

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, Heemstra, Grosse

Absent: Zebell

Approval of the Agenda as presented by the Village President. Moved: Heemstra Supported: Capiak 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 04-13-16 and the Special Council Meeting on 04-27-16, Approval of Invoices to be paid (\$44,898.50), Approval of Disbursements made from April 1 through April 30, 2016 (\$60,314.74), Approval of Prepays, and Payroll as paid (\$47,846.59), and Treasurer's Report. A Motion was made to approve all items on the Consent Agenda with the exception of the Special Council Meeting Minutes from 04-27-16. Those Minutes will be further reviewed and submitted for approval at the 06-08-16 Council Meeting. Moved: Heemstra Supported: Graziano Aye: 6 Nay: 0 Absent: 1 Abstain: 0 MOTION CARRIED.
- REVISED US12 WATER MAIN ESTIMATE: This item was tabled until the June meeting.
- PRESENTATION of KEY to the CITY to MISS THREE OAKS, LEXIE OLSON: Dave Grosse, Village President, presented the Key to the City to Miss Three Oaks, Lexie Olson. She said that she was grateful for the opportunity to represent Three Oaks and thanked the Village for the plaque. Gail Freehling, Queen Committee Chairwoman, gave a brief overview of the history of the Three Oaks queen pageant.
- DDA APPOINTMENT of GARRETT RAGLAND: A Motion was made to appointment Garrett Ragland to the DDA Board. Moved: Capiak Supported: Heemstra Aye: 6 Nay: 0 Absent: 1 Abstain: 0 MOTION CARRIED.
- APPOINT CHIEF FINANCIAL OFFICER for the 2016-2017 BUDGET: A Motion was made to appoint Adam Umbrasas, Village Manager, the Chief Financial Officer for the 2016-2017 budget. He will be responsible for receiving budget requests from department heads and assembling the budget. Moved: Kramer Supported: Capiak Aye: 6 Nay: 0 Absent: 1 Abstain: 0 MOTION CARRIED.
- ANNUAL BUDGET POLICY STATEMENT for the BUDGET YEAR ENDING 09-30-17: Per Ordinance #169, the Chief Administrative Officer, Adam Umbrasas, must send a budget policy statement to each officer, department, committee, commission and board of the Village on or before May 1st of each year. Budget estimates for the 2016-2017 fiscal year from all department heads and committees and boards should be returned to Adam no later than June 20, 2016.
- RESOLUTION #05-2016-2 – A RESOLUTION AUTHORIZING the VILLAGE of THREE OAKS to COLLECT DELINQUENT TAXES: Under previous state law, property taxes that were delinquent had to be paid (along with any interest and penalties) to the Berrien County Treasurer. Now, Villages are able to directly collect delinquent taxes and any applicable interest and penalties. This is more convenient for the property owners, and also allows the Village to receive the additional funds, rather than Berrien County. A Motion was made to approve Resolution #05-2016-2, a Resolution to authorize the Village of Three Oaks to collect delinquent property taxes and all applicable penalties and interest. Moved: Capiak Supported: Heemstra Aye: Capiak, Graziano, Kramer, Pappa, Heemstra, Grosse Nay: None Absent: Zebell Abstain: None MOTION CARRIED
- RESOLUTION #05-2016-1 – A RESOLUTION to SET the 2016 TAX MILLAGE: A Motion was made to approve Resolution #05-2016-1, a Resolution to set the 2016 millage rate at 9.1090 mills for General Operations and 3.6434 mills for Streets. This results in no increase from the 2015 millage rate. Moved: Heemstra Supported: Kramer Aye: Capiak, Graziano, Kramer, Pappa, Heemstra, Grosse Nay: None Absent: Zebell Abstain: None MOTION CARRIED.
- RESOLUTION #05-2016-3 – A RESOLUTION to RECLASSIFY DEWEY CANNON DRIVE to the LOCAL STREET SYSTEM under ACT 51 P.A. 1951. At a regular Council meeting on February

