



Village of Paw Paw

Village Council Regular Meeting

Monday, February 9, 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 Plaszczak; President Pro-Tem Douglas Craddock; Trustees Holly Hamilton, Nicolas Martinez, David McQueen, Steve Richardson, and Donne Rohr.
- IV. Approval of Agenda**
- V. Approval of Minutes**
 - Regular meeting of January 26, 2025
- VI. Authorization to Pay Claims.** February 9, 2026 (McQueen, Martinez); February 23, 2026 (Rohr, Craddock)
- VII. Audience Participation (Limited to 3 minutes per speaker)**
- VIII. Council Member Comments**
- IX. Public Hearings:**
 - FY 2026-27 Budget
 - Parks & Recreation Ordinance Amendment
- X. Action Items**
 - Approve recommendation from Planning Commission – Culver's Restaurant site plan
 - Authorize Military Suicide Awareness Walk-A-Thon
 - Parks & Recreation Ordinance amendment
 - Mobile Food Vendor fee adjustment
 - MML Liability & Property Insurance renewal
- XI. Workshop Items:** None

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): Feb. 23 (special) - **4:30 PM**
- Downtown Development Authority (Plaszczak): Feb. 16 - **5:30 PM**
- Economic and Residential Opportunity (Plaszczak): *TBD*
- Farmers Market (Martinez): Feb. 20 - **5 PM**
- Fire District Board (Craddock): March. 3 - **7 PM**
- Historical Commission (Plaszczak): Feb. 18 - **4 PM**
- Housing Commission (Rohr): Feb. 18 - **3 PM**
- Maple Lake Preservation & Improvement (Plaszczak): Feb. 17 - **4 p.m.**
- Planning Commission (Martinez): March 5 - **7 PM**
- Wine & Harvest Board (Craddock): March 4 - **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 is not 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, January 26, 2026**

The Regular Village Council meeting of Monday, January 26, 2026, convened at 7:00p.m. at the Paw Paw District Library, Community Room. President Plaszczak presiding.

Present: President Roman Plaszczak, Pro Tem Douglas Craddock, Trustees Steve Richardson (excused), Holly Hamilton, Nicolas Martinez, David McQueen and Donne Rohr. Also present: Village Manager Bryan Myrtle, Village Clerk Karla Tacy, Director of Public Services Tim Brandys (excused) and Police Chief Eric Rottman.

Motion by Rohr with support from Martinez to approve the agenda as presented with the removal of the setting of a public hearing for the Mobile Food Vendor Ordinance under Action Items. All members present voting yes, motion carried.

Motion by Martinez with support from Rohr to approve the regular meeting minutes of January 12, 2026. All members present voting yes, motion carried.

Motion by Rohr with support from Hamilton to approve claims for Monday, January 26, 2026, in the amount of \$903,189.84. All members present voting yes, motion carried.

Tammy Southworth and Tracy Derhammer introduced themselves as the Principal and Vice Principal of Paw Paw High School.

None.

Motion by Rohr with support from McQueen to enter into a public hearing regarding the proposed Revisions to the Floodplain Ordinance at 7:08 PM. Roll call vote; Martinez, Rohr, McQueen, Plaszczak, Craddock and Hamilton voting yes, motion carried.

No public comment was received.

Motion by Rohr with support from Martinez to close the public hearing at 7:11 pm. Roll call vote; Martinez, Rohr, McQueen, Plaszczak, Craddock and Hamilton voting yes, motion carried.

Motion by Hamilton with support from Craddock adopt the revised language updating the Village of Paw Paw's Floodplain Ordinance. Roll call vote; Hamilton, Craddock, Plaszczak, McQueen, Rohr and Martinez voting yes, motion carried.

Motion by Martinez with support from Hamilton adopt the Resolution establishing language for the Parks & Recreation Millage renewal and authorizing its inclusion on the May 2026 election ballot. Roll call vote; Hamilton, Craddock, Plaszczak, McQueen, Rohr and Martinez voting yes, motion carried.

Meeting Convened

Members Present

Approval of Agenda

Approval of Minutes

Approval of Claims

Audience Participation

**Council Member
Comments:**

**Public Hearing: Flood
Plain Ordinance Revision**

**Action Items:
Floodplain Ordinance
Revision**

**Parks Millage Renewal
Resolution**

**Minutes, Paw Paw Village Council
Regular Meeting, January 26, 2026**

Motion by Rohr with support from Craddock to set a public hearing for February 9th to receive public comment on proposed changes to the Parks & Recreation Board Ordinance. All members present voting yes, motion carried.

**Set Parks & Rec
Ordinance Public
Hearing**

Motion by Rohr with support from Craddock to set a public hearing for February 9th to receive public comment on the 2026-2027 Fiscal Year Budget. All members present voting yes, motion carried.

**Set 2026-27 Budget
Public Hearing**

Motion by Martinez with support from Hamilton to approve pay request No. 5 from Riverworks Construction, Inc in the amount of \$195,085.70. All members present voting yes, motion carried.

**Maple Island Bridge Pay
Request #5**

Motion by McQueen with support from Craddock to authorize the purchase of Energy by MPPA on behalf of the Village of Paw Paw as stated in the Power Purchase Commitment Agreement, for an amount not to exceed \$3,429,829.20. Roll call vote; Martinez, Rohr, McQueen, Plaszczak, Craddock and Hamilton voting yes, motion carried.

**Stability Hedge Plan
Purchase Agreement**

Motion by Martinez with support from McQueen to authorize the execution of the Power Purchase Commitment in the form of Renewable Energy Credits with MPPA. Roll call vote; Hamilton, McQueen, Rohr and Martinez voting yes, Craddock and Plaszczak voting no, motion carried.

**Renewable Energy
Credits Power Purchase
Agreement**

Motion by Martinez with support from Craddock to authorize amendments to the professional services agreement with SafeBuilt to include residential rental inspections. All members present voting yes, motion carried.

**SafeBuilt Rental
Inspection Agreement**

Motion by McQueen with support from Martinez to authorize execution of Host Agency Agreement with the AARP Foundation. All members present voting yes, motion carried.

**AARP Foundation
Administrative Assistant
Agreement**

None.

**Committee Meetings
Parks and Rec**

The DDA Board awarded a \$5,000 facade grant to Warner Vineyards.

DDA

None.

**Economic & Residential
Opportunity**

The Farmers Market will be relocating to Courtyard Park.

Farmers Market

None.

Fire Board

None.

Historical Commission

The Housing Commission's annual caroling and pizza party went well.

Housing Commission

**Minutes, Paw Paw Village Council
Regular Meeting, January 26, 2026**

None.

**Maple Lake
Preservation**

None.

Planning Commission

None.

Wine & Harvest

President Plaszczak announced that their will be a recognition ceremony March 10 at St. Julian's for Board, Commission and former Council members.

**Council Member
Comments
Plaszczak**

Trustee Craddock discussed Director Brandys' memo regarding winter snow clearing.

Craddock

Manager Myrtle announced that the results from the latest Fishbeck testing at DPS were worse. The Old Lane Rd condo build has been stopped by EGLE.

Manager Comments

Police Chief Rottman reported the department has received increased calls due to the recent snowstorms.

**Staff Comments
Rottman**

Motion by Craddock with support by Martinez to adjourn the meeting. All members present voting yes, motion carried. Meeting adjourned at 8:55pm.

Adjournment

Respectfully submitted:

Karla Tacy
Village Clerk

Roman Plaszczak
Village President

FY 2026-2027 Budget

Village of Paw Paw MICHIGAN

Memorandum

To: Village Council
From: Bryan Myrtle, Village Manager
Re: Manager's Budget Letter for FY26-27
Date: February 6, 2026

Fiscal Year 2026-2027 Budget Message

As required by law, I am hereby transmitting to you the proposed budget for the fiscal year beginning March 1, 2026.

