

**VILLAGE OF THREE OAKS REGULAR COUNCIL MEETING – DATE: 11-09-22**

**Village Council President, Richard Smith, called the (in-person) Regular Village Council Meeting, to order at 7:00 PM. This meeting was held at Village Hall at 21 N. Elm Street.**

**Pledge of Allegiance: Yes**

**Roll Call: Present: Graziano, Kramer, Thomas, Hinman, Newquist, Ream, Smith**

**Absent: None**

**A Motion was made to approve the agenda as presented by Village Manager, Dan Faulkner with one (1) additional item and (1) change to item #13. Agenda Item #12A will be added – Proposed Amendment to Ordinance #93 and Item #13 – the cost of the tree quote has been increased to \$9,175. Moved: Kramer Supported: Hinman Aye: 7 Nay: 0 Absent: 0 Abstain: 0 MOTION CARRIED.**

**PUBLIC COMMENT: Audience Member, Tom Pauly will comment on Agenda Item #10. Audience Member, Jeff Norris will comment on a general item (not an Agenda item).**

**CORRESPONDENCE: Correspondence was received from Apple Cider Century, but Village Manager, Dan Faulkner would like to move it to December's agenda.**

**Approval of the Consent Agenda to include: Approval of the Minutes of the Regular Council Meeting and Public Hearing held on 10-12-22. Approval of the Police Dept's report and the Building Inspector's report for October, 2022. Approval of Invoices to be paid in November (\$107,805.88). Approval of Disbursements made in October, 2022 (\$68,707.82) and Approval of Payroll as paid for October, 2022 (\$48,556.90). A Motion was made to approve the Consent Agenda as presented. Moved: Hinman Supported: Thomas Aye: 7 Nay: 0 Absent: 0 Abstain: 0 MOTION CARRIED.**

- **PROCLAMATION for OUTGOING COUNCIL MEMBER, STEVE GRAZIANO:** A heart-felt thank-you was expressed to outgoing Council Member, Steve Graziano as he attended his last Council meeting. He was presented a plaque and a watch for his 14 years of service, while displaying devotion and commitment to the Village. Steve said that he is leaving the Village in better condition than it was when he was first elected in 2008 and is confident that he is leaving it in good hands with the new Council board. Council members also expressed congratulations to Becky Thomas in her re-election, and to the new council members, Lois Jones and Jason Niemzyk. Unofficial results showed that Colleen Newquist lost her Council seat in a close election with a very narrow margin between each of the (4) candidates. Council also expressed their gratitude to her for her 4 years of service.
- **REQUEST to AWARD MICRO-BUSINESS LICENSE to GREEN OAKS CULTIVATION, LLC @300 E. ASH STREET:** Green Oaks Cultivation is seeking approval for a Marihuana Micro-Business license for 300 E. Ash Street. There was a Public Hearing held last month on October 12<sup>th</sup>, that raised questions regarding the ownership of that property. Council Member, Thomas said that previous applicants requesting a Marihuana license were required to have a signed purchase/lease agreement prior to approval – where is Green Oaks paperwork? Michael Morse, owner of Green Oaks Cultivation then provided hand-outs to Council members which helped answer their questions. Council Member, Ream asked the property owner, John Balich (who was in attendance) if he was confident in the ability of Michael Morse to develop the property (as proposed) that he was purchasing. answered yes. A Motion was made to award a Marihuana Micro-Business license to Green Oaks Cultivation, LLC to be located at 300 E. Ash Street, Three Oaks, MI. Moved: Newquist Supported: Hinman Aye: Graziano, Kramer, Thomas, Hinman,

