costs for phase 2 of option 1b.

Briggs Mill Dam

Motion by Rohr with support from Bartlett to enter into closed session under Section 8 (h) of the Michigan Open Meetings Act at 9:49 pm. Roll call vote; Rohr, Larcinese, Plaszczak, McIntosh, Jarvis and Bartlett all voting yes, motion carried.

Closed Session

Motion by Jarvis with support from Bartlett to exit the closed session at 10:00 pm. Roll call vote; Bartlett, Jarvis, McIntosh, Plaszczak, Larcinese and Rohr all voting yes, motion carried.

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No Report.	Committee Meetings and Reports Finance and Admin
Jarvis reported the Parks and Rec Board met to discuss the water tower painting, natural shoreline, the DPS banner policy, Maple Island invasive species and the noxious weed ordinance.	Public Services
No Report.	Area Parks & Rec
Moyer-Cale reported the DDA Board granted Paw Paw Brewing a grant for window replacement. They also granted Urban Basement a grant to repair their drainage system. The board also gave an update on the Ben Franklin building project.	DDA
No Report.	Economic Develop
Jarvis reported May 26 th kicked off the first Farmers Market of the season. The turnout was good. Jarvis thanked John Small for the new parking lot barriers.	Farmers Market
Larcinese reported at the last meeting the Fire District Board paid bills. Larcinese also noted that 3 bids have been received for one of the department's old trucks.	Fire Board
Plaszczak reported the Historical Committee continues to get the Carnegie museum ready for the upcoming grand opening.	Historical Committee
Rohr reported the Housing Commission has tentatively scheduled their ribbon cutting ceremony on June 22, 2019 from 9:00 am until 2:00 pm.	Housing Commission
Plaszczak reported the Maple Lake Preservation Committee is in the process of drafting their recommendations for council.	Maple Lake Preservation
No Report.	Planning Commission
No Report.	Wellhead Protection
No Report.	Wine & Harvest
Plaszczak stated the new lighting at the boat launch looks very attractive and that he saw many people enjoying the area over the Memorial Day weekend.	Council Comments Plaszczak
McIntosh stated the flowers in Veteran's Park look great.	McIntosh
Moyer-Cale stated commissioner Randy Peat apologizes for not being able to attend the council meeting as he has been recovering from surgery. Moyer-Cale noted phragmites and Japanese Knotwood have been found in Maple Lake and a contractor will be removing this fall. Moyer-Cale urged council to bring their ordinance books into Village Hall for updating with recent supplements.	Manager Comments Moyer-Cale

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Director Small reported the recent large amounts of rain has slowed the progress of the water tower painting.

Manager Comments
Staff Comments
Small

Chief Marshall spoke to Council regarding their upcoming vote for the Special Police Millage. He stated he knows the budget is tight but he cannot efficiently run the department with less money than he is currently allotted. Chief noted, if his budget is reduced he will be forced to cut back on their community policing efforts and focus solely on working incoming calls.

Marshall

Motion by Jarvis with support by Rohr to adjourn the meeting. All members present voting yes, motion carried. Meeting adjourned at 10:00 p.m.

Adjournment

Respectfully submitted:

Karla Tacy
Village Clerk

Roman Plaszczak
Village President