



Village of Paw Paw
Village Council Regular Meeting

Monday, August 10, 2026, 7 PM
Paw Paw District Library, Community Room
609 W. Michigan Ave, Paw Paw, MI 49079

Agenda

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Roll Call:** President Roman Plaszczyk; President Pro-Tern Douglas Craddock; Trustees Nicolas Martinez, David McQueen, Steve Richardson, and Donne Rohr.
- IV. Approval of Agenda**
- V. Approval of Minutes**
 - Regular meeting of July 27, 2026
- VI. Authorization to Pay Claims.** August 10, 2026 (Martinez, McQueen); August 24, 2026 (Craddock, Rohr)
- VII. Audience Participation (Limited to 3 minutes per speaker)**
- VIII. Council Member Comments**
- IX. Public Hearings: None**
- X. Action Items**
 - Red Arrow Convoy Authorization
 - Short Term Rentals ordinance revision
- XI. Workshop Items:** 1-94 Bridge Aesthetics
- XII. Committee Meetings and Reports** (committees may have items to bring to the council) *Estimated 30 minutes for all with next meeting dates.*

- Area Parks & Rec. Board (McQueen): Sept. 8 (change due to Labor Day holiday) - **7 PM**
- Downtown Development Authority (Plaszczak): Aug. 17 - **5:30 PM**
- Economic and Residential Opportunity (Plaszczak): Aug. 13 - **4 PM**
- Farmers Market (Martinez): Aug. 21 - **5 PM**
- Fire District Board (Craddock): Sept. 1 - **7 PM**
- Historical Commission (Plaszczak): Aug. 12 - **4 PM**
- Housing Commission (Rohr): Aug. 24 - **3 PM**
- Maple Lake Preservation & Improvement (Plaszczak): TBA - **4 p.m.**
- Planning Commission (Martinez): Sept. 3 - **7 PM**
- Wine & Harvest Board (Craddock): Sept. 2 - **6 PM**

XIII. Council Member Comments

XIV. Manager & Departmental Reports

XV. Tabled Items Expected to come back before the Village Council

- Short Term Rentals
- Sidewalk Vendor Regulation

XVI. Adjournment

Notice to Public Attendees

If you would like to speak to the Village Council, please make your statements during the Audience Participation Period. Public comments are limited to **3 minutes** per speaker. Please note that this will not be a question-and-answer exchange. If you would like follow-up, provide your name and phone number/ email on the sign-in sheet at the Clerk's table. The appropriate member of the Village Council or Village Staff will contact you.

Minutes

**Minutes, Paw Paw Village Council
Regular Meeting, July 27, 2026**

The Regular Village Council meeting of Monday, July 27, 2026, convened at 7:00p.m. at the Paw Paw District Library, Community Room. President Plaszczyk presiding.

Meeting Convened

Present: President Roman Plaszczyk, Pro Tem Douglas Craddock (excused), Trustees Steve Richardson, Nicolas Martinez, David McQueen and Donne Rohr. Also present: Village Manager Bryan Myrkle, Clerk Karla Tacy, DPS Director Tim Brandys and Police Chief Eric Rottman.

Members Present

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

Approval of Agenda

Motion by Martinez with support from Rohr to approve the regular meeting minutes of July 27, 2026. All members present voting yes, motion carried.

Approval of Minutes

Motion by Martinez with support from Rohr to approve claims for Monday, July 27, 2026, in the amount of \$744,451.67. All members present voting yes, motion carried.

Approval of Claims

Michael McCarthy questioned if Briggs Dam is now open to the public. He asked if the public could get copies of the MSDS sheets for the environmental remediation work being conducted at 711 E Michigan Ave.

Audience Participation

Luke Butler inquired as to when the Village would be seeking new mowing bids. He also asked when the Village would start accepting applications for the MSHDA grant.

Trustee Rohr reports that Paw Paw Days was well attended.

**Council Member
Comments:**

Trustee Martinez thanked the DPS crew for the preparation work they did for Paw Paw Days, he stated the Village looked great.