It has been my pleasure to work with our staff to prepare this budget. I would like to offer my thanks to Village Clerk Karla Tacy, Police Chief Eric Rottman, and Department of Public Services Director Tim Brandys for their help and sincere effort to ensure we can present a responsible and balanced budget. Our goals are to keep the Village moving in a positive direction, both as a community and as an organization.

As I have previously told the Village Council, the Village is in a period of stable to stagnant revenue growth even as the costs of doing business as a local government continue to increase. The Village of Paw Paw's history of responsible financial decision-making makes it possible for us to manage this unfortunate dynamic.

General Fund

The most challenging aspect of preparing this budget has been balancing the General Fund. Other funds within the Village either have more dedicated sources of outside revenue, or the Village has the ability to adjust rates or fees in support of these operations.

A significant majority of General Fund expenses come from **Police** operations – \$1.7 million of the \$2.4 million total. The Village of Paw Paw is a service organization, and it must maintain a reasonable number of police employees and equip them appropriately to provide this core service.

Feelings of safety and security among our residents can be the difference between considering Paw Paw just a place to stay, or a place where they can live and raise a family.

The Village of Paw Paw already has a **3-mill Police levy** in place, which helps supplement department operations. This can be increased to offset the growing expenses of police operations, but I am not proposing an increase at this time. If and when that need arises, a series of small and steady increases would be preferable to waiting until the situation is more dire and implementing a larger increase.

There are new pressures on the General Fund this year that could have resulted in significant deficits. One of these is a sizable increase in the number of employees taking our **health insurance** – either due to them reaching an age where they cannot remain on their parent's insurance, or life changes such as getting married and starting a family, or a spouse making an employment change. Another is a reduction in the amount of **outside PILOT revenue** that needs to be handled differently moving forward. There are also financial obligations that stem from labor contracts, and the general effect of inflation on all aspects of Village business.

To remedy these potential deficits, I am proposing important changes to the way the Village approaches spending, by moving certain expenses that we have more discretion over to other funds within the budget; and being more methodical about the way the Village supplements the General Fund with enterprise fund revenue. As you know, we have spent time this year learning from other communities who have been generous with their knowledge and experience. Most of the issues that Paw Paw faces are not unique, and the Village can benefit from the experiences other communities have had.

A key difference between this proposed General Fund budget and those in the past is that I propose implementing a **6% administrative payment** from our Electrical Fund, Water Fund and Sewer Fund to the General fund. It can be incorporated in this budget for approval but will need to be formalized with a Village Council Resolution at a future meeting.

While the Village has made these kinds of administrative transfers in the past, there does not appear to have been much 'rhyme nor reason' behind them. By taking a more systematic approach, the Village can relieve financial pressures on the General Fund while ensuring other funds within the Village are not unnecessarily depleted. By making these changes, the Village can **eliminate deficits** from the General Fund and likely avoid them in the near future if costs remain relatively routine and predictable.

As I said last year at this time, a balanced General Fund budget that maintains services, paired with a strong fund balance illustrates the Village's **fiscal health**, however a focus on steady maintenance is not sufficient. That emphasis must be coupled with investments in infrastructure and programming that reduce future costs and strengthens the Village's tax base. The Village's delivery of core services must be viewed as a floor for operations, not a ceiling. Core services are what allow us to function as a Village, but what we accomplish beyond that will distinguish us as a community.

I continue to view the Village budget through **three different lenses**. The first is traditional municipal services and what we can do to sustain them affordably. The second focuses on our public infrastructure investments that address functional operation and routine deterioration due to age. The third lens is turned toward community and economic development initiatives that support private sector investment.

The Village will continue to make the best use of the funding it receives from customers and tax payers, and will continue to seek grants and other outside funding opportunities to assist it in achieving these goals while reducing financial strain.

Natural Resources & the Environment

The Fiscal Year now ending saw the Natural Resources & Environment Fund used to account for dollars associated with two major Village projects – the replacement of the **Maple Island pedestrian bridge** and the reconstruction of the **Briggs Dam spillway**. These are two of the largest projects in the Village's recent history. I am happy to report that while each project encountered unexpected challenges, the challenges were managed and overcome. The bridge project is now substantially complete and will be easily finalized in the spring. The dam project is ongoing. Contractors made slow progress in January, but I anticipate an early spring completion. This means there will be some carryover grant revenue and expense from last fiscal year into this coming fiscal year to complete and close out these projects.

Moving forward, I anticipate the Village will continue to allocate money to this fund for projects in and around Maple Lake. I expect the Village will likely seek grant funds this year to support a **boardwalk improvement project** at Amphitheater Park. Due to uncertainty as to which grants and what funds might be available those would be added as an amendment to the budget at a later date.

Once we have completed the Briggs Dam project, the Village will need to turn its attention to the **hydro dam** at the north end of Maple Lake. This dam needs continued maintenance and safety

upgrades and there will be costs associated with that. A small amount of that is included in this year's budget, but the Village should expect to begin making larger investments at this site very soon.

Electric Utility

The Village Electric Utility is one of the most complex aspects of Village operations. I have spent the better part of my 2 years employment here learning about electrical utilities in general, and Paw Paw's in particular. This is also true of several of our staff members. We have come a long way in those two years in terms of our relative expertise and understanding, but there is still a long way to go.

As we have learned from other municipal power providers, a local electrical utility can and should be of significant benefit to both our local customers and to our organization. If managed correctly, a local electrical utility can provide power more **reliably and affordably** than large investor-owned utilities, and it can also be a source of **supplemental revenue** to the Village.

As Village Council members know, the Village partners with the **Midwest Electric Cooperative** for operations and maintenance of our utility. While this contractual arrangement has been manageable, it is not ideal. Paw Paw is the only member of the Michigan Public Power Association who approaches utility management in this way. While the relationship with MEC has been professional and beneficial, it **may not be sustainable**. The Village is about half-way through a 10 year contract with MEC, and we know from our conversations with them that a renewal of this contract after 10 years will likely be significantly more expensive. They have estimated the increase could be as much as 40% upon renewal. The proposed budget for this coming year includes nearly \$2 million in services from MEC, and a 40% increase would therefore approach \$3 million in services. Those costs would, of course, be borne by our ratepayers. Before considering a renewal of this contract, the Village needs to begin seriously considering alternatives.

If approved, this year's electrical fund budget will be used to make a number of important improvements to the system.

There is \$759,000 allocated to the purchase and installation of Tantalus 'smart meters.' This system will collect usage information for not just electrical, but also water and sewer. These new meters will help tighten our electric metering, where the Village is losing a significant amount of usage data. That is, customers are using electric that is not being accurately captured and billed for. This system should cut that loss by at least half. Furthermore, it will eliminate a great deal of the labor involved with monthly turn-offs. Now, instead of having to send a team into the field to

physically turn off a water valve, the electric service can be suspended remotely. This will also improve employee safety by reducing the potential for conflict.

There is \$286,000 allocated to make **upgrades** along M-40 from Ampey Road north to Berrien Street. This project would increase circuit capacity (currently operating at 83% of full load) and replace aging power poles. \$251,000 is allocated to make further improvements from 36 ½ Street to M-40, doubling that circuit's capacity and improve switching to allow loads to shift from one circuit to another during periods of high usage. \$191,000 is allocated for **tree trimming** and vegetation management. \$116,000 for continued pole replacements as needed throughout the Village. \$200,000 to relocate certain electrical lines that serve the **downtown** area from overhead to underground, together with the removal of transformer banks. This work will take place in the vicinity of Courtyard Park but will improve reliability and delivery for all of downtown. \$180,000 allocated to the replacement of dangerous and outdated transcloseres that still exist within our system. These are dangerous for workers to service and also contain hazardous materials that can leak as the units age.

