

VILLAGE OF THREE OAKS REGULAR COUNCIL MEETING – DATE: 02-13-19

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

Pledge of Allegiance: Yes

Roll Call: Present: Graziano, Kramer, Thomas, Pappa, Newquist, Zebell, Grosse

Absent: None

Approval of the Agenda as presented by Village Manager, Michael Greene. Moved: Newquist Supported: Thomas Aye: 7 Nay: 0 Absent: 0 Abstain: 0 MOTION CARRIED.

Public Comment on the Agenda: None

Approval of the Consent Agenda to include: Approval of Minutes of the Public Hearing and the Regular Council Meeting held on 01-09-19. Acceptance of the 01-07-19 Parks & Recreation Minutes, the 01-08-19 Planning Commission Minutes, and the 01-09-19 DDA Minutes. Approval of the Police Department's Report. Approval of Invoices to be paid (\$59,192.53), Approval of Disbursements made from January 1 through January 31, 2019 (\$92,395.75) and Approval of Prepays, and Payroll as paid (\$41,225.34). A Motion was made to approve the Consent Agenda as presented by Village Manager, Michael Greene. Moved: Thomas Supported: Kramer Aye: 7 Nay: 0 Absent: 0 Abstain: 0 MOTION CARRIED.

- **ORDINANCE #217 (Update to Ordinance #212) SEWER RATE CHANGE:** The MDEQ is still currently reviewing the proposed IPP plan that was submitted. Indications are that they are not inclined to postpone any of the originally proposed upgrades. Once a final decision is made as to the scope of the project, the sewer rate change can be determined. This will be tabled until the March council meeting.
- **SEWER LAGOON SYSTEM UPGRADE – ENGINEERING PROPOSAL from MOORE & BRUGGINK:** A decision on accepting the proposed engineering contract from Moore & Bruggink for the lagoon system upgrade cannot be made until the MDEQ completes its review of the proposed IPP plan and the scope of the project is determined. This will be tabled until the March council meeting.
- **ENFORCEMENT of PUBLIC UTILITY EASEMENT:** Two (2) meetings have been held with Journeyman Distillery with another scheduled by the end of February. There should be a resolution on the easement issue by then. Council Member, John Pappa stated that he has met with representatives from Journeyman Distillery and discussions have taken place that will hopefully put an end to the easement issue – he noted that the sewer discharge is not on the side of the building (as originally thought) but rather it goes out the back of the building.
- **2019 STREET PROJECT SELECTION:** Six (6) streets were placed on a list as potential ones to consider for repairs this summer. Due to the estimated cost of the repairs, it was determined that the Village could reasonably expect to repair two (2) of them by milling & resurfacing, along with a few sidewalks. It was decided that the primary roads that needed to be done were Oak Street (from Locust to Michigan) and Sherwood Street (from Locust to Indiana). After discussion, Council authorized Village Manager, Mike Greene, to publish an ad seeking bids for the street work and the replacement of approximately 500 feet of sidewalk. Bids should be submitted by March 11th in order to award a contract at the March 13, 2019 council meeting.
- **LAKESHORE RECYCLING & DISPOSAL CONTRACT for RECYCLING SERVICES:** Currently Lakeshore Recycling & Disposal handles both the trash pickup and the recycling pickup for Village residents. The trash pickup is handled as an assessment on the tax bill and the recycling has been funded with a grant from the Pokagon fund. This grant is being discontinued and recycling will be discontinued at the end of February. Council discussed if it is possible to continue the recycling service at a monthly cost of approximately \$2.73 per household or if each resident should determine if they want to continue the service at an individual cost to them of approximately \$6 a month. The rubbish fund can absorb the cost for a few months until a final decision is made. **A Motion was made to enter into a contract with Lakeshore Recycling & Disposal for recycling services for two (2) months, (thru April 30, 2019) at a cost of \$3,641.82. Moved: Kramer Supported: Newquist Aye: 7 Nay: 0 Absent: 0 Abstain: 0 MOTION CARRIED.**
- **SMITH & SONS EXCAVATING INVOICE:** The invoice in question is from August 27, 2018 in the amount of \$2,195.00 from Smith & Sons Excavating, Inc. This invoice was issued to the Village