President Plaszczyk read several aloud several emails commending members of the PD for recent assists to businesses and residents.

Trustee McQueen has heard many accolades regarding the Police Department. He believes this shows evidence of good leadership and staff.

It was the consensus of Council to allow Manager Myrkle to move forward in the process of changing the ordinance that mandates the number of board members the DDA must have.

**Action Items:
DDA Request to Change
Board Size**

Motion by Rohr with support from Richardson to approve the purchase of radio encryption upgrades for three patrol vehicles and two additional radios for an amount up to \$13,000. All members present voting yes, motion carried.

**PD Radio Encryption
Purchase Authorization**

**Minutes, Paw Paw Village Council
Regular Meeting, July 27, 2026**

Motion by Martinez with support from McQueen to approve the change order #2 submitted by Barr Engineering regarding the Briggs Dam Replacement final project closeout, for an increase of \$28,000. All members present voting yes, motion carried.

**Briggs Dam Project
Change Order**

Motion by Rohr with support from Martinez to accept the proposal from Barr Engineering for engineering services to develop an Operations & Maintenance Plan for Briggs Dam for the amount of \$15,500. All members present voting yes, motion carried.

**Briggs Dam O&M
Proposal**

Motion by Rohr with support from Martinez to approve pay request No. 2 from Lounsbury Excavating for the Elm St reconstruction project in the amount of \$263,711.17. All members present voting yes, motion carried.

**Elm St Project Pay
Request #2**

Motion by McQueen with support from Richardson to accept the proposal from Wesco for the purchase and install of the Tantalus AMI metering system, without the optional Customer Portal for the amount of \$755,270.00. Roll call vote: Richardson, McQueen, Plaszczak, Rohr and Martinez voting yes, motion carried.

**AMI Proposal &
Authorization**

None.

**Committee Meetings
Parks and Rec**

The DDA Board approved a \$5,000 façade grant for 204 S Kalamazoo St (Willis Law). To help mitigate maintenance costs, the Board is considering utilizing artificial flowers downtown in some areas.

DDA

None.

**Economic & Residential
Opportunity**

None.

Farmers Market

None.

Fire Board

None.

Historical Commission

None.

Housing Commission

None.

**Maple Lake
Preservation**

None.

Planning Commission

None.

Wine & Harvest

**Minutes, Paw Paw Village Council
Regular Meeting, July 27, 2026**

Trustee Martinez would like to revisit the discussion regarding the burn ordinance. He would like businesses/customers to have the opportunity to appeal a no-burn decision.

**Council Member
Comments:
Martinez**

Manager Myrkle announced that the PPSD approved the Village's offer to purchase the property currently being leased for water wells #6 & 8. Staff will be installing Do Not Cross signs on the new railings at Briggs Dam. Myrkle will be out of the office on vacation next week.

Manager Comments

DPS Director Brandys reports that Cripps Fontaine will be starting resurfacing work on Elm, Willard and Cedar Streets this week.

**Staff Comments
Brandys**

Chief Rottman reports that there were no police issues during Paw Paw Days. The PD recently completed IT upgrades. Tapper Ford will be hosting Public Safety Professional Night on August 11th.

Rottman

Adjournment

Motion by McQueen with support by Richardson to adjourn the meeting. All members present voting yes, motion carried. Meeting adjourned at 8:22pm.

Respectfully submitted:

Karla Tacy
Village Clerk

Roman Plaszczak
Village President

Red Arrow Convoy

VAN BUREN COUNTY ROAD COMMISSION
325 W. JAMES STREET, P.O. BOX 156
LAWRENCE, MICHIGAN 49064
Telephone: (269) 674-8011 Fax: (269) 674-3770 Email: vbrcr@vbrcr.org

Permit Fee: FREE

PARADE, BANNER, OR SPECIAL EVENT APPLICATION

*Applicant: Emily Melton Contact Person (if different than Applicant) _____

Address : 10573 Old US Hwy-31, Berrien Springs, Michigan 49103

Phone: 269-815-2152 Fax: _____

E-Mail: redarrowconvoy@gmail.com **Signature: Emily Melton

***NOTE:** If this is a request for a permit to temporarily close a highway, or a portion of the highway, and/or a permit for banners, decorations, or similar objects to overhang the traveled way of a highway, the applicant must be an authorized official designated by resolution of the governing body of a city, incorporated village, or township per: MCL 247.323.