Water & Sewer Utilities

A significant waste water project planned for 2026 is the replacement of the main pump at **Lift Station #1**. As staff has mentioned previously, Lift Station #1 is one of the most critical infrastructure components in the Village. All the sewage treated by the Village passes through this lift station. The primary pump is aging and needs replacement. The Village cannot wait until this pump fails to act, as the costs associated with a failure would be enormous.

Village Council will see a greater allocation for wages and salaries in this department for 2026. The Village anticipates retirements within this department and intends to move new staff into the lab and wastewater areas to begin training for eventual succession. For a period of time, a new staff member will be working alongside existing staff in preparation for transition.

It is also time to consider a new rate analysis to ensure that utility fees keep up with costs. This was last done approximately 3 years ago and needs to be renewed. The Village also needs to consider adjustments to connection fees, as the current charges do not cover the costs associated with water and sewer connections. The Village can work with the Michigan Rural Water Association to address these issues.

2025 Street Program

The primary road project for 2026 will be the reconstruction of **Elm St.** This is divided into two separate projects that together will total approximately \$1.2 million. Some of the funds for this project are 'carry over' funds from the current fiscal year, as the reconstruction was delayed due to permitting issues with the water and sewer portions of the project.

A somewhat small project planned is to '**heal and seal**' three bridges in the Village. This is intended to prolong their lifespan by ensure that road salt and other contaminants cannot leak through the bridge decks and affect the structure itself. The bridges include Michigan Avenue, South LaGrave and Power Plant Road and the cost is \$180,000.

In coming years, the Village will be working to implement the plan detailed earlier this year to focus on projects that are supplemented with available grant funds.

Downtown Development Authority

2026 will be a year of transition for the Village Downtown Development Authority, with the planned retirement of long-time Chairperson Mary Lou Hartwell. Her leadership has helped the DDA reach its goals for many years. The DDA District covers a large portion of the Village and therefore its impact is similarly widespread. Its budget this year includes continued expenses related to downtown beautification, including landscape maintenance and flower care, as well as making façade improvement grants to building owners. There is also a planned mural project and funding support for additional policing activities.

Parks & Recreation

The most significant budget item related to parks and recreation in the Village is the proposed renewal of the parks supporting millage. This will go to voters in the May election. The Village is seeking to renew the 1.5 mills that brings in approximately \$150,000 to help maintain and operate Village parks. If this millage is not renewed, the loss would have a corresponding impact on the Village budget in other areas.

Motor Pool

The Village Council has already authorized the purchase of one new **patrol car** for the Police Department, the cost of which will be coming out of this year's Motor Pool Budget. The Department of Public Services also has vehicle needs and is hoping to find a high-quality used snow plow/dump truck to purchase. We are allocating up to \$90,000 for this truck but hope to find one cheaper if possible.

Conclusion

Along with Village Staff, I am happy to present a budget that maintains a balanced General Fund Budget and makes responsible use of other funds to complete projects that maintains local infrastructure and supports a high quality of life. While some of these projects dip into fund balances, the balances remain strong and were established in the first place in order to undertake important projects.

As ever, we can identify many needs within the Village and it is unlikely that we will be able to afford to tackle all of them. I will work with the Village Council and staff over the coming months to identify areas that need to be addressed, and to prioritize those projects for coming years. I anticipate relying heavily on grant funds to tackle future projects. The Village has a strong history of successfully securing grants and I want that to continue under the current leadership.

We respectfully submit this budget proposal for your consideration.

Planning Commission Recommendation

Culver's Restaurant Site Plan

MEMORANDUM

To: Village of Paw Paw Planning Commission
Date: January 26, 2026
From: Tricia Anderson, AICP
RE: Site Plan Review/Special Land Use Permit – Culver's

Introduction. Mike Brann, on behalf of KBA Restaurant Group, has submitted an application for site plan review and special use review for a proposed Culver's drive-through restaurant on the unaddressed vacant parcel on County Road 665 with PPN 80-47-600-004-60. The purpose of this memorandum is to provide our analysis of the request pursuant to the requirements of the Village of Paw Paw Zoning Ordinance.



Figure 1- General Location

Background. The subject site

shown in Figure 1 is an irregular shaped parcel consisting of 3.51 acres. It is located within the B-2, General Commercial zoning district, where a drive-through restaurant is a permitted use, subject to special land use approval. The property is accessible from the northern side of CR 665. Surrounding land uses include a gas station to the east and the on and off ramps for I-94 to the north, a self-storage facility and Tractor Supply Co. to the south and the Paw Paw Lion's Club to the west.

Request. The applicant is requesting site plan and special land use approval for the following improvements to the site for the purposes of a Culver's drive-through restaurant:

- A 4,800 square foot building which will have space for 104 occupants
- 68 parking spaces, including 3 barrier free spaces
- A drive-through facility with menu boards, space for 13 vehicles within a stacking queue, and 17 spaces for pull-ahead waiting
- An outdoor patio for seasonal outdoor seating
- Two curb-cuts onto CR-6654

- A dumpster with masonry enclosure
- Exterior lighting
- Landscaping

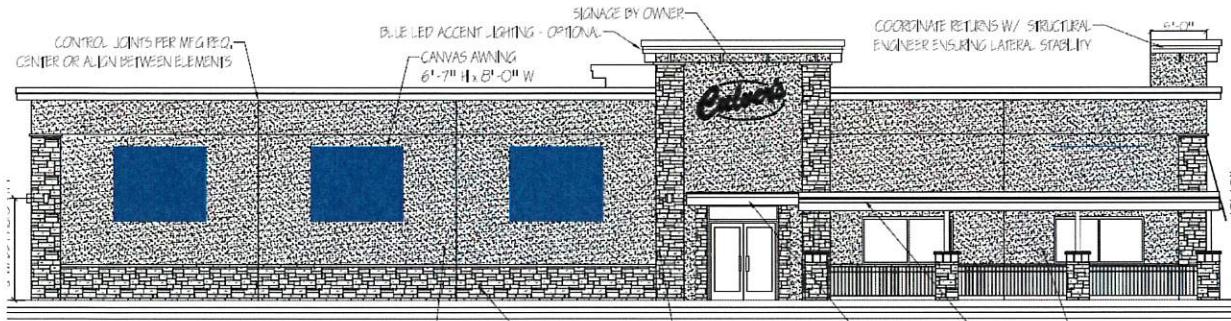


Figure 2 – Façade Elevation Drawing of Proposed Culver's Restaurant

Procedures. The Planning Commission is tasked with providing an approval, with or without conditions, denial, or tabling of the request if it is determined that additional information is needed to make a decision. The Planning Commission is the final reviewing authority on special land use requests, thus a recommendation to the Village Council is not necessary.

Site Plan Review Requirements and Standards. Section 42-402 outlines the required site plan elements required to be shown on the plan. We have determined that the site plan is complete enough for our review and the Planning Commission's consideration. Table 1 provides the required site plan elements, as well as requirements from other ordinance sections relevant to additional requirement. Our review comments are shown in Table 1, with areas highlighted in pink that will require additional attention.

