

VILLAGE OF THREE OAKS REGULAR COUNCIL MEETING – DATE: 02-14-18

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, Pappa, Zebell, Heemstra, Grosse

Absent: Capiak

Approval of the Agenda as presented by the Village Council President. Moved: Heemstra Supported: Kramer Aye: 6 Nay: 0 Absent: 1 Abstain: 0 MOTION CARRIED.

Public Comment on the Agenda: None

Approval of the Consent Agenda to include: Approval of Minutes from the Regular Council Meeting on 01-10-18 and the Work-Shop session Meeting held on 01-20-18. Acceptance of the 12-04-17 Parks & Recreation Board Minutes; the 12-05-17 Planning Commission Minutes and the 12-06-17 DDA Minutes. Approval of Invoices to be paid (\$48,301.97), Approval of Disbursements made from January 1 through January 31, 2018 (\$85,912.00). Approval of Prepays, and Payroll as paid (\$48,931.01), and the Treasurer's Report. Moved: Graziano Supported: Heemstra Aye: 6 Nay: 0 Absent: 1 Abstain: 0 MOTION CARRIED.

- **VILLAGE POLICY UPDATES TO THE EMPLOYEE HANDBOOK:** The adoption of the new employee handbook was tabled until next month upon further review by Attorney Hilmer.
- **CAPITAL IMPROVEMENT PLAN:** The revised Capital Improvement Plan (CIP) for 2018 to 2023 was presented by Mike Greene, Village Manager. Council asked Mike to research funding options for the larger Street and Water projects that are upcoming in the next few years. Some of the improvements on the list for the current year include renovations to the police department office, various upgrades to the water and sewer treatment facility, paving the municipal parking lot at Central Avenue and Generations Drive and the dredging of Lagoon #1. **A Motion was made to approve the Capital Improvement Plan (CIP) for 2018 to 2023 as presented by Mike Greene, Village Manager. Moved: Heemstra Supported: Kramer Aye: 6 Nay: 0 Absent: 1 Abstain: 0 MOTION CARRIED.**
- **WURSTFEST – EVENT MANAGER PROPOSAL:** There was one (1) proposal submitted for the event manager position for Wurstfest from the owner of Black Book Connection, LLC, Cathi Rogers. She presented her proposal with a resume, proposed contract and tentative budget for 2018. She managed the event in 2017. The DDA has recommended that Village Council approve her contract for the 2018 Wurstfest event. Council stated that the success of the event is entirely dependent upon weather and was concerned about the obligation of fixed expenses with no guarantee of revenue. The projected sponsorships would cover some of that cost, but Council felt that it was estimated too high. It needs to be decided if the Wurstfest event is a Village sponsored event, or a fundraising event. **A Motion was made to table the approval of the Wurstfest Event Manager's contract until the March council meeting. Moved: Pappa Supported: Graziano Aye: 6 Nay: 0 Absent: 1 Abstain: 0 MOTION CARRIED.**
- **MOORE & BRUGGINK – PILOT PROGRAM PROPOSAL for SEWER LAGOON TREATMENT OPTIONS:** Brian Hannon and Jake Bruggink from Moore & Bruggink presented their proposed solution for treating the wastewater at the sewer lagoons. The recommendation is to install a NanO2 Pilot system for 3 months to determine its effectiveness before proceeding to a full-scale long-term treatment solution. The NanO2 Pilot system is new technology which infuses micro nano-bubbles into the ponds to promote faster deterioration of waste matters. It is a trailer-mounted system which injects pure oxygen into the ponds. The approximate cost for the 3 months rental of the system, along with delivery and set-up fees and electrical and plumbing costs is projected to cost less than \$40,000.00. An engineer from the MDEQ was in attendance, and he agreed with the proposed short-term solution but stated that they still were awaiting the Village's long-term plan for the treatment of the wastewater that is not in compliance. Council Member, John Pappa questioned why the Village's industrial customers were not complying with the Village's ordinance since their discharges exceed the standards set forth in the ordinance. **A Motion was made to approve a three (3) month contract with NanO2 LLC for their NanO2 Pilot system to aerate the sewer lagoons at a total cost not to exceed \$40,000.00. Moved: Heemstra Supported: Kramer Aye: Graziano, Kramer, Pappa, Zebell, Heemstra, Grosse Nay: None Absent: Capiak Abstain: None MOTION CARRIED.**

