

VILLAGE OF LAKE ODESSA
MINUTES
REGULAR COUNCIL MEETING
October 18, 2021
PAGE MEMROIAL 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, President Pro Tem Mel McCloud, Trustee Carrie Johnson, Trustee Jennifer Hickey, Trustee Michael Brighton, Trustee Terri Cappon

Absent: Trustee Robert Young

Staff present: Patrick Reagan, Kathy Forman, Jesse Trout

Visitors present: James Gemell, Lakewood News

APPROVAL OF THE AGENDA

Motion by McCloud, support by Cappon, to approve the agenda as submitted. Motion carried unanimously by voice vote of members present, 6-0.

PUBLIC COMMENT ON AGENDA ITEMS

There was no public comment.

MINUTES

Motion by Johnson, support by Hickey, to approve the minutes from the following meetings:

- a) Minutes from the regular Council meeting on September 20, 2021

Motion carried unanimously by voice vote of members present, 6-0.

BILLS

Motion by McCloud, supported by Johnson, to approve expenditures equal to or less than \$3,000.00 for the period 9/1/2021 thru 9/30/2021. A roll call vote was called for by President Banks. Ayes: McCloud, Cappon, Johnson, Hickey, Brighton, Banks; No: None. Abstain: None; Absent: Young. Motion passes unanimously by members present, 6-0.

Motion by Cappon, supported by Brighton, to approve the bills in excess of \$3,000 as submitted. A roll call vote was called for by President Banks. Aye: Cappon, Brighton, Johnson, Hickey, McCloud, Banks; No: None; Abstain: None; Absent: Young. Motion passes unanimously by members present, 6-0.

CONSENT AGENDA

Motion by McCloud, supported by Johnson, to approve the consent agenda, as follows:

- a) Lake Odessa Zoning Administrator Monthly Report
- b) Lakewood Recreational Authority – September 2021 Minutes
- c) Lake Odessa Area Arts Commission – September 2021 minutes

A roll call vote was called for by President Banks. Aye: McCloud, Johnson, Brighton, Hickey, Cappon, Banks; No: None; Abstain: None; Absent: Young. Motion passes unanimously by members present, 6-0.

DEPARTMENTAL REPORTS

Manager's Report: Reagan discussed New Business items on the agenda.

DPW: Report submitted.

Police: Report submitted.

Finance: Report submitted.

COMMITTEE REPORTS:

Personnel/Finance Committee: Banks noted that the P&F Committee has the materials ready for the Village Manager's evaluation. Banks will be placing them in Council members mail slots on 10/19/21. These will be due back to the P&F Committee by November 1, 2021. Banks thanked Trout and Reagan for their work on updating the Village employee handbook.

Recreation/ Special Projects Committee: The Recreation and Special Projects Committee met and discussed the update of the Village's Recreation Plan. This committee will be meeting again on October 21, 2021 via Zoom.

Website Committee: This committee has met with Municode and the website is coming along. Initial mockups of the new website look good though there is a long way to go before it is completed. Trustee Brighton asked of the Council who may have some good pictures of the community, to please feel free to share them as pictures are needed.

PRESENTATIONS/ LEGISLATIVE UPDATE

- a) Mark Stoor, GEI Consultants – due to illness, Stoor was unable to attend. Stoor will update the Council at the November meeting.

PUBLIC HEARINGS

There were no public hearings.

DISCUSSION ITEMS

- a) None

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

Consideration of Bill #21-02: An Ordinance to Amend Chapter 36 of the Code of Ordinances of the Village of Lake Odessa

Motion by Johnson, supported by Cappon, to approve Bill #21-02: An Ordinance to Amend Chapter 36 of the Code of Ordinances of the Village of Lake Odessa

Roll call vote. Yes: Johnson, Cappon, Brighton, McCloud, Hickey, Banks; No: None; Absent: Young; Abstain: None. Motion passed unanimously, 6-0.