Table 1 – Site Plan Review Requirements

Section 42-402 - Site Plan Review	Met	Not Met	Comments
A scale of not less than one-inch equals 40 feet, if the subject property is less than three acres, and one-inch equals 100 feet if it is three acres or more.		x	Scale : 1" = 20' This can be waived by the Planning Commission
Date, north point and scale.	x		
The dimensions of all lot and property lines, showing the relationship of the subject property to abutting properties.	x		
The siting of all structures, including outside mechanical equipment, on the subject property and abutting properties.	x		

The location of each proposed structure in the development area, the use to be contained therein, the number of stories, gross building areas, distances between structures and lot lines, setback lines, and approximate	X		
The location of all existing and proposed drives and parking areas with the number of parking and/or loading spaces provided.		Partial	Parking spaces shown and calculations provided (including stacking spaces), however, <i>no loading spaces are provided.</i>
Location, height, and material of all walls, fences and screen plantings, including a general plan for the landscaping and/or screening of the development and the method by which the landscaping and/or screening is to be accomplished and maintained.	X		Dumpster enclosure provided with a masonry screening as well as vegetative screening on one side. Irrigation will be provided.
The location and right-of-way widths of all abutting streets.	X		CR 665 is shown with 100' right of way width
Types of surfacing, such as paving, turfing or gravel to be used at the various locations.	X		Pavement cross sections provided.
A stormwater disposal plan, including a grading plan, with topographic elevations of the site and surrounding area, showing the proposed method of stormwater disposal, and providing design criteria and calculations in accordance with criteria identified in subsection 42-402(3)q.		X	Stormwater calculations were not provided; however, a stormwater disposal and grading plan has been provided. To be reviewed by the VBCDC.
Size and location of proposed sewer and water lines and connections.	X		Utility plan provided including location of lines, connections, and pipe sizing. The fire department has noted that a fire hydrant should be added to the plan.
The number of proposed units (for multiple-family developments).			Not applicable
Significant environmental features such as wetlands, shoreline, streams, woodlots, existing trees and vegetation.			Not applicable. The site is vacant and does not contain any significant forms of vegetation.
Information as may be required by the planning commission and village council to assist in the consideration of the proposed development.		TBD	

The location, type and intensity of proposed exterior lighting.	Partial	Photometric plan provided which indicates the location, type, and intensity of proposed lighting, however, Table 2 indicates there is some negligible light trespass onto the parcel to the east.
Storm drainage controls must be provided to maintain groundwater discharge, prevent flooding and minimize the potential for pollutants to enter waterways. For the first flush calculation, if on site retention (detention or infiltration) is proposed, stormwater (capacity) retention is required in the amount of 1,815 cubic feet per impervious acre which is equivalent to 0.5 inch of runoff per impervious acre. A minimum volume of 550 cubic feet shall be retained for sites less than 0.3 acres of impervious surface. For stormwater which is to be directed off site, detention must be provided with a 25-year storm event, volume to be released at 0.15 cubic feet per second per contributing catchment acre.		TBD by Van Buren County Drain Commission.

Table 2 – Other Zoning Requirements

Ordinance Section	Met	Not Met	Comments
Section 42-406(d)(9) - Dumpster and dumpster screening	x		Dumpster not in ideal location, however, no zoning ordinance sections prohibit it.
Section 42-224 – Development Requirements.			
Area, height, bulk and placement requirements as provided in Section 42-401 (Schedule of District Regulations) of the zoning ordinance.	x		Setbacks are not required unless the subject property abuts a residential zone. The applicable dimensional requirements (height and number of stories) are met.

Section 32-52(c) Responsibility for Installation of new sidewalk			
(c) <i>Property owner responsibility.</i> New development, regardless of zoning district, shall include sidewalk installation along all street frontages; except as modified by the following paragraphs. Sidewalk inclusion shall be part of the site plan consideration for approval by the village planning commission and the village council. Further, property owners in commercial and industrial zoning districts which undertake rehabilitation, additions, alterations to property which trigger the need to have their prior approved site plan amended shall be responsible for the installation of sidewalk on their street frontages if they do not have sidewalk. Whether the improvements cited herein trigger a required amendment to a site plan or not as detailed in the village's Code of Ordinances chapter 42, article V, section 42-402(5) and section 42-402(8). Generally, site plans that may be amended by administrative approval under section 42-402(8) do not trigger the owner's responsibility to install sidewalk when undertaking some improvements described herein.		x	No sidewalks are shown on the plan.
Sec. 42-225. - Building design requirements in the B-2 zoning district			
<p>(a) A visual or physical break in the exterior face of the wall (for depth and/or dimension) shall be provided every 20 feet in length of the building wall. Elevation drawings shall be provided to demonstrate compliance.</p> <p>Exception: For buildings over 30,000 square feet in area with walls over 100 feet in length, a visual or physical break in the exterior face of the wall (for depth and/or dimension) shall be provided every 60 feet in length of the building wall. Elevation drawings shall be provided to demonstrate compliance.</p>			
	x		The exterior walls provide varied façade materials such as canvas awnings, windows, veneered stone, and exterior insulated finish system (EIFS).
(b) At least 30 percent of the façade (front) of the first story shall be windows.		Partial	<p>Exception: For buildings over 30,000 square feet in area with walls over 100 feet in length, the façade must instead contain a prominent entry incorporating glass, changes in materials and/or colors, and changes in roofline. Elevation drawings shall be provided to demonstrate compliance.</p>
			Elevation drawings have been submitted; however, a calculation of the window coverage has not been provided.
(c) The planning commission may authorize a deviation from the standards set forth in subsections (a) and (b) above where it is determined that the alternate design(s) meets the purpose and intent of said subsections.			The Planning Commission may determine whether the proposed façade design meets the purpose and intent of these subsections.
(d) In the case of a corner lot, the building shall face the primary commercial street abutting the lot and/or be oriented on the site similar to adjacent buildings.			Not applicable, as the site is not deemed a corner lot.

Sec. 42-405(a) - General lighting, screening requirements, fences and sidewalk requirements.		
All private lights used for the illumination of dwellings or business establishments or for the illumination of business buildings or areas surrounding them, or the illumination or display of merchandise or products of business establishments shall be completely shielded from the view of vehicular traffic using the roads abutting such business property. Lighting which is designed to illuminate the premises shall be installed in a manner which will not cast direct illumination on adjacent properties, or cause a nuisance to adjacent or nearby properties.	Partial	Some light trespass is shown on the adjacent parcel to the east and a negligible amount on the north/west property

Site Plan Review Standards. Section 42-402(4) lists the criteria to be met for site plan approval. This section also gives the Planning Commission authority to determine if one or more of the criteria are inapplicable. The criteria are below, along with our remarks.

- a. *The vehicular transportation system shall provide for circulation throughout the site and for efficient ingress and egress to all parts of the site by fire and safety equipment.*

Remarks: Vehicle circulation with a drive-through use is an important component to consider as it relates to vehicle stacking, drive-through conflicts with parking and drive aisles, stacked vehicle conflicts with ingress or egress, fire access to the building, and ways to escape the drive-through lane in the event of an emergency. The site plan depicts a traffic circulation plan that provides adequate fire access and little to no conflicts as noted above.

The Planning Commission may find that this standard is met.

- b. *Pedestrian walkways shall be provided as deemed necessary by the planning commission for separating pedestrian and vehicular traffic.*

Remarks: The site plan contains some on-site pedestrian pathways that connect parked vehicles to the building entrance, however, there are no markings on the drive aisle surface that would signal pedestrian crossing from the parking spaces on the south side of the site to the building entrance. We would recommend adding this as a condition of approval.

The Planning Commission may find that this standard *may be met* upon submitting a revised site plan containing pedestrian crossing markings on drive aisles between parking and building entrance.

- c. *Recreation and open space areas shall be provided in all multiple-family residential developments.*

Remarks: This standard is not applicable.

d. *The site plan shall comply with the district requirements for minimum floor space, height of building, lot size, yard space, density and all other requirements as set forth in this chapter, unless otherwise provided.*

Remarks: The proposed site plan meets the minimum area, setbacks, height and lot coverage requirements as noted in the Table 2 above.