**By signing this Permit Application, Applicant acknowledges that he or she has read the attached Rules Pertaining to Parade, Banner or Special Event Permit Applications, understands the Rules, and intends to be bound by the same.

Red Arrow Convoy **APPLICATION** December 12, 2026

Applicant requests a Permit for the purpose indicated in the attached plans and specifications (if pertinent) and as described below at the following location:

CITY/ VILLAGE Multiple Villages/Cities AND/ OR TOWNSHIP Multiple Township

NAME OF ROAD Red Arrow Hwy. from Kzoo Co., through Van Buren Co., into Berrien Co.
from _____ (St/Ave) to _____ (St/Ave)

for a period beginning December 12th at 6PM AM/PM and ending _____ at 8PM AM/PM.

DESCRIPTION OF ACTIVITY TO BE CONDUCTED: _____

The Red Arrow Convoy will be hosting its annual lighted truck parade. This parade will enter Van Buren County from Kzoo County and continue through to the west side of Hartford and cross into Berrien County. This parade requests that the cross streets be shut down for transportation related safety of the participants as well as community members.

PERMIT

A PERMIT HAS BEEN GRANTED IN ACCORDANCE WITH THE ABOVE CONTINGENT UPON THE FOLLOWING CONDITIONS, IF ANY: _____

Permit Issued by: _____

OFFICE USE ONLY:

Date Permit Mailed: _____

Date Permit Faxed: _____

Date _____

By: _____

Permit No. _____

Bryan Myrkle

From: AJ Brucks <AJBrucks@vbcrc.org>
Sent: Monday, July 27, 2026 8:29 AM
To: creyna@antwerptownshipmi.gov; bosborne@antwerptownshipmi.gov; supervisor@lawrence-township.org; clerk@lawrence-township.org; Trustee1@lawrence-township.org; dptyclerk@lawrence-township.org; hartfordtownshipclerk@gmail.com; hartfordtwpsuper@outlook.com; Karla Tacy; Bryan Myrkle; manager@lawrencemi.org; Village of Lawrence Clerk; cityclerk@cityofhartfordmi.org; citymanager@cityofhartfordmi.org
Cc: Emily Melton
Subject: Red Arrow Convoy_Saturday, December 12, 2026
Attachments: 2026 Signed VBCRC Parade, Banner, or Special Event Application.pdf; Letter OR Resolution of the_Special Event Permit.docx

Importance: High

CAUTION: This email originated from outside the Village of Paw Paw. Maintain caution when opening external links/attachments

Good morning,

We have had an application submitted for this year's Red Arrow Convoy – Lighted Truck Parade for December 12, 2026. Attached is the application. Because the applicant Emily and her team are wanting to utilize Red Arrow Hwy and close side intersections during the parade (with the help from the Sheriff's Dept.), I would like to obtain a support letters or resolutions from each of the municipalities that the parade ventures through; Antwerp Township, Paw Paw Township, Village of Paw Paw, Lawrence Township, Village of Lawrence, Hartford Township and the City of Hartford as it leaves Kalamazoo County and enters Berrien County.

Below are some more details as well as the contact information from Emily. Please let us know if you have any questions and if you and your team can provide the Road Commission with a letter of support from the application, applicant, and event and/or a resolution, I would greatly appreciate it. I have attached an example letter/resolution for your convenience.

Again, if you have any questions, please let me know.

Letter from Emily Melton;

I hope you're all doing well!

As planning begins for the 2026 holiday season, I wanted to share the official date for this year's Red Arrow Convoy so our partner communities can begin planning accordingly.