- **FRIEND of HARBOR COUNTRY TRAILS BIKE/WALKING PATH PROPOSAL:** Bob Ford from Lap + Creative presented the plan that was originally proposed (back in the Fall of 2016) to pave a trail around Schwark Drain in Watkins Park and establish connecting bike/walking lanes on Nell's Drive and Locust Street by striping and reconfiguration of the current roads. Bob said that the MDNR grant would cover 75% of the approximate \$206,000.00 project, with the Village contributing \$17,000 and the Drain Commission contributing \$35,000 towards it. The deadline for the grant is April 1st. There must be a public "input" meeting and a Public Hearing meeting held and the Village Council must approve the grant application prior to it being submitted by April 1st. A public input meeting was scheduled for Monday, March 5th at 7:00 pm (prior to the Parks & Recreation Board meeting) and the Public Hearing was scheduled for Thursday, March 22th at 7:00 pm (prior to the rescheduled Village Council meeting). There will also need to be notices published announcing each of these meetings. Once approval is granted at the Village Council meeting on 03-22-18, the paperwork for the grant can be submitted to the MDNR for this project.
- **RESOLUTION CONCERNING RETURN of DELINQUENT TAXES: A Motion was made to approve a Resolution to authorize the Village of Three Oaks to collect delinquent property taxes and all applicable penalties and interest. Moved: Graziano Supported: Heemstra Aye: Graziano, Kramer, Pappa, Zebell, Heemstra, Grosse Nay: None Absent: Capiak Abstain: None MOTION CARRIED.**
- **BUDGET AMENDMENTS:** Mike Greene, Village Manager, presented budget amendments for the Water & Sewer funds to reflect the cost of an additional employee for the department. This job position will be advertised and resumes will be reviewed with the hopes that in a couple of months there will be an assistant in place for Bruce Hauch, Water/Sewer Plant Superintendent. **A Motion was made to approve the budget amendments to amend the Water/Sewer funds to reflect the hiring of an additional employee, as presented by Mike Greene, Village Manager. Moved: Heemstra Moved: Kramer Aye: 6 Nay: 0 Absent: 1 Abstain: 0 MOTION CARRIED.**
- **VILLAGE MANAGER EVALUATION:** A 6 month employee review was conducted for Mike Greene, Village Manager. On a 5 point scale he was rated at 3.9 – a good rating for his 1st 6 months on the job. The Council is especially pleased with his communication level with them and said that he was doing a good job and encouraged him to keep up with the good work.
- **PARKS & RECREATION BOARD:** The minutes from the February 5, 2018 meeting were not yet available. Council Member, Darlene Heemstra, also a Parks & Recreation Board member, stated that a "kiddie swing" had been ordered for Dillard Park and that the kiosk is ready to be installed at Carver Park once the weather breaks in the spring. The next meeting is scheduled for 7:00 pm on Monday, March 5, 2017.
- **PLANNING COMMISSION:** The minutes from the February 6, 2018 meeting were not yet available. Council Member, Darlene Heemstra, stated that they tabled their training sessions until a mutual date can be decided upon and they are working on compiling a list of their accomplishments in 2017. The next meeting is scheduled for 7:00 pm on Tuesday, March 6, 2018.
- **DDA BOARD:** The minutes from the February 7, 2018 meeting were not available. The next meeting is scheduled for 5:30 pm on Wednesday, March 7, 2018.
- **VILLAGE MANAGER'S UPDATES:** Mike Greene, Village Manager, reported that the audit for 2016-2017 was conducted the week of January 29th with results to be presented at the April Council meeting due to so many members being on vacation during March. Mike also reported that he attended a conference in Ann Arbor, that he has been working with Moore & Bruggink regarding the water treatment study and that he is actively searching for an assistant to Bruce in the Water/Sewer department.
- **VILLAGE PRESIDENT'S UPDATES:** Dave complimented the DPW staff (on behalf of the Council) for their snow removal work this winter.
- **AUDIENCE MEMBER, Glenn Gore** stated that he has issues with our lagoons. He lives on a farm next to the lagoons and is tired of dealing with the extreme smells coming from them. He stated that the Village has been working on the problem for the last 4 years with no results so far. **Audience Member and Village business owner, Gary Lebeau** addressed the traffic issue on Generations drive due to Journeyman Distillery. He said that traffic seems to have become 1-way

because the road is not lined and designated as 2 lanes and delivery trucks/tour busses park in the middle of the road obstructing the 2-way traffic that is intended. He has also noted parking on both sides of the street, parking on the grass and in business's driveways. He asked if No Parking signs could be reinstalled and if police patrols could be increased and parking violations enforced. **Audience Member, Cathy Zeiger** asked the Village to respectively reconsider its decision from the December meeting regarding the installation of a metal and glass sculpture "The Seeker" in Chamberlain Path. She does not feel that it is relative to the history of our town and suggested that the artist create another sculpture that would be more meaningful to the Village of Three Oaks.

- **MEETING ADJOURNED AT: 8:28 pm**

Submitted by:

Cynthia E. Moynihan,
Three Oaks Village Clerk
Minutes for the 02-14-18 Council Meeting
Were **APPROVED** at the 03-22-18 Council Meeting