The Planning Commission may find that this standard is met.

e. *The requirements for fencing, walks, and other protective barriers shall be complied with as provided in this [chapter] and as deemed appropriate by the planning commission.*

Remarks: The site plan does not depict any areas proposed to be fenced. On-site sidewalks and pedestrian pathways are addressed in Standard b above. As indicated in Table 2 above, Section 32-52(c) of the Code of Ordinances requires all new development, regardless of zoning district, to install sidewalk along frontages.

Sidewalk is not proposed on the site plan. The site contains approximately 600 feet of road frontage. It should be noted that the Sunoco station to the east, which was recently developed, did install sidewalks along approximately 400 feet of frontage. The Planning Commission does not appear to have the authority to waive this requirement as it is a regulatory ordinance.

The Planning Commission may find that this standard *may be met with additional revisions to provide sidewalks along CR-665.*

f. *The site plan shall provide for adequate storage and loading space for the use therein.*

Remarks: The site plan does not contain any loading spaces and indicates that deliveries will be made outside of regular business hours. The Planning Commission may wish to discuss this plan element with the applicant.

The Planning Commission may find that this standard *may be met upon providing a loading space in a revised site plan.*

g. *Security measures shall be provided as deemed necessary by the police chief for resident protection in all multiple-family residential developments.*

Remarks: This standard is not applicable.

h. *Fire protection measures shall be provided as deemed necessary by the fire chief in conformance with all applicable laws of the state for the protection of residents and/or occupants of the structures.*

Remarks: The fire department has reviewed the site plan and their comments are included as an attachment to this memorandum. It would appear that the fire department is requesting a fire hydrant to ensure adequate fire protection for the site.

The Planning Commission may find that this standard *may be met with revisions to the site plan to provide a fire hydrant.*

i. *The site plan shall comply with all requirements of the applicable zoning district, unless otherwise provided.*

Remarks: The minimum dimensional requirements appear to be met. The B-2, General Business District also has requirements for building design in Section 42-225 as noted in Table 1 above.

The Planning Commission may find that this standard is met.

Special Land Use Requirements. The B-2 district expressly names restaurants and other businesses with drive-through service as a special land use. Section 42-367(10) provides the standards which must all be met for the special land use permit to be granted. These standards are shown in Table 2, along with our remarks.

Table 3 – Special Land Use Standards

42-367(10) Restaurants and other businesses with drive through service. The following regulations shall apply to restaurants and other businesses with drive-through service. Restaurants without drive-through service shall not be subject to these requirements.	Met	Not Met	Comments
a. The main and accessory buildings shall be set back a minimum of 30 feet from any adjacent right-of-way line.	x		The building is set back 78 feet from the front property line/right of way line of CR 665.
b. The main and accessory buildings shall be set back a minimum of 60 feet from any adjacent residential property line.	x		No residential parcels abut the subject parcel
c. Driveway openings to the site shall be located at least 75 feet from any intersection as measured from the intersecting right-of-way lines to the edge of said driveway.	x		Over 200' between driveway and nearest intersection at Becky Blvd. and over 500' from intersection at Health Parkway.
d. Screening as required in article V of this chapter shall control where lot lines abut any residential district.	x		No abutting residential districts

Recommendation. It is recommended that the Planning Commission carefully consider comments made at the public hearing both from the public and the applicant, as well as comments from staff and those outlined in this report. Our recommendation would be for the Planning Commission to grant approval of the special land use permit for the Culver's drive-

through restaurant located at unaddressed vacant parcel on County Road 665 with PPN 80-47-600-004-60, in accordance with the plan set dated January 15, 2026 by Roosien & Associates subject to the following conditions and any others deemed necessary by the Planning Commission:

1. Prior to the issuance of any permits, the applicant shall have paid all application, permit, reimbursable escrow, and other fees related to the request.
2. The approved site plan shall comply with all applicable federal, state, and local requirements. Copies of all applicable permits shall be submitted from the appropriate approving authorities stating that the minimum requirements have been met.
3. The applicant shall address any and all requirements of the Director of Public Services and the Van Buren County Drain Commission as it relates to stormwater management.
4. The applicant shall provide a fire hydrant, in accordance with the requirements of the fire department, prior to the issuance of any building or zoning permits.
5. The applicant shall revise the site plan to add pavement markings to signal pedestrian crossing across drive aisle between parking on the south end of the site and the building entry.
6. The applicant shall submit additional information to satisfy requirements for stormwater management design, as required by the Van Buren County Drain Commission, prior to the issuance of a building permit.
7. The site plan shall be reviewed for compliance with any and all requirements for commercial driveway approaches onto a public street, as determined by DPS and the Van Buren County Road Commission, prior to commencing any work on site.
8. The applicant shall revise the site plan to provide one loading space, prior to the issuance of any zoning or building permits.
9. The applicant shall revise the site plan to provide sidewalks along the frontage of CR 665, prior to the issuance of any zoning or building permits.
10. The applicant shall install landscaping in accordance with the approved landscape plan. If the landscaping is not installed at the time building occupancy is requested, the applicant shall provide a performance bond to the Village in the amount of the cost of the landscaping, as verified in a quote from the landscaping contractor. Upon quality completion of the landscaping installation in a time-frame agreed upon by the applicant and the Village Manager, the applicant shall be reimbursed the amount of the performance bond.

As always, we are available for any questions.

Military Suicide Awareness

Walk-A-Thon



Western Michigan Chapter

1-28-2026

Dear City Manager Myrtle and Village Council Members,

American Gold Star Mothers, Inc. – Western Michigan Chapter (a 501(c)3 non-profit EIN: 92-1067877) is requesting permission to hold our Military Suicide Awareness Walk-A-Thon in the village of Paw Paw, Sunday, May 17, 2026 with the Walk being scheduled to begin at 1:00 p.m. with ceremonies at the beginning and end of the Walk and a silent auction. The Ceremonies and silent auction will occur in Maple City Veterans Memorial Park.

As many of you are aware we lose 22 Veterans and/or Active-Duty Service members every day to suicide. This is totally unacceptable. This Walk is being done to broaden awareness.

This year's fundraiser attached to the Walk-A-Thon is set to begin March 1, 2025 and end a few weeks after the Walk.

We cannot begin our fundraising without your approval for the Walk-A-Thon to take place in the village of Paw Paw on May 17, 2026. We have already worked with Police Chief Eric Rottman and have permission to use the same route that we used last year. This will allow us to walk the 2.2 miles without crossing any major intersections. We will not need police assistance the day of the Walk.

