

**VILLAGE OF THREE OAKS REGULAR COUNCIL MEETING – DATE: 05-10-17**

**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: Zebell 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 04-12-17. Approval of Invoices to be paid (\$55,746.03), Approval of Disbursements made from April 1 through April 30, 2017 (\$70,542.16), Approval of Prepays, and Payroll as paid (\$43,669.28), and the Treasurer's Report. Moved: Heemstra Supported: Zebell Aye: 6 Nay: 0 Absent: 1 Abstain: 0 MOTION CARRIED.**
- **DPW PLOW TRUCK PURCHASE: A Motion was made to rescind the previously approved motion to purchase a 2016 Ford Truck for \$39,320.00 from Three Oaks Ford (from the 04-12-17 Council meeting) and to approve the purchase of a 2017 Ford F-250 Pickup Truck with a V Plow and Lights for the amount of \$33,310.12 from Three Oaks Ford. Moved: Heemstra Supported: Zebell Aye: Graziano, Kramer, Pappa, Zebell, Heemstra, Grosse Nay: None Absent: Capiak Abstain: None MOTION CARRIED.**
- **SHORT-TERM RENTAL ORDINANCE:** A proposed ordinance to regulate short-term rentals and provide for the inspection and registration of these rentals is being considered by the Village. This will help to insure the safety of the renters, and allow the Village to know which properties are being rented and how to access them in case of emergency. The proposed ordinance is available for review at Village hall. This ordinance will be acted upon at the June 14, 2017 meeting.
- **ZONING ORDINANCE:** Since the Planning Commission did not have a quorum at their regular meeting, they were unable to approve the Zoning Amendment Ordinance and pass it on to Council for their approval. Therefore, this will be tabled until the June 14, 2017 Council meeting.
- **CONTRACT FOR STATUE OF E.K. WARREN:** A Motion was made to approve the purchase of a sculpture (a "bust") of E.K. Warren to be placed on a pedestal in the pocket park (across from Big C Lumber) in honor of him and in celebration of the 150<sup>th</sup> anniversary of the Village of Three Oaks. The \$15,000.00 cost includes the installation of it. The sculptor is Brent Harris from Kalamazoo, MI. The dedication date is scheduled for September 16, 2017. Moved: Graziano Supported: Zebell Aye: Graziano, Kramer, Pappa, Zebell, Heemstra, Grosse Nay: None Absent: Capiak Abstain: None MOTION CARRIED.
- **TRUTH IN TAXATION HEARING to SET 2017 TAX MILLAGE RATES:** Property values have increased more than the inflation rate, therefore, there needs to be a public hearing to set the 2017 tax millage rates. This hearing will be held prior to the regular Council meeting at 7:00 pm on Wednesday, June 14, 2017. A Public Hearing notice will be published informing the residents.
- **CHANGE ORDER #2 for 2017 PAVING PROJECT:** A Motion was made to approve Change Order #2 in the amount of \$34,009.59 from Reith Riley Construction Company, Inc. This is for milling and resurfacing Dewey Cannon Drive (from Maple Street, around the corner and down to Elm Street), and also includes Central Avenue to Elm Street and the parking lot at the southeast corner of South Elm and Central. Moved: Kramer Supported: Pappa Aye: Graziano, Kramer, Pappa, Zebell, Heemstra, Grosse Nay: None Absent: Capiak Abstain: None MOTION CARRIED.
- **FLAG DAY FIRE WORKS:** A Motion was made to allow the Flag Day committee to contract with the company "Night Magic" for a fireworks display beginning at dusk on Saturday, June 10<sup>th</sup> on the old pony league field behind the Legion hall and Horizon Bank. This request is contingent on the approval of the Fire Chief and the Police Chief, and upon proof of an additional 10 million dollar insurance policy naming the Village on it for this special event. Moved: Heemstra Supported: Zebell Aye: 6 Nay: 0 Absent: 1 Abstain: 0 MOTION CARRIED.
- **PERFORMANCE RESOLUTION – ANNUAL MDOT RIGHT-OF-WAY PERMIT:** A Motion was made to adopt the Performance Resolution for Governmental Agencies, an annual requirement by MDOT for a right-of way permit. This permit, for example, allows the Village to place their "Welcome to Three Oaks" signs in the State highway's right-of-way. Moved:

