

VILLAGE OF LAKE ODESSA

MINUTES

REGULAR COUNCIL MEETING

DECEMBER 19, 2022

PAGE MEMORIAL BUILDING

839 FOURTH AVENUE

LAKE ODESSA, MICHIGAN 48849

Meeting called to order at 7:00 pm by Village President Banks.

ROLL CALL

Council present: President Karen Banks, Trustee Michael Brighton, Trustee Carrie Johnson, Trustee Terri Cappon, Trustee Jennifer Hickey, Trustee Martha Yoder, Trustee Robert Young

Absent: None

Staff present: Patrick Reagan, Kathy Forman,

Visitors present: Robert Green, Marcia Cornell

APPROVAL OF THE AGENDA

Motion by Young, supported by Johnson, to approve the agenda as submitted. Motion carried, 7-0.

PUBLIC COMMENT ON AGENDA ITEMS

- Robert Green spoke about the need for downtown parking.

MINUTES

Motion by Cappon, supported by Hickey, to approve the minutes from the November 21, 2022 regular Council meeting. Voice vote was called for by Banks. All ayes. Motion carried, 7-0.

Motion by Yoder, supported by Brighton, to approve the minutes from the December 8, 2022 special Council meeting. Voice vote was called for by Banks. All ayes. Motion carried, 7-0.

BILLS

Motion by Cappon, supported by Hickey, to approve expenditures equal to or less than \$3,000.00 for the period 11/1/2022 thru 11/30/2022 Motion carried, 7-0.

Motion by Johnson, supported by Yoder, to approve bills in excess of \$3,000.00 each. Voice vote was called for by Banks. All ayes. Motion carried, 7-0.

CONSENT AGENDA

- a) Lake Odessa Zoning Administrator Monthly Report
- b) Lakewood Recreational Authority – November 2022 Meeting Minutes

- c) Lake Odessa Area Arts Commission – October 2022 Meeting Minutes
- d) Lakewood Wastewater Authority – October 2022 Minutes

Motion by Hickey, supported by Cappon, to approve the consent agenda. Motion carried, 7-0.

DEPARTMENTAL REPORTS

- Manager’s Report: Reagan gave overview of report and business on the agenda.
- DPW: Report submitted.
- Police: Report submitted.
- Finance: Report submitted.

COMMITTEE REPORTS:

- Personnel/Finance Committee: No report
- Recreation/ Special Projects Committee: No report
- UTV Committee: Brighton stated that Village Manager Reagan will be writing a first draft of a proposed ordinance for UTV’s on Village streets and that, once written and reviewed, this draft will then be moved to the Village’s legal counsel for review. Banks asked if any effort had been put into contacting communities that have already passed a UTV ordinance and what their experiences have been. No work has been done to accomplish this as of yet.

PRESENTATIONS

Village of Lake Odessa Compensation and Classification Study – Marcia Cornell

Cornell reviewed the classification and compensation study performed for the Village by the Michigan Municipal League.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

- a) Proposed Resolution 2022-63: Approval to Authorize Mandatory Payroll Direct Deposit for Village of Lake Odessa Employees and Elected Officials

Motion by Young, supported by Yoder, to approve proposed resolution 2022-63: Banks called for a roll call vote. Yes: Young, Yoder, Johnson, Cappon, Brighton, Hickey, Banks; No: None; Absent: None; Abstain: None. Motion passed, 7-0.

- b) Proposed Resolution 2022-64: Approving the Purchase of a 2022 Ford Police Interceptor through the MiDeal Program for the Lake Odessa Police Department

Motion by Young, supported by Hickey, to approve proposed resolution 2022-64. Banks called for a roll call vote. Yes: Young, Hickey, Brighton, Cappon, Johnson, Yoder, Banks; No: None; Absent: None; Abstain: None. Motion passed, 7-0.