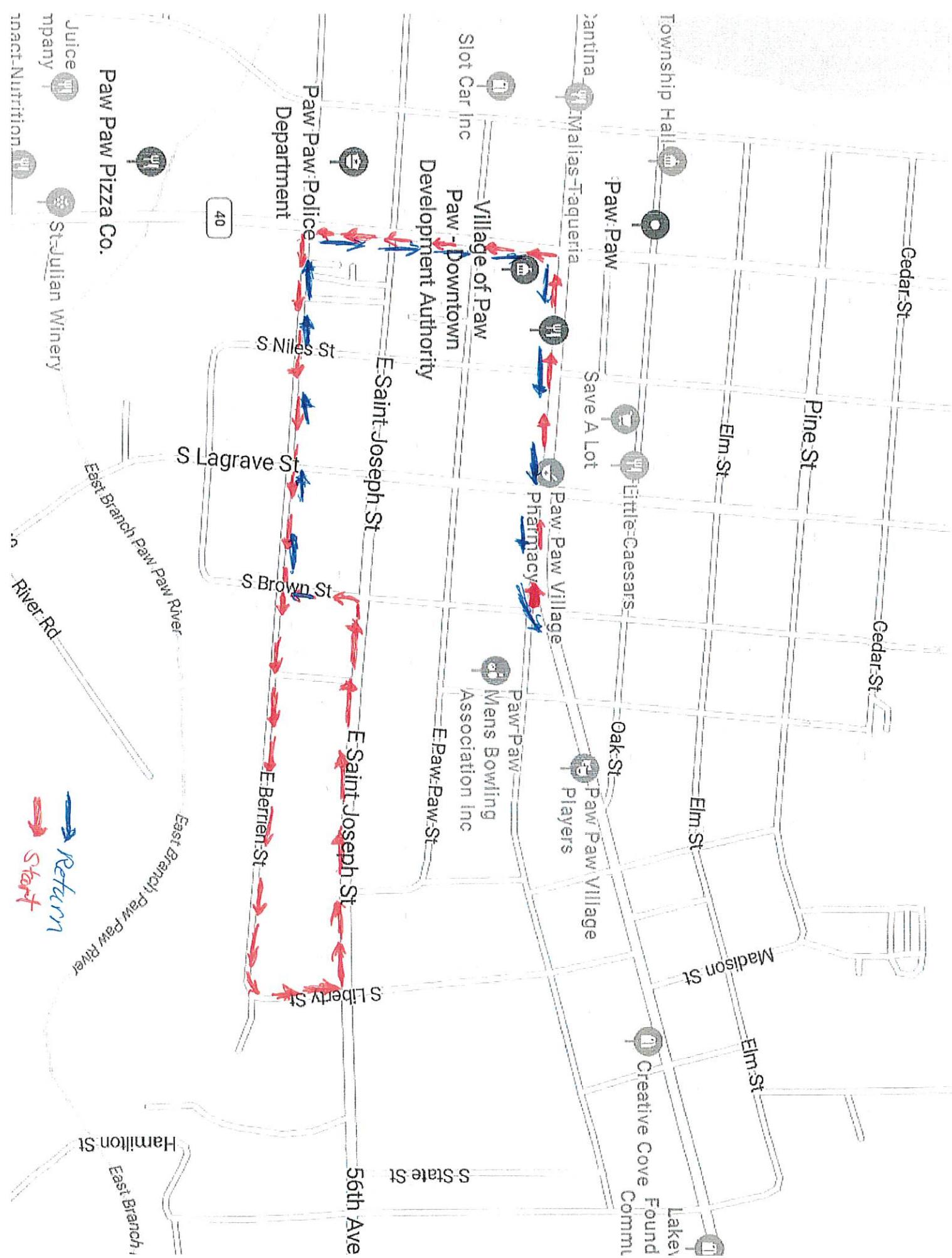
Will you please grant us permission to move forward on this endeavor?

Sincerely,

Laura De Roo, Pres.

AGSM Western Michigan Chapter

Mother of Sgt. Gabriel Glenn De Roo, KIA 20 Aug 2006 Mosul, Iraq



Parks & Recreation

Ordinance Amendment

Chapter 22 - PARKS AND RECREATION (Current Language)

- **ARTICLE II. - PARKS AND RECREATION BOARD**
- **Sec. 22-31. - Created.**

The village parks and recreation board is hereby created as a newly appointed body in accordance with the provisions of state law.

- **Sec. 22-32. - Membership.**

Pursuant to applicable state law, the parks and recreation board shall consist of nine members being residents of the village and shall consist of one member from the village council, the superintendent of public works, one member of the Paw Paw Township Board, one member of the Maple Lake Association, one member of the Lake Brownwood Association, one member of the Lake Cora Association, one member of the chamber of commerce, one member of the village planning commission, and the village public schools superintendent, or his designee.

- **Sec. 22-33. - Meeting time and place.**

The parks and recreation board shall meet on the second Wednesday of each month at 7:00 p.m. at the Paw Paw Township Hall. The meetings of the board shall be public meetings. Opportunities for comment from the general public shall be specifically provided at each meeting.

- **Sec. 22-34. - Annual meetings.**

The parks and recreation board shall hold an annual meeting during the second week of April each year. At the annual meeting the board shall from its appointed members pick a vice chairman, secretary and other officers as may be deemed necessary. The chairman shall always be the village superintendent of public works.

- **Sec. 22-35. - Officers.**

The chairman (or vice chairman, in absence of the chairman) shall preside at all meetings of the board. The chairman shall be considered a first among equals, having no superior authority or vote in actions taken by the board.

- **Sec. 22-36. - Quorum.**

A majority of the current members of the board shall constitute a quorum.

- **Sec. 22-37. - Voting procedures.**

A quorum being present, a simple majority of those voting shall be required for the adoption of a general motion.

- **Sec. 22-38. - Method of calling special meetings.**

(a)

If, during a regular meeting, it is determined that extra or special meetings are warranted, it shall be so moved, supported and must receive a majority of votes of the members present to schedule.

(b)

Special meetings of the board may be called by the secretary at the request of the chairman or any two members of the board upon 18 hours' notice to each member of the board designating the purpose of such meeting and served personally or left at his usual place of residence by the secretary or someone designated by him.

- **Sec. 22-39. - Board responsibilities.**

(a)

Each member of the board shall be responsible for the following:

(1)

Attendance at all regularly scheduled meetings of the board. Should a member be unable to attend this scheduled meeting, the member shall contact the chairman or village administrative staff before 12:00 p.m. on the day of the meeting. Should a member be absent from three consecutive meetings, the chairman will contact the member, ascertain the reason for said absences, and report the findings to the board. The board will take appropriate action to retain or replace the member.

(2)

Familiarity with the subject matter of the meeting, the actions taken at previous meetings and timely preparation and submission of assigned projects or research material.

(b)

Robert's Rules of Order shall govern the conduct of the meetings.

(c)

The parks and recreation board has the responsibility for planning and financing (budgeting and fund raising) of all community parks and recreation services, other than those provided by the school systems and private organizations in accordance with the 1991-2010 Community Recreation Plan by the village and Paw Paw Township. It will conduct its activities with the school system and work in concert with the village and the Township of Paw Paw Planning Commissions. The budget prepared by the board will be received and approved by the village council and the Paw Paw Township Board. The parks and recreation board may request necessary funds from these agencies.

Chapter 22 - PARKS AND RECREATION (Proposed Language)

- **ARTICLE II. - PARKS AND RECREATION BOARD**
- **Sec. 22-31. - Created.**

The village parks and recreation board is hereby created as a newly appointed body in accordance with the provisions of state law.

- **Sec. 22-32. - Membership.**

Pursuant to applicable state law, the parks and recreation board shall consist of nine members being residents of the village and shall consist of one member from the village council, the superintendent of public works, member of the Maple Lake Association, one member of the village planning commission, a designee of the Paw Paw Public Schools Superintendent and four at-large Village of Paw Paw residents.

- **Sec. 22-33. - Meeting time and place.**

The parks and recreation board shall meet on the first Monday of each month at 7:00 p.m. at the Paw Paw Village Hall. The meetings of the board shall be public meetings. Opportunities for comment from the general public shall be specifically provided at each meeting.

- **Sec. 22-34. - Annual meetings.**

The parks and recreation board shall hold an annual meeting during the second week of April each year. At the annual meeting the board shall from its appointed members pick a vice chairman, secretary and other officers as may be deemed necessary. The chairman shall always be the village superintendent of public works.

- **Sec. 22-35. - Officers.**

The chairman (or vice chairman, in absence of the chairman) shall preside at all meetings of the board. The chairman shall be considered a first among equals, having no superior authority or vote in actions taken by the board.

- **Sec. 22-36. - Quorum.**

A majority of the current members of the board shall constitute a quorum.

(c)

The parks and recreation board has the responsibility for planning and financing (budgeting and fund raising) of all community parks and recreation services provided and properties owned by the Village of Paw Paw. The budget prepared by the board will be received and approved by the village council.