**Newquist, Ream, Smith Nay: None Absent: None Abstain: None MOTION CARRIED.**

- **UPDATE on ACQUISITION of 21 N. ELM STREET:** Village Manager, Faulkner said that the survey and title work have been ordered for the purchase of 21 N. Elm Street. Once that comes back the purchase can be completed.
- **SHORT-TERM RENTAL COMMITTEE – DISCUSSION:** The short-term rental committee (an advisory committee) met on October 31<sup>st</sup> and is scheduled to meet again on November 30<sup>th</sup>. They will focus on the pros and cons of such rentals and the fees that should be charged to register them. In the future they will present their recommendations to the Planning Commission for review.
- **REQUEST FROM the DDA to MOVE the THREE OAKS (Farmer’s) MARKET to FRIDAYS DURING the 2023 SEASON:** Council Member, Hinman, (the liaison to the DDA) reported that the DDA would like to change the Farmer’s Market to Fridays from 3:00 to 7:00 pm (from Thursdays at 4 to 8 pm) while keeping the location at the same place for the 2023 season. Council Member, Ream asked if any business owners wanted to comment on the market. Audience Member, Tom Pauly said that he was very happy with how it went this year. Village Manager, Faulkner said that the DDA will be advertising for a Market Manager for 2023. **A Motion was made to approve changing the Three Oaks (Farmer’s) Market to Fridays from 3:00 pm to 7:00 pm in the same downtown location for the 2023 season. Moved: Hinman Supported: Newquist Aye: Graziano, Kramer, Thomas, Hinman, Newquist, Ream, Smith Nay: None Absent: None Abstain: None MOTION CARRIED.**
- **REQUEST FROM the DDA FOR a STREET CLOSURE for the SNOWFLAKE STROLL PARADE:** Council Member, Hinman, (the liaison to the DDA) stated that the annual Snowflake Stroll would take place on Saturday, November 26<sup>th</sup>. There will be various business open houses, free horse & buggy rides, and the Prancer Village model will be on display at the Region of Three Oaks Museum with the Prancer movie director, John Hancock in attendance. There will be a parade starting at 5:30 pm, culminating with the tree lighting ceremony 5:45 pm at Carver Park. **A Motion was made to allow the closure of N. Elm Street from Maple to Linden Street for the Snowflake parade from 5:15 pm to 5:45 pm on November 26<sup>th</sup>. Moved: Thomas Supported: Newquist Ayes: 7 Nay: 0 Absent: 0 Abstain: 0 MOTION CARRIED.**
- **APPROVAL of RESOLUTION #11-22-01 – SPARK GRANT RESOLUTION:** The Parks & Recreation Board has been working on a grant for Watkins Park Improvements which was spear-headed by their summer intern, Aiden Sullivan. Sparks Grants are available from the DNR for these types of improvements to park systems for municipalities throughout the State of Michigan. **A Motion was made to approve Resolution #11-22-01, a resolution to support the DNR submission of a grant application titled “Watkins Park Improvements” to the Spark Grant Program. Moved: Ream Supported: Newquist Aye: Graziano, Kramer, Thomas, Hinman, Newquist, Ream, Smith Nay: None Absent: None Abstain: None MOTION CARRIED.**
- **APPOINTMENT of NEW PARKS & RECREATION BOARD MEMBER:** Gigi Carroll’s term on the Parks & Recreation board has expired and she did not wish to be re-appointed. Council President, Smith recommended appointing Stacey Koziel to the opening. **A Motion was made to appoint Stacey Koziel to a (3) year term on the Parks and Recreation board with her term expiring on 11-30-25. Moved: Thomas Supported: Newquist Aye: 7 Nay: 0 Absent: 0 Abstain: 0 MOTION CARRIED.**

