

VILLAGE OF THREE OAKS REGULAR COUNCIL MEETING – DATE: 06-14-17

Chair called Village Council Meeting to order at 7:00 PM at Three Oaks Village Hall.

Pledge of Allegiance: Yes

Roll Call: Present: Capiak, Graziano, Kramer, Pappa, Zebell, Grosse

Absent: Heemstra

Approval of the Agenda as presented by the Village Council President with (1) addition of #6A-“approval of purchase of Police radio equipment”. Moved: Capiak Supported: Kramer Aye: 6 Nay: 0 Absent: 1 Abstain: 0 MOTION CARRIED.

Public Comment on the Agenda: Request to make comments on proposed Short-term rental ordinance.

- Approval of the Consent Agenda to include: Approval of Minutes from the Regular Council Meeting on 05-10-17. Approval of Invoices to be paid (\$218,373.25), Approval of Disbursements made from May 1 through May 31, 2017 (\$91,144.93), Approval of Prepaids, and Payroll as paid (\$46,786.73), and the Treasurer’s Report. Moved: Kramer Supported: Zebell Aye: 6 Nay: 0 Absent: 1 Abstain: 0 MOTION CARRIED.
- CLOSED REGULAR COUNCIL MEETING at 7:03 pm TO ENTER INTO the PUBLIC HEARING MEETING for the TRUTH IN TAXATION HEARING to set the 2017 MILLAGE TAX RATE.
- RE-ENTERED into REGULAR COUNCIL MEETING at 7:07 pm.
- ADOPTION of ZONING ORDINANCE #211: Gene Svebakken, the Planning Commission chairman, stated that it was a two year process (involving 9 drafts) in order to update the zoning ordinance. He feels very confident about the final draft of the ordinance and thanked all his board members for the extensive work and time spent on it. A Motion was made to approve Zoning Ordinance #211. Moved: Graziano Supported: Kramer Aye: Capiak, Graziano, Kramer, Pappa, Zebell, Grosse Nay: None Absent: Heemstra Abstain: None MOTION CARRIED.
- ADOPTION OF SHORT-TERM RENTAL ORDINANCE #210: This proposed ordinance will regulate short-term rentals and provide for the inspection and registration of these rentals. These basic regulations will protect both guests and residents, and allow the Village to know which properties are being rented and who to contact, and how to access the residence in case of an emergency situation. This ordinance was developed with much input from both owners and community residents. Short-term rentals are considered as rentals less than 30 days. There were many questions asked by audience members in order to better understand the ordinance. A Motion was made to approve Short-Term Rental Ordinance #211. Moved: Kramer Supported: Zebell Aye: Capiak, Kramer, Zebell, Grosse Nay: Graziano, Pappa Absent: Heemstra Abstain: None MOTION CARRIED.
- CHANGE ORDER #3 FROM REITH RILEY CONSTRUCTION in the AMOUNT OF \$11,830.00: The parking lot across from Big C is not yet complete because additional grading and work needs to be done because of the soft base. Therefore Change Order #3 in the amount of \$11,830.00 was submitted by Reith Riley for remobilization, asphalt removal, fine grading and placement of 1.5” of asphalt base to the parking lot. A Motion was made to approve Change Order #3 in the amount of \$11,830.00 from Reith Riley Construction for additional work on the parking lot. Moved : Graziano Supported: Capiak Aye: Capiak, Graziano, Kramer, Pappa, Zebell, Grosse Nay: None Absent: Heemstra Abstain: None MOTION CARRIED.
- APPROVE PURCHASE OF POLICE RADIO EQUIPMENT FROM MOTOROLA for \$4,396.13: A Motion was made to approve the purchase of police radio equipment from Motorola for \$4,396.13 for the new 2017 Ford Explorer. Moved: Graziano Supported: Capiak Aye: 6 Nay: 0 Absent: 1 Abstain: 0 MOTION CARRIED.
- RESOLUTION #06-2017-1 – A RESOLUTION TO SET the 2017 TAX MILLAGE RATE: A Motion was made to approve Resolution #06-2017-1, a Resolution to set the 2017 millage rate at 9.0015 mills for General Operations and 3.6004 mills for Streets. This results in a **decrease** from the 2016 millage rate. Moved: Capiak Supported: Graziano Aye: Capiak, Graziano, Kramer, Pappa, Zebell, Grosse Nay: None Absent: Heemstra Abstain: None MOTION CARRIED.
- RESOLUTION #06-2017-2 – A RESOLUTION TO AUTHORIZE THE VILLAGE of THREE OAKS TO COLLECT DELINQUENT PROPERTY TAXES: A Motion was made to approve Resolution #06-2017-2, a Resolution to authorize the Village of Three Oaks to collect

delinquent property taxes and all applicable penalties and interest. Moved: Kramer Supported: Capiak Aye: Capiak, Graziano, Kramer, Pappa, Zebell, Grosse Nay: None Absent: Heemstra Abstain: None MOTION CARRIED.