Mobile Food Vendor fee adjustment

VILLAGE COUNCIL

RESOLUTION No. 26-03

TO ADJUST FEES FOR MOBILE FOOD VENDORS OPERATING IN THE VILLAGE

WHEREAS, the Village Council of the Village of Paw Paw wishes to make adjustments to fees charged to Mobile Food Vendors operating within the Village, and

WHEREAS, the Village Manager is recommending that fees be adjusted as follows:

- \$100 for an annual permit (to be charged to any Mobile Food Vendor seeking to operate more than one day in a year);
- \$25 for a one day permit;
- No fee for Vendors operating at the Village of Paw Paw Farmer's Market, at the invitation of the Farmer's Market Board.

THERFORE, BE IT RESOLVED that the Village of Paw Paw Village Council hereby establishes fees for Mobile Food Vendors as recommended by the Village Manager.

MML Liability & Property Pool renewal

Village of Paw Paw MICHIGAN

Memorandum

To: Village Council
From: Bryan Myrtle, Village Manager
Re: MML Liability & Property Insurance Policy Renewal
Date: February 6, 2026

Background

It is time for the annual renewal of the Village's liability & property insurance coverage from the Michigan Municipal League.

The renewal premium for 2026-27 is \$109,852. The Village will be receiving a dividend in the amount \$3,360. This reduces the net premium to \$106,494. The Village will receive this dividend approximately 45 days after the renewal is paid.

The Village of Paw Paw did have one property-related claim last year in the amount of \$7,600 for damage to a street-side guardrail from an accident by an unknown driver.

Recommendation

Renew coverage for 2026-27.



Liability & Property Pool Proposal for the **Village of Paw Paw**

Presented By:

James Newman, LUTCF
MML Liability & Property Pool
(517) 243-5865

February 6, 2026

Table of Contents

<u>EXECUTIVE OVERVIEW</u>	3
<u>OUR MISSION</u>	3
<u>INTRODUCTION</u>	4
<u>WHAT YOU CAN EXPECT OF US</u>	4
<u>YOUR POOL INSURES MORE THAN . . .</u>	4
<u>COST AND COVERAGE SUMMARY</u>	5
<u>YOUR TEAM OF EXPERTS</u>	8
<u>BENEFITS OF POOLING WITH THE MML</u>	9
<u>VILLAGE OF PAW PAW HAS . . .</u>	10
<u>INCREASED LIABILITY LIMITS</u>	10
<u>HIGHLIGHTS OF COVERAGES PROVIDED</u>	11
Who Is Insured?	11
General Liability	11
General Liability Exclusions . . .	11
Public Officials Liability Coverage	12
Public Officials Liability Exclusions	12
Personal Injury & Advertising / Broadcasters Liability Coverage	12
Police Professional Liability Coverage	12
Property Coverage	13
Property Exclusions	13
Comprehensive Crime Coverage	14
Automobile Coverage Highlights	14
What Is Covered?	14
Auto Coverages Provided	14
<u>POOL RISK MANAGEMENT SERVICES</u>	15
Member Education	15
Online Services	15
<u>MEMBERSHIP RESPONSIBILITIES</u>	16

This proposal is intended to be only a summary of coverages and services. For specific details on coverage terms and conditions, please refer to the Michigan Municipal League Liability and Property Pool coverage document.

Executive Overview

The Michigan Municipal League Liability and Property Pool has been a stable source of comprehensive municipal insurance and risk management services since 1982. It is financially secure and positioned for long-term stability.

The Pool staff is made up of municipal insurance experts. Municipal risk management is our only business, and we're proud of it!

The Pool provides insurance coverage designed specifically for Michigan municipal exposures, combined with a package of loss control programs, claims administration, legal defense and membership services that you won't find anywhere else in Michigan.

This quotation is based on the limits of coverage requested by the **Village of Paw Paw**. Higher limits may be available, subject to underwriting review by Pool Management. Please submit requests for higher limits in writing to your Account Executive. Your request will be considered by Pool Management.

The insurance and related services described more fully in this proposal are being offered to the **Village of Paw Paw** for an annual premium of **109,852**. (In addition, the MML Liability & Property Pool Board of Trustees voted to return another post-renewal dividend for Members renewing in 2026. The village's portion of the dividend return is estimated to be **\$3,360**. The village will receive this dividend in the month following payment of your 2026 renewal premium.)

We encourage you to compare the Pool with our competition. Compare us based on price, coverage, service, financial security, experience and commitment to municipal risk management. When you do, the advantages of Pool membership become clear.

Thank you for being a Pool member. We look forward to servicing your risk management program for many years to come.

Our Mission

To be a long-term, stable, cost-effective risk management alternative for members of the Michigan Municipal League Liability and Property Pool.

Introduction

What You Can Expect Of Us

- ✓ A commitment to learn, understand and respond to your insurance needs;
- ✓ Continuous planning and innovation in product development and service delivery;
- ✓ Products that meet your needs in terms of price, coverage and service;
- ✓ Prompt, accurate, and courteous response to your questions, problems and claims; and
- ✓ Knowledgeable and professional staff serving your needs consistently and with integrity.

Your Pool Insures More Than . . .

✓ 433 Public Entity Members	✓ 195 Water Utilities
✓ 139 Fire Departments	✓ 218 Sewer Utilities
✓ 170 Law Enforcement Agencies	✓ 24 Municipal Marinas
✓ 2,195 Police Officers	✓ \$5 Billion of Property Values
✓ 5,772 Miles of Streets/Roads	✓ 206 Water Service Operations
✓ 6,950 Vehicles	✓ 17 Dams
✓ 16 Electric Utilities	


michigan municipal league
 Liability & Property Pool
Coverage and Cost Summary
Village of Paw Paw

Effective 03-01-2026 to 03-01-2027

Coverages	Limit of Liability	Aggregate Limit	Per Occurrence Deductible
Municipal General Liability (Coverage A)	\$10,000,000	N/A	\$0
Sewer Back-Up Sublimit	\$100,000	\$100,000	\$0
Personal Injury Liability (Coverage B)	\$10,000,000	N/A	\$0
Medical Payments (Coverage C)	\$10,000	N/A	N/A
Public Officials Liability (Coverage D)	\$10,000,000	N/A	\$0
Law Enforcement Liability (Covrances A, B, and D)	\$10,000,000	N/A	\$0
Employee Benefit Liability	\$1,000,000	\$1,000,000	\$0
Fire Legal Liability	\$100,000	N/A	N/A
Cyber Liability & Data Breach Response	\$100,000	\$100,000	See Declaration
Dam Liability	No Coverage	N/A	N/A
Marina Operator Liability	No Coverage	N/A	N/A
Uninsured/Underinsured Motorists Coverage	\$100,000	N/A	\$0
Automobile Liability (Covrances A and B)	\$10,000,000	N/A	\$0
# Vehicles	Comp	Coll	
29	\$250	\$250	

Agreed Amount, if applicable 3 Vehicles for a total of \$204,000

Covrances A, B, and D are provided with a combined single limit of liability. The most the Pool will pay for any one occurrence is \$10,000,000 regardless of the number of covrances involved in the occurrence.