The **2026 Red Arrow Convoy** will take place on **Saturday, December 12, 2026.**

One of our long-term goals is to establish the second Saturday in December as a consistent holiday tradition for the communities along the Red Arrow route. By keeping the event on the same date each year (the second Saturday in December), we hope communities can plan Christmas parades, tree lightings, holiday festivals, and other seasonal events around the same day. This allows our villages, cities, townships, and public safety agencies to better coordinate personnel and resources while creating a full day of holiday activities for residents to enjoy.

For planning purposes, below are our approximate arrival times through each community. Please note these are estimates and may vary slightly due to traffic, weather, or operational conditions.

Community	Approximate Arrival
Kalamazoo – Corporate Woods Dr. & W N Ave.	6:10 PM
Mattawan – Red Arrow Hwy. & CR 653	6:20 PM
Paw Paw – Michigan Ave. & M-40	6:40 PM
Lawrence – St. Joseph Ave. & N. Paw Paw St.	7:00 PM
Hartford – Red Arrow Hwy. & Center St.	7:20 PM
Watervliet – Red Arrow Hwy. & M-140	7:40 PM
Coloma – Red Arrow Hwy. & S. Church St.	8:00 PM

If your community is planning holiday events that day, we'd love to know about them. Feel free to send us your event information or flyers, and we'll gladly help share them through the Red Arrow Convoy's communication channels.

Thank you for your continued partnership and support. We appreciate everything your communities and departments do to help make the Red Arrow Convoy possible, and we look forward to another successful holiday season together.

Warm regards,

Emily Melton

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Red Arrow Convoy Coordinators

redarrowconvoy@gmail.com

Noah Melton, Convoy Host: 269-849-6330

Emily Melton, Convoy Director: 269-815-2152

Thank you,

AJ Brucks

Permit Officer - Weighmaster



Van Buren County Road Commission

325 West James St. | P.O. Box 156

Lawrence, MI 49064

t: 269-674-8011 x252

www.VBCRC.org

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Township Letterhead

Date

Permit Department
Van Buren Co. Road Commission
P.O. Box 156 | 325 W. James St.
Lawrence, MI 49064

Please be advised that the Township Board for _____ Township has reviewed and approved the application to hold the Special Event _____ (name of event) on _____, 20__ from _____ until _____.

We understand that this Special Event will occur on, along, or in the vicinity of the following road or roads, _____, and that the roads listed may be closed at the time of the event and/or may disrupt regular traffic at and around the event location.

The Township Board authorizes _____ to submit the Special Event Permit to the Van Buren County Road Commission for the approval of this Special Event.

Thank you,

Name: _____

Designation: _____

Signature: _____

Short Term Rentals

Village of Paw Paw MICHIGAN

Memorandum

To: Village Council
From: Bryan Myrkle, Village Manager
Re: Short Term Rental Ordinance discussion
Date: July 31, 2026

Background

An ordinance regulating Short Term Rentals has been on the 'tabled and expected to return to Council' list since last autumn. The Village had entertained the adoption of two different versions of a regulatory ordinance previously. The first was based on the ordinance in place in South Haven, and it was deemed too restrictive and too complicated by the Council. The second version was considered too minimal, as all it did was recognize STR's as a legal use in the Village, but without any regulation.

The Council then asked for an ordinance that mirror's the existing Village regulation on long-term rentals. This is a proposed ordinance from Village Planner Tricia Anderson that would accomplish that.

I am putting it on the agenda for review and discussion only. If a majority of the Council determines that this ordinance puts the Village on the right track for this issue, we can begin the process of adoption, which requires public notice and a hearing before the Planning Commission prior to a vote.

Recommendation

Discuss whether the proposed ordinance meets the needs of the Village and whether staff should begin the process of adoption.