- c) Proposed Resolution 2022-65: Approving a Contribution Of \$500.00 to the Lakewood Recreational Authority

Motion by Young, supported by Brighton, to approve proposed resolution 2022-65. Banks called for a roll call vote. Yes: Young, Hickey, Brighton, Cappon, Johnson, Yoder, Banks; No: None; Absent: None; Abstain: None. Motion passed, 7-0.

d) Proposed Resolution 2022-66: Approving, Authorizing, and Directing the Village President to Sign a Memorandum of Understanding to Allow Participation in a Low-Income Household Water Assistance Program

Motion by Young, supported by Cappon, to approve proposed resolution proposed resolution 2022-66. Banks called for a roll call vote. Yes: Young, Cappon, Johnson, Hickey, Brighton, Yoder, Banks; No: None; Absent: None; Abstain: None. Motion passed, 7-0.

e) Proposed Resolution 2022-67: Approving the Forwarding of a Proposed Zoning Ordinance Amendment to the Village's Planning Commission for Study, the Holding of a Public Hearing, and Recommendation

Motion by Cappon, supported by Brighton, to approve proposed resolution 2022-67. Banks called for a roll call vote. Yes: Cappon, Brighton, Yoder, Hickey, Johnson, Young, Banks; No: None; Absent: None; Abstain: None. Motion passed, 7-0.

f) Approval of the 2023 Village of Lake Odessa Council Meeting Schedule

Motion by Young, supported by Johnson, to approve the proposed 2023 Village of Lake Odessa Council Meeting Schedule. Banks called for a voice vote. All ayes. Motion passed, 7-0.

g) Approval of budget amendments as submitted.

Motion by Brighton, supported by Young, to approve the proposed budget amendments as submitted by the Village Treasurer. Banks called for a voice vote. All ayes. Motion passed, 7-0.

h) Approval for the Village Council to Move into Closed Session for the Purpose of Discussing the Village Manager's Annual Evaluation after Second Public Comment Period (*Requires a 2/3 Roll Call Vote*)

Banks called for this item to be moved to after the second public comment section.

MISCELLANEOUS CORRESPONDENCE

a) Consumers Energy – “Consumers Energy Provides \$7.25 Million to Help Michiganders with Winter Heating Bills”

TRUSTEE COMMENTS

Johnson – No comment.

Cappon – No comment.

Hickey – No comment.

Brighton – No comment.

Yoder – asked Reagan to thank the DPW for their hard work before, during, and after the Christmas Parade.

Banks – Wished everyone a Merry Christmas, Happy New Year, and safe travels throughout the holiday season.

PUBLIC COMMENT

No public comment was heard.

- h) Approval for the Village Council to Move into Closed Session for the Purpose of Discussing the Village Manager’s Annual Evaluation after Second Public Comment Period (*Requires a 2/3 Roll Call Vote*)

Motion by Young, supported by Johnson, to move into closed session for the purpose of discussing the Village Manager’s annual evaluation. Banks called for a roll call vote. Yes: Young, Johnson, Hickey, Yoder, Brighton, Cappon, Banks; No: None; Absent: None; Abstain: None. Motion passed, 7-0.

Council moved into closed session at 8:15 pm.

Council returned to open session at 8:50 pm.

Motion by Young, supported by Cappon, to approve and accept the Manager’s annual evaluation, with a score of 3.2 out of a possible 4. Banks called for a voice vote. All ayes. Motion passed, 7-0.

Motion by Yoder, supported by Johnson, to approve a 2.5% increase of the Manager’s salary, retroactive to March 1, 2022. Banks called for a voice vote. All ayes. Motion passed, 7-0.

Motion by Cappon, supported by Brighton, to approve a \$10,000 stipend to the Village Manager for his work performing the Village Clerk duties over the past year. Banks called for a voice vote. All ayes. Motion passed, 7-0.

Motion by Young, supported by Brighton, to accept the letter of resignation from Village Manager/ Clerk Patrick Reagan, effective January 27, 2023. Banks called for a voice vote. All ayes. Motion passed, 7-0.

Motion by Brighton, supported by Cappon, to approve naming Kathy Forman as the Village Clerk, in addition to her duties as Village Treasurer. Banks called for a voice vote. All ayes. Motion passed, 7-0.

ADJOURNMENT

Motion by Young, supported by Hickey, to adjourn the meeting. Motion carried by voice vote of members present, 7-0.

Meeting adjourned at 8:58 pm.

Respectfully submitted,

Patrick T. Reagan
Village Manager/ Village Clerk