- **AMENDMENT of ORDINANCE #93 – DISCUSSION:** There was discussion about a change to Ordinance #93, an ordinance governing the Parks & Recreation board. **Village Council President Smith** suggested that the ordinance be amended to require an annual election each year for the Chairperson and Secretary with the requirement that the Chairperson is a Village resident. **A Motion was made to allow Village Manager, Faulkner to work with Attorney Hilmer in drafting an Amendment with these requirements to Ordinance #93 and presenting it for approval at next month’s meeting. Moved: Newquist Supported: Thomas Aye: 7 Nay: 0 Absent:0 Abstain: 0 MOTION CARRIED.**
- **APPROVAL of QUOTE FROM TREE CORE for TREE REMOVALS - \$9,575.00:** A Motion was made to approve the proposal from Tree Core in the amount of \$9,575.00 for tree removal and tree trimming services. Moved: Hinman Supported: Kramer Aye: Graziano, Kramer, Thomas, Hinman, Newquist, Ream, Smith Nay: None Absent: None Absent: None MOTION CARRIED.
- **REQUEST FROM POLICE DEPARTMENT for NEW DESKTOP COMPUTER, NEW LAPTOPS, SONIC WALL, DISKSTATION, HARD DISK DRIVES, SECURITY PROTECTION INCLUDING SET-UP and CONFIGURATION in the AMOUNT of \$9,000.00:** The Police department is in need of upgrades to all of their computers, sonic wall and technology-related items. The computers currently being used were passed down many years ago to the department by the Pokagon Band after they had upgraded their systems. **A Motion was made to approve the proposal from Edge Information Technologies for the upgrading of all computers and related technology items for the Police department in the amount of \$9,000.00. Moved Graziano Supported: Kramer Aye: Graziano, Kramer, Thomas, Hinman, Newquist, Ream, Smith Nay: None Absent: None Abstain: None MOTION CARRIED.**
- **PLANNING COMMISSION UPDATES:** **Council Member, Newquist** reported that the Planning Commission was considering an ordinance that would make construction of ADU’s easier; was considering eliminating/revising the “special land use” permitting process and following up on the master plan review, specifically section #7.1-storm water requirements. The Short-term rental committee is scheduled to meet on November 30<sup>th</sup>.
- **PARKS & RECREATION BOARD:** **Council Member, Ream** reported that they are still working on finishing up the 5-year Master plan and that the DNR indicated that they are preferential to plans that are created by the municipality – that are not “boiler-plate” plans.
- **DDA BOARD:** **Council Member, Hinman** reported that the Village will publish an RFD for the Farmers Market Manager position for 2023, that they are discussing new signage for the downtown area, they are considering a “grant writer” position and considering a Fall Festival for next year.
- **PUBLIC SERVICE COMMITTEE:** **Village Manager, Faulkner** reported that the PSC committee met on Friday, November 4, 2022. Discussions included talk about getting the Christmas lights up in the next 2 weeks, discussions about leaf pick-up and tree removal and tree trimming. He said that work began on Monday for the Cherry & Nels & Tulip street projects. **Chief Krause** reported that he had four (4) interviews scheduled for the Police Officer position. MCOLES has funding available to help municipalities place a person in the Police academy to complete their training. However, none of the candidates were a “good fit”. **Chief Krause** suggested that the Village consider offering a sign-on bonus as an incentive.
- **ZONING BOARD of APPEALS (ZBA):** **Council Member, Kramer** – No report – no meeting was held.

- **VILLAGE MANAGER'S REPORT:** **Village Manager, Faulkner** updated Council on the status of the Marihuana license renewals, that work had started on the street projects, that the fall sewer discharge had been completed and that a new Cash Receipting module has been set up by BS & A. **Theresa** (treasurer) has completed the training for the new module and is pleased and happy that the program was implemented.
- **VILLAGE PRESIDENT'S REPORT:** **Village President, Smith** said that the election is over and Council is losing Colleen Newquist. He said that she has been an asset to the Council.
- **AUDIENCE REMARKS:** **Audience Member, Jeff Norris (speaking on behalf of the Snowbusters Snowmobile Club)** said their members want to work with the Village to make things run a little smoother this winter season. The snowmobilers had been using the sidewalks in town to get to the Speedway – he doesn't want to present risks or hazards to people in the Village and is looking for ideas on how to manage the snowmobile traffic. Their primary travel path is along US 12 – Hardings – Featherbone. **Audience Member, & Planning Commission Chair, Gene Svebakken** expressed his thanks to **Council Member Newquist** for serving on the Planning Commission – her diligence was appreciated. **Audience Member, Tom Pauly** commended both Steve and Colleen.
- **COUNCIL MEMBER REMARKS:** **Council Member, Hinman** thanked Graziano. **Council Member, Ream** said that he has learned a lot from Graziano – that he has been a leader. **Council Member, Newquist** said that she was in awe of Graziano's long-term commitment to the Council these past 14 years.
- **MEETING ADJOURNED AT: 8:18 pm**

Submitted by:

Cynthia E. Moynihan  
Three Oaks Village Clerk  
Minutes for the 11-09-22 Council Meeting  
Were **APPROVED** at the 12-14-22 Council Meeting