

**VILLAGE OF THREE OAKS REGULAR COUNCIL MEETING – DATE: 07-11-18**

**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, Heemstra, Grosse**

**Absent: None**

**Approval of the Agenda as presented by the Village Council President. Moved: Capiak Supported: Graziano 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 from the Regular Council Meeting held on 06-13-18; Acceptance of the 06-05-18 Planning Commission Minutes and the 06-06-18 DDA Board Minutes. Approval of Invoices to be paid (\$77,045.23), Approval of Disbursements made from June 1 through June 30, 2018 (\$90,931.45), and Approval of Prepays, and Payroll as paid (\$62,970.54). Moved: Kramer Supported: Heemstra Aye: 7 Nay: 0 Absent: 0 Abstain: 0 MOTION CARRIED.**

**NOTE:** Kelly Priede introduced herself to the Council and audience members stating that she is running for State Representative in the 78<sup>th</sup> district. She is focusing on re-defining education, changing the laws governing auto insurance rates, and improving roads.

- **INFRASTRUCTURE ALTERNATIVES, INC. (IAI) – WATER & SEWER SERVICE CONTRACT PROPOSAL:** IAI submitted a (1) year proposal to operate, manage and maintain the Water and Sewer systems for the Village. A review of their services will be conducted after 8 months. In addition to the day-to-day operations of the Water/Sewer systems, they propose to do a complete inventory and assessment of all equipment and facilities within the first 90 days at no additional cost. Everything will be inspected and cataloged resulting in a plan of action for correcting the deficiencies and improving the overall facility performance. They will have one employee on site (with additional help and back-up as needed), and will submit a weekly summary report to Mike Greene, Village Manager. **A Motion was made to approve the contract with IAI for (1) one year to operate, manage and maintain the Water and Sewer Systems for the Village at an annual cost of \$129,500.00. A Review will be conducted at (8) months to determine if the contract will be extended for additional years. Moved: Pappa Supported: Kramer Aye: Capiak, Graziano, Kramer, Pappa, Zebell, Heemstra, Grosse Nay: None Absent: None Abstain: None MOTION CARRIED.**
- **SET PUBLIC HEARING DATE to PRESENT the FISCAL YEAR 2018-2019 BUDGET:** A Public Hearing must be held to present the final version of the proposed 2018-2019 budget prior to it being adopted by the Council. It was decided that the Public Hearing would be held on Wednesday, September 12, 2018 at 7:00 pm prior to the regular council meeting.
- **REQUEST for LIQUOR LICENSE for WURSTFEST on SEPTEMBER 22, 2018:** The sixth annual Wurstfest festival is scheduled for Saturday, September 22, 2018 from noon until 7:00 pm. Cathi Rogers, owner of Blackbook Connection, LLC (who is managing the festival), has asked for Council approval prior to submitting the request to the State for a (1) one day beer/wine/cider liquor license. This is pending the approval of Police Chief, Dennis Buller, and documentation of the proper bonds and insurance being in effect for the event on 09-22-18. **A Motion was made to support the request to the State of Michigan for a one day beer/wine/cider liquor license for Wurstfest for September 22, 2018 pending the approval of Police Chief, Dennis Buller and proper documentation of bonds and insurance being in effect for that date. Moved: Graziano Supported: Heemstra Aye: 7 Nay: 0 Absent: 0 Abstain: 0 MOTION CARRIED.**
- **AEP – DISTRIBUTION EASEMENT REQUEST:** AEP has requested a Distribution Easement for the proposed installation of electric facilities on Generations Drive. This easement will allow them to move (3) three electrical lines within the Village's property line along Generations Drive. **A Motion was made to grant a Distribution Easement on Generations Drive as requested by AEP. Moved: Graziano Supported: Capiak Aye: Capiak, Graziano, Kramer, Pappa, Zebell, Heemstra, Grosse Nay: None Absent: None Abstain: None MOTION CARRIED.**
- **MOORE & BRUGGINK – WASTE CHARACTERIZATION PROPOSAL:** Moore & Bruggink, Inc. submitted a proposal to the Village which includes wastewater testing throughout the Village's collection district, will establish loadings on the treatment system, present treatment process

alternatives for the rehabilitation of the lagoons and draft submittal documents for an Industrial Pretreatment Program (IPP) for approval by the Michigan Department of Environmental Quality (MEDQ). They estimate a 90 day timeline and the cost is not to exceed \$44,200.00. **A Motion was made to approve the Waste Characterization proposal by Moore & Bruggink, Inc. with an estimated timeline of 90 days until completion and the cost not to exceed \$44,200.00. Moved Pappa Supported: Heemstra Aye: Capiak, Graziano, Kramer, Pappa, Zebell, Heemstra, Grosse Nay: None Absent: None Abstain: None MOTION CARRIED.**

- **PARKS & RECREATION BOARD:** The meeting held on July 2, 2018 did not have a quorum in attendance, so no business was able to be conducted. The next meeting is scheduled for 7:00 pm on Monday, August 6, 2018.
- **PLANNING COMMISSION:** The minutes from the July 10, 2018 meeting were not yet available. The next meeting is scheduled for 7:00 pm on Tuesday, August 7, 2018. Council member, Darlene Heemstra stated that work has begun on the process of updating the Master Plan. She asked for public input from the Village residents and stated that this is their opportunity to help shape the vision for the future of Three Oaks. There is going to be a “hot dog” event held at Dewey Cannon Park on August 11<sup>th</sup> prior to “Music in the Park”. Surveys will be distributed then.
- **DDA BOARD:** The July meeting was held just prior to the Council meeting tonight, July 11<sup>th</sup>, so minutes were not available. The next meeting is scheduled for 5:30 pm on Wednesday, August 1, 2018.
- **VILLAGE MANAGER’S UPDATES:** Mike Greene, Village Manager, reported that Journeyman Distillery has agreed to stop discharging into our wastewater system effective Monday, July 9<sup>th</sup>; that Walsh & Kelly is scheduled to finish up all work on the streets and Generations Drive by the end of the week and he will present the proposed budget for the fiscal year 2018-2019... He also said that he would be attending a MML Executives Summer Workshop from Tuesday, July 17<sup>th</sup> thru Friday, July 20<sup>th</sup> in Charlevoix, MI.
- **VILLAGE PRESIDENT’S UPDATES:** Dave Grosse stated that it was time for the 1st annual evaluation of Village Manager, Mike Greene. The evaluation forms were given to Council members and they were asked to return them by August 3<sup>rd</sup> to either him or Cheryl Capiak.
- **AUDIENCE MEMBER, Leo Jovanovich** asked at what stage the Village was at in regards to the status of enforcement with MDEQ. He had information saying that the state was writing a consent order that the Village would have to comply with. The current consent order on file with the State is from 2001 (according to him). Mike indicated that he would into this as he was not aware of it. **Audience Member, Kim Pruitt** asked if there was grant research going on to seek funding for the needed infrastructure improvements; if the Village was actively planning for the future and if the proposed budget would be available on-line. She also addressed the on-going concern of speeding on Elm Street. **Audience Member, Colleen Newquist** said that Journeyman has created good jobs in the Village and has great potential to develop into an even larger business so it is important for the Village to continue to work with them. Additional audience members asked what other commercial properties were discharging into the sewer lagoons, and if an IPP allows industrial waste, and would an IPP create additional capacity for the Village in regards to future growth.
- **MEETING ADJOURNED AT: 8:15 pm**

Submitted by:

Cynthia E. Moynihan,  
Three Oaks Village Clerk  
Minutes for the 07-11-18 Council Meeting  
Were **APPROVED** at the 08-08-18 Council Meeting