Property

Property - Blanket Basis	\$15,901,706	N/A	\$500
Boiler and Machinery	Included	N/A	\$500
Building(s)	Included	N/A	\$500
Contents	Included	N/A	\$500
Property in the Open	Included	N/A	\$500
Protection & Preservation	Included	N/A	N/A
Property - Actual Cash Value	N/A	N/A	N/A
Property - Limited Replacement Cost	N/A	N/A	N/A
Property - No Coverage	N/A	N/A	N/A
Property - Replacement Cost	See Schedule	N/A	\$0
Accounts Receivable	\$100,000	N/A	\$250
Boats	\$130,000	N/A	\$250
Charlie Maxwell MSHOF Inductee Plaque	\$6,000	N/A	\$250
Consequential Damage	\$100,000	N/A	N/A


michigan municipal league
 Liability & Property Pool
Coverage and Cost Summary
Village of Paw Paw

Effective: 03-01-2026 to 03-01-2027

Coverages	Limit of Liability	Aggregate Limit	Per Occurrence Deductible
Contractors Equipment	\$715,100	N/A	\$250
Debris Removal - the lesser of 25% of physical damage loss or	\$5,000,000	\$5,000,000	N/A
Demolition & Increased Costs of Construction Limit	\$100,000	N/A	N/A
Earth Movement	\$2,000,000	\$2,000,000	\$5,000
Electronic Data Processing Equip	\$80,000	N/A	\$250
Expediting Expense	\$100,000	N/A	N/A
Extra Expense	\$100,000	N/A	N/A
Fine Arts	\$100,000	N/A	\$250
Flood (Except for Members located in Flood Zone A, AO, AH, A1-A999, AE, or AR)	\$1,000,000	\$1,000,000	\$5,000
Fungal Pathogens	\$25,000	\$25,000	\$250
Loss of Income	\$100,000	N/A	N/A
Loss of Rents	\$100,000	N/A	N/A
Ornamental Trees, Shrubs, Plants or Lawn	\$10,000	\$10,000	\$250
Personal Effects & Property of Others	\$500	\$2,500	\$250
Police Equipment	\$72,828	N/A	\$250
Radio Equipment	\$45,900	N/A	\$250
Traffic Trailer	\$5,500	N/A	\$250
Valuable Papers	\$100,000	N/A	\$250
<u>Comprehensive Crime Coverage</u>			
Employee Dishonesty Blanket/Faithful Performance	\$100,000	N/A	N/A
Computer Fraud	\$100,000	N/A	N/A
Depositors Forgery	\$100,000	N/A	N/A
Funds Transfer Fraud	\$100,000	N/A	N/A
Impersonation Fraud	\$100,000	N/A	N/A
Money and Securities Inside	\$100,000	N/A	N/A
Money and Securities Outside	\$100,000	N/A	N/A
Money Orders and Counterfeit Paper	\$100,000	N/A	N/A
<u>Bonds</u>			
Bond #: A Treasurer	\$100,000	N/A	N/A
Bond #: B AP/AR, GL Clerk	\$100,000	N/A	N/A
Bond #: C Utility Billing Clerk	\$100,000	N/A	N/A
Bond #: D Payroll Clerk	\$100,000	N/A	N/A

 michigan municipal league
Liability & Property Pool
Coverage and Cost Summary
Village of Paw Paw

Effective 03-01-2026 to 03-01-2027

Coverages	Limit of Liability	Aggregate Limit	Per Occurrence Deductible
<i>Only one deductible applies to claims involving two or more property coverages.</i>			

The Michigan Municipal League Liability and Property Pool is pleased to offer all coverages and services described in this proposal for an annual premium of \$109,852.

Update & Reports

Village of Paw Paw MICHIGAN

Memorandum

To: Village Council
From: Bryan Myrtle, Village Manager
Re: Village Manager's Report for February 9, 2026
Date: February 5, 2026

Updates & Reports

- **Renewable Energy Credits** – I am aware of, and share, the Village Council's frustration with the ongoing purchase of Renewable Energy Credits. From our discussions on this topic, I think it is understood that this is a largely political exercise, and not a direct way to bring renewable energy to our customers. Because our last purchase was authorized by a split vote within the Council, I wanted to consider this State mandate and what would happen if the Council eventually chose not to authorize future purchases.

The 'mandate' to comply with renewable energy standards is, in fact, a state law – Public Act 235 of 2023. Within this statute, it establishes that municipal owned utilities are required to comply with the regulation, it further assigns responsibility for monitoring compliance to the Michigan Public Service Commission and assigns responsibility for enforcement to the Michigan Attorney General.

From this, it is clear that compliance with these rules is not optional. Failure to purchase and appropriately retire RECs as the statute requires will be noticed, and the Village would ultimately be compelled via the court system to comply. This would obviously increase our costs well beyond the normal costs of REC purchase. If we decide not to purchase RECs with the assistance of MPPA we would be forced to try to purchase them from the markets directly, which we do not have the expertise to do. Therefore, I recommend that the Village continue purchasing and retiring RECs with MPPA's help.

- **Village View Mobile Home Community** – Village staff has initiated a complaint with the State of Michigan regarding Village View Mobile Home Community using unlicensed installers and allowing occupancy of units prior to their being permitted and inspected. While we have tried working with the park owner to resolve issues related to code enforcement, he allowed residents to move into two new units that do not have gas service, which means there is no heat or working stove in the units. This elevated our concerns to a safety issue, thus necessitating the formal complaint.
- **Warner Vineyard** – Village staff is working with Pat Warner of Warner Vineyard to ensure his improvement projects planned for this year are appropriately reviewed and approved by the Planning Commission and that all relevant permits and inspections are completed as required.
- **Amphitheater & Boardwalk** – As most Village council members likely know, the boardwalk and amphitheater area along Michigan Avenue have reached a point of needing significant repair. DDA Coordinator Mary Springer and I are researching grant opportunities to help fund these projects. I expect to be coming to the Council in the near future with grant proposals to consider.



PAW PAW POLICE DEPARTMENT

P.O. Box 179 • 114 Harry L. Bush Blvd. • Paw Paw, MI 49079

Phone: 269-657-5501 / Fax: 269-657-5144

email: pppd651@pawpaw.net

ERIC ROTTMAN
Chief of Police

DATE: February 3, 2026

TO: Village Manager Bryan Myrkle

FROM: Chief of Police Eric Rottman

REF:

I wanted to pass on some information regarding ways the department has worked towards mitigated costs. It is my belief we will once again come in under budget for the budget year of 2025-2026.

As you know we changed insurance to the Pool Insurance Group for 2025 in the belief that it would save on the cost to both the village and employees. This turned out to be correct for 2025. Our previous insurance was “age banded”. The insurance carrier looked at the employee’s demographics and based the cost of the insurance off that and insurance costs within the Kalamazoo area. This generally led to higher insurance rates. By switching to The Pool, it removed the age banding, and we switched to a model where the cost is spread statewide and the cost is pooled leading to lower rates.

We did an estimate of the cost savings to the village for 2026 by looking at rates from our old insurance for 2025 and increasing them by 13%. In polling with other entities some increases were much higher than 13% and only a couple were below 13%. We used 13% as it appears to be around the middle of the increases. In comparing the estimated 2026 insurance costs under our old insurance to the cost of the Pool Insurance for 2026 the estimated savings by switching to the Pool Insurance is \$35,827.82. This is only for those employees on The Pool Insurance.

Through partnerships with other local and area agencies we were also able to obtain multiple used Taser X 26P tasers, Taser equipment and two AEDS saving the village thousands of dollars.

These actions demonstrate continued efforts to responsibly manage Village resources, reduce expenses, and maximize value without compromising service. The combined savings strengthen the Village’s overall financial position and support efficient operations.

2026	Old INS		New
	13% increase		
ER	\$38,329.80		\$29,240.40
TM	\$38,329.80		\$29,240.40
DW	\$36,000.00		\$29,240.40
KP	\$33,600.00		\$29,240.40
SC	\$34,320.60		\$29,240.40
TM	\$9,965.16		\$10,443.12
JN	\$9,600.00		\$6,091.82
EB	\$18,000.00		\$19,580.60
	\$218,145.36		\$182,317.54

Estimated saving \$218,145.36

\$182,317.54

\$35,827.82

\$35,827.82