10, 2016 Resolution #02-2016-1 was approved to add Dewey Cannon Drive to the local street system in order to receive additional funding under ACT 51 P.A. 1951. However, the legal description of the street was on an attachment that was sent to the State and it is required to be a part of the resolution itself. Therefore, a new resolution needs to be approved. **A Motion was made to approve Resolution #05-2016-3, a Resolution to add Dewey Cannon Drive to the local street system for the purpose of obtaining funds under ACT 51 P.A. 1951. Moved: Capiak Supported: Graziano Aye: Capiak, Graziano, Kramer, Pappa, Heemstra, Grosse Nay: None Absent: Zebell Abstain: None MOTION CARRIED.**

- **ADDITIONAL FLAG DAY REQUEST:** Brittany DeRider, (on behalf of the Flag Day committee) requested approval for a fireworks display on Saturday, June 11, 2016. She said that they are estimating the cost of approximately \$3,500 for the display and propose holding the fireworks on the old pony league field behind the Legion hall and Horizon Bank. Council approved the request, contingent on the approval of Fire Chief and the property owners. Also, the fireworks company will have to name the Village on an insurance policy for this event on 06-11-16. Brittany replied that she will get those approvals and the proof of insurance.
- **DEPARTMENT HEAD BONUSES:** A Motion was made to award bonuses to the DPW Department Head, Clay Ackerman and Police Chief, Dennis Buller in the amount of \$3,000.00 each and to the Water/Sewer Department Head, Bruce Hauch in the amount of \$1,500.00. Moved: Pappa Supported: Graziano Aye: Capiak, Graziano, Kramer, Pappa, Heemstra, Grosse Nay: None Absent: Zebell Abstain: None MOTION CARRIED. A Motion was made to award bonuses to the Village Clerk, Cynthia Moynihan and Village Treasurer, Lois Jones in the amount of \$500.00 each. Moved: Capiak Moved: Heemstra Aye: Capiak, Graziano, Kramer, Pappa, Heemstra, Grosse Nay: None Absent: Zebell Abstain: None MOTION CARRIED.
- **PARKS & RECREATION BOARD:** The written minutes from the May 2, 2016 meeting were not yet available. The next meeting is scheduled for Monday, June 6, 2016 at 7:00 pm. Darlene Heemstra did report that the bicycle statute has been named "Bicycle Bob" and that the Calvary Tabernacle Church donated many, many flowers to the Village to be used in the various Parks and downtown areas. This donation is very much appreciated by the Village.
- **PLANNING COMMISSION:** The meeting for May 3, 2016 was cancelled. The next meeting is scheduled for Tuesday, June 7, 2016 at 7:00 pm.
- **DDA BOARD:** The written minutes from the May 4, 2016 meeting were not yet available. The next meeting is scheduled for Wednesday, June 1, 2016 at 5:30 pm..
- **VILLAGE MANAGER'S UPDATES:** Adam Umbrasas reported that he will be attending a "Redevelopment Ready" training meeting in Grayling on June 7 & 8th, that he is beginning work on the 2016-2017 budget, that notices soliciting bids for the micro-sealing projects have been advertised and that the website is close to being "live".
- **VILLAGE PRESIDENT COMMENTS:** David Grosse announced to Council that the entire Watkins Park loan has now been paid off – the final check was hand delivered to the County last week. He also reported that the code enforcement officer is addressing the issue of grass clippings in the streets.
- **COUNCIL COMMENT: Council Member, John Pappa** asked Adam to get a quote for the cost of a new water main at the location of the Senior Housing site. **Council Member, Steve Graziano** asked which Council members were up for election this year and what the final date was for turning in signed petitions.
- **AUDIENCE COMMENT: Audience Member, Shawn Murphy** asked why he seemed to be singled out for being cited for violations when neighbors are also clearly in violation of certain ordinances. Adam will meet with him to go over his concerns.
- **MEETING ADJOURNED AT 7:52 pm.**
Submitted by:

Cynthia E. Moynihan,
Three Oaks Village Clerk
Minutes for the 05-11-16 Regular Council Meeting
Were **APPROVED** at the 06-08-16 Council Meeting