**Graziano Supported: Heemstra Aye: Graziano, Kramer, Pappa, Zebell, Heemstra, Grosse Nay: None Absent: Capiak Abstain: None MOTION CARRIED.**

- **PARKS & RECREATION BOARD:** The written minutes from the meeting held on May 1, 2017 were not yet available. The next meeting is scheduled for 7:00 pm on Monday, June 5, 2017.
- **PLANNING COMMISSION:** The regular meeting scheduled for May 2, 2017 was moved to Tuesday, May 9, 2017. There was not a quorum present at this meeting, so a special meeting was called for the following Tuesday, May 16, 2017 at 7:00 pm.
- **DDA BOARD:** There was not a quorum present at the meeting scheduled for May 10, 2017, therefore no meeting could be held and no minutes are available. The next meeting is scheduled for Wednesday, June 14, 2017.
- **VILLAGE MANAGER'S UPDATES:** Adam reported that the 1<sup>st</sup> training session for communities interested in becoming "redevelopment ready" was held in early May (he attended) and that there is a 2<sup>nd</sup> session coming up soon. A community must have a delegate attend both sessions in order to become certified with the State by October in order to qualify for grants.
- **VILLAGE PRESIDENT COMMENTS:** David Grosse reported that pamphlets are now available for the 150<sup>th</sup> anniversary celebration and that a great deal of money has been raised to fund the summer long celebration. He mentioned that Journeyman Distillery is planning to purchase additional adjacent property with plans for a major expansion. Dave also reported that Council had received a letter of resignation with the required 40 day notice from Village Manager, Adam Umbrasas. He suggested that Council make Adam's last day effective on May 26, 2017 and pay him the balance of his accrued, unused vacation days. **A Motion was made to accept, with reluctance, the resignation of Village Manager, Adam Umbrasas with an effective date of Friday, May 26, 2017 and the pay-out of his accrued, unused vacation time. Moved: Graziano Supported: Zebell Aye: Graziano, Kramer, Pappa, Zebell, Heemstra, Grosse Nay: None Absent: Capiak Abstain: None MOTION CARRIED.** As a result of Adam's resignation, there was discussion about appointing an interim manager while proceeding with the search for a new, permanent manager. Council will contact Michigan Municipal League (MML) and other search consultants to assist them in finding a replacement. It was suggested that David Grosse, Village President be appointed as the interim manager. **A Motion was made to appoint David Grosse, Village Council President, as the acting, interim Village Manager to assume all related duties effective May 27, 2017 at an additional salary of \$2,000.00 a month. Moved: Graziano Supported: Kramer Aye: Graziano, Kramer, Pappa, Zebell, Heemstra, Nay: None Absent: Capiak Abstain: Grosse MOTION CARRIED.**
- **AUDIENCE MEMBER, Bill Bielby,** resident and co-owner of Blais Designs, was assured that the Three Oaks Farmer's Market will remain in its traditional downtown parking lot spot for this summer. He was appreciative and relieved by that news, but still reminded Council that there is an immediate need for additional parking spaces within the downtown area. **Gene Svebakken,** resident and Planning Commission Chairman, expressed his appreciation to Adam Umbrasas for his support and leadership over the 4 years that he has been Village Manager.
- **MEETING ADJOURNED AT: 7:50 pm**

Submitted by:

Cynthia E. Moynihan,  
Three Oaks Village Clerk  
Minutes for the 05-10-17 Regular Council Meeting  
Were **APPROVED** at the 06-14-17 Council Meeting