**VILLAGE OF PAW PAW
VAN BUREN COUNTY, MICHIGAN**

(Ordinance No. _____)

ZONING ORDINANCE TEXT AMENDMENT

AN ORDINANCE TO AMEND THE VILLAGE OF PAW PAW ZONING ORDINANCE; TO AMEND CHAPTER 42, SECTION 42-3, DEFINITIONS, TO ADD A NEW DEFINITION FOR *SHORT-TERM RENTAL*; TO AMEND CHAPTER 42, ARTICLE IV, SUPPLEMENTAL REGULATIONS TO PERMIT SHORT-TERM RENTALS AS A USE PERMITTED BY RIGHT IN ALL DISTRICTS WHERE RESIDENTIAL USES ARE PERMITTED.

THE VILLAGE OF PAW PAW, VAN BUREN COUNTY, MICHIGAN, HEREBY ORDAINS:

Section 1. Amendment of Section 42-3, Definitions.

Section 42-3 of the Village of Paw Paw Zoning Ordinance is amended to include the following definition:

SHORT-TERM RENTAL: The rental or subletting of a residential dwelling unit for compensation for not more than 29 consecutive nights. Long-term rentals as regulated in Article VI, Business/Rental Property Registration shall not constitute a short-term rental. Transitional homes as defined herein, group homes, nursing homes, and adult foster care homes, substance-abuse rehabilitation clinics, mental health facilities, and other similar health-care-related residential facilities shall not be considered Short-Term Rentals.

Section 2. Amendment of Chapter 42, Article IV, Supplemental Regulations.

Article IV, Supplemental Regulations of the Village of Paw Paw Zoning Ordinance is amended to to add Section 42-373, Short-Term Rentals, and shall read as follows:

Sec. 42-373. Short-Term Rentals. A short-term rental unit, as defined in Section 42-3 of this Ordinance, is permitted in all zoning districts where residential use of property is permitted by right or has been approved for special land use, and shall be subject to the following provisions:

1. Short-term rental units shall be subject to the requirements of Article VI, Business/Rental Property Registration, in the Village of Paw Paw General Code of Ordinances.
2. The short-term rental unit shall meet all applicable building, health, fire and related safety codes at all times.

3. All parking associated with the use of a short-term rental shall comply with Section 42-404, Off-Street Parking and Loading.
4. All short-term rentals shall comply with Section 42-405, General Lighting, Screening Requirements, Fences and Sidewalk Requirements.
5. The use of outdoor yard areas, open decks, pools and the like shall not result in the production of excessive off-site noise, odor or other external disturbances. Any such violation shall be enforced as a nuisance under Section 20-91, Disturbing the Peace, of the Village of Paw Paw Code of Ordinances.

Section 3. Recommendation by the Planning Commission.

The Village of Paw Paw Planning Commission held a public hearing on _____ and, upon a motion made by Commissioner _____, with support offered by Commissioner _____, the Planning Commission voted [unanimously] to recommend approval of the above-referenced zoning ordinance amendments by the Paw Paw Village Council.

Section 4. Effective Date.

This Ordinance was adopted by the Village Council on _____, 2025, and it shall take effect on the 8th day after publication of a notice of adoption in the _____, a newspaper of general circulation in the Village, pursuant to the provisions of Act 110 of 2006, as amended.

Roman Plaszczyk,
Village President

Karla Tacy,
Village Clerk

I-94 Bridge Aesthetics

Village of Paw Paw MICHIGAN

Memorandum

To: Village Council
From: Bryan Myrkle, Village Manager
Re: I-94 Bridge Aesthetics
Date: July 31, 2026

Background

The Michigan Department of Transportation is planning to replace the M-40 bridge over I-94 in 2028. They have provided several examples of bridge and roundabout aesthetics for the Village to consider. The options are not unlimited, but there are choices that could be made regarding concrete texture, color and roundabout landscaping. There are also cost considerations, as some choices would not affect the cost very much, but some of the others would, and the cost for these special elements would be the responsibility of the Village.

I will pass out some images that MDOT shared as good examples to begin the discussion at your meeting.

I will also provide an overall update on the project elements as currently planned.

Recommendation

Begin discussion regarding aesthetic treatment possibilities for a new bridge over I-94.