for the repair of a water main break and the cost to restore the service at 703 Tulip Drive. The contractor (Smith & Sons) maintains that the water break occurred because **IAI** (the company contracted by the Village for their water department services) did not mark the water lines as had been requested. Since the lines were not marked, the contractor hit the line resulting in costly repairs to them and the Village. **IAI** maintains that they had marked the lines based on the records that were available to them and that the contractor should have proceeded cautiously. Council directed Village Manager, Michael Greene, to request a detailed, written summary from **IAI** stating their position regarding their responsibility of this situation. **A Motion was made to table this invoice until the March council meeting until a detailed, written summary could be obtained from IAI regarding their position on this situation. Moved: Pappa Supported: Graziano Aye: 7 Nay: 0 Absent: 0 Abstain: 0 MOTION CARRIED.**

- **COMMITTEE APPOINTMENT for IAI OPERATIONS & MANAGEMENT CONTRACT EXTENSION:** Since the Village is half way through the one (1) year operations and management contract with IA for their water and wastewater systems, it is time to begin reviewing and discussing a new (potentially) longer contract with them. It was discussed what the pros & cons of using a contractor is, versus having an employee on the payroll. However, history shows that it is difficult to find an employee with the proper qualifications and licenses. Council asked if the position / employee could be shared with another municipality. Due to the job responsibilities and availability necessary for the position that is not feasible. Council asked Mike to look into posting an ad for an employee to see what kind of a response there might be.
- **PLANNING COMMISSION UPDATE:** **Council Member, Colleen Newquist** reported that a committee was appointed to study the Sidewalk issue (as directed by Council) and a committee was appointed to study the Recreational Marijuana Law (recently enacted by the State of Michigan). She also reported that a special meeting of the Planning Commission was set for February 19th where further review of the Master Plan would be done.
- **PARKS & RECREATION BOARD UPDATE:** **Council Member, Becky Thomas** reported that the Parks & Recreation Board appointed Joan Brown as Chairman and Lisa Hernandez as Secretary. The Parks & Rec board also is researching the costs of paving paths, restroom installation and a new "Welcome to Three Oaks" sign for Carver Park. They are looking into lighting options for Chamberlain Path and reported that the statue/plaque is ready to be installed pending good weather.
- **PUBLIC COMMENT:** **Audience Member, (unknown)** thanked the DPW dept. for their work in keeping the streets cleared this winter.
- **VILLAGE MANAGER'S UPDATES:** Mike Greene, Village Manager, reported that the dredging of the sewer lagoons has not yet been completed due to weather conditions, but there is now approximately double the amount of land available for disposing of the lagoon waste. Once the official approval of the health department and the MDEQ is received the project can get started. He also reported that the inspection of the Water Tower is complete and there are no major recommendations for the next five (5) years; that the Asset Management Plan, the Water Reliability Study & GIS are all progressing nicely. The Village is still waiting on another draft of the IPP program to review before it can be finalized, and the Village will soon be taking bids for the Police Station remodel project. Mike also said that last week he had attended some great sessions at the Michigan Municipal Executives 2019 Winter Institute and was appointed to the MME Advocacy Committee and the Next Gen Committee.
- **VILLAGE PRESIDENT'S UPDATES:** Dave Grosse, Village President told Council Members that there is a one (1) day seminar being held in March for any Council Members that are interested.
- **MEETING ADJOURNED AT: 7:52 pm**

Submitted by:

Cynthia E. Moynihan,
Three Oaks Village Clerk
Minutes for the 02-13-19 Council Meeting
Were **APPROVED** at the 03-13-19 Council Meeting