- **APPOINTMENT OF HENRY BINSWANGER to the PLANNING COMMISSION:** A Motion was made to appoint Henry (Hank) Binswanger to the Planning Commission. His term will expire 11-30-18. Moved: Graziano Supported: Zebell Aye: 6 Nay: 0 Absent: 1 Abstain: 0 MOTION CARRIED.
- **APPOINTMENT OF JOHN DOBBERTEEN AS MECHANICAL INSPECTOR:** A Motion was made to appoint John Dobberteen as the Mechanical Inspector for the Village of Three Oaks. Moved: Graziano Supported: Pappa Aye: 6 Nay: 0 Absent: 1 Abstain: 0 MOTION CARRIED.
- **AMENDMENTS PROPOSED for the 2016-2017 BUDGET:** A Motion was made to approve the budget amendments for the 2016-2017 budget as presented by David Grosse, Interim Village Manager. Moved: Graziano Supported: Capiak Aye: 6 Nay: 0 Absent: 1 Abstain: 0 MOTION CARRIED.
- **APPROVE QUOTATION from “JUST “M” BUILDERS for GAZEBO REPAIRS at DEWEY CANNON PARK and the PURCHASE of NEW PARK BENCHES:** The gazebo at Dewey Cannon Park is in need of repairs and the park benches are no longer usable. A Motion was made to approve the quotation from “Just “M” Builders” for \$5,150.00 to complete the necessary repairs to the gazebo at Dewey Cannon Park and for \$1,750.00 to build (5) new park benches for use at Dewey Cannon Park. Moved: Capiak Supported: Zebell Aye: Capiak, Graziano, Kramer, Pappa, Zebell, Grosse Nay: None Absent: Heemstra Abstain: None MOTION CARRIED.
- **PAY REQUEST FOR \$154,271.28 FROM REITH-RILEY CONSTRUCTION for PAVING PROJECT:** A Motion was made to approve the pay request for \$154, 271.28 from Reith-Riley Construction for work completed on the Paving Project. Moved: Graziano Supported: Pappa Aye: 6 Nay: 0 Absent: 1 Abstain: 0 MOTION CARRIED
- **PARKS & RECREATION BOARD:** The written minutes from the meeting held on June 5, 2017 were not yet available. There will be no meeting in July. The next meeting is scheduled for 7:00 pm on Monday, August 7, 2017.
- **PLANNING COMMISSION:** The regular meeting was re-scheduled for June 20, 2017. The July meeting date was changed to 7:00 pm on July 11, 2017 because of the 4th of July holiday.
- **DDA BOARD:** The June meeting was cancelled. The next meeting is scheduled for July 12, 2017 at 5:30 pm.
- **VILLAGE MANAGER’S UPDATES:** David Grosse, Interim Village Manager, reported that there are two dangerous building hearings scheduled for June 20, 2017. One is for 313 Sherwood and the other for 105 Sycamore. Additionally, three homeowners are in the process of remedying the deficiencies listed in the property maintenance letters that they received. Dave reported that so far fourteen (14) applications have been received for the Village Manager position and that Council will meet next Wednesday, June 21st at 7:00 pm to choose the finalists and select those for interviews. He also reported that the data has been submitted to the DEQ on the Sewer ponds, and that the prospective developer for the Industrial park continues to look promising.
- **VILLAGE PRESIDENT COMMENTS:** Dave reported that a tentative agreement has been made with River Valley High School to replace approximately 20 of the banners on the downtown light poles with pictures of their senior athletes. There would be no cost to the Village, as the athletes would pay for them, and get them upon graduation. This would boost school spirit and help to get the community involved with the schools more.

- **AUDIENCE MEMBER, Angela Reichert** complimented the Village by saying that Carver Park looked awesome and that the plants and planters in the downtown area looked great. The Parks and downtown area are being well maintained and present a good image to the residents and tourists. **Council Member, Steve Graziano**, suggested that the types of poses allowed for the senior athletes pictures be monitored or approved prior to placing them on the light poles because of issues that have been encountered in other communities that do this.
- **MEETING ADJOURNED AT: 8:00 pm**

Submitted by:

Cynthia E. Moynihan,
Three Oaks Village Clerk
Minutes for the 06-14-17 Regular Council Meeting
Were **APPROVED** at the 07-12-17 Council Meeting