Consideration of Bill #21-03: An Ordinance to Amend the Code of Ordinances of the Village of Lake Odessa by Adding Sections 2-31 Through 2-33

Motion by Cappon, supported by Hickey, to approve Bill #21-03: An Ordinance to Amend the Code of Ordinances of the Village of Lake Odessa by Adding Sections 2-31 Through 2-

33: Roll call vote. Yes: Cappon, Johnson, Brighton, McCloud, Hickey, Banks; No: None; Absent: Young; Abstain: None. Motion passed unanimously, 6-0.

Proposed Resolution 2021-50: Approving the Recommendation from the Downtown Development Authority Board of Directors to Create a Permanent Four-Way Stop at the Intersection of Fourth Avenue and Second Street in Downtown Lake Odessa

Motion by Johnson, supported by Cappon, to approve Resolution 2021-50.

Roll call vote. Yes: Johnson, Cappon, Brighton, McCloud, Hickey, Banks; No: None; Absent: Young; Abstain: None. Motion passed unanimously, 6-0.

Proposed Resolution 2021-51: Approving Weekend “On-Call” Pay for the Department of Public Works

Motion by McCloud, supported by Brighton, to approve Proposed Resolution 2021-51. Roll

call vote. Yes: McCloud, Brighton, Cappon, Johnson, Hickey, Banks; No: None; Absent: Young; Abstain: None. Motion passed unanimously, 6-0.

Proposed Resolution 2021-52: Approving an Annual Employee Stipend for Earning and Maintaining Approved Limited Water Treatment and Distribution System Water Licensing

Motion by Brighton, supported by Johnson, to approve Proposed Resolution 2021-52. Roll

call vote. Yes: Brighton, Johnson, Hickey, McCloud, Cappon, Banks; No: None; Absent: Young; Abstain: None. Motion passed unanimously, 6-0.

Proposed Resolution 2021-53: Approving the Revised Handbook for Village Employees

Motion by McCloud, supported by Cappon, to approve Proposed Resolution 2021-53. Roll

call vote. Yes: McCloud, Cappon, Johnson, Hickey, Brighton, Banks; No: None; Absent: Young; Abstain: None. Motion passed unanimously, 6-0.

Proposed Resolution 2021-54: Approving Change Order #5 the Water Main Improvement Project on Pearl, Pleasant, Ionia, And Emerson Streets

Motion by Cappon, supported by Johnson, to approve Proposed Resolution 2021-54. Roll call vote. Yes: Cappon, Johnson, Hickey, McCloud, Brighton, Banks; No: None; Absent: Young; Abstain: None. Motion passed unanimously, 6-0.

Proposed Resolution 2021-55: Approving Pay Application #5 from Service-Disabled Veteran's General Contracting (SDVGC) for the Water Main Improvement Project on Pearl, Pleasant, Ionia, And Emerson Streets

Motion by McCloud, supported by Johnson, to approve Proposed Resolution 2021-55. Roll call vote. Yes: McCloud, Johnson, Brighton, Cappon, Hickey, Banks; No: None; Absent: Young; Abstain: None. Motion passed unanimously, 6-0.

Proposed Resolution 2021-56: Approving the Establishment of Compensation and Expense Reimbursement for the Village President and Village Trustees

Motion by McCloud, supported by Hickey, to approve Proposed Resolution 2021-56. Banks called for discussion. Village Manager Reagan asked how staff should proceed with the absence of Young, as he received no notification of Young's absence and Young was therefore not excused for this meeting by the Village Council. Discussion was had. Under the current system, unexcused Council Members that miss meetings are not paid. Reagan was instructed to have his staff continue this policy for tonight's meeting and this resolution, if passed, will be the policy from this point forward.

Roll call vote. Yes: McCloud, Hickey, Johnson, Brighton, Cappon, Banks; No: None; Absent: Young; Abstain: None. Motion passed unanimously, 6-0.

MISCELLANEOUS CORRESPONDENCE

a) None

TRUSTEE COMMENTS

Johnson – No comment.

Hickey – No comment.

McCloud – wished everyone a safe and happy Halloween.

Brighton – No comment.

Cappon – No comment

Banks – No comment.

PUBLIC COMMENT

None

ADJOURNMENT

Motion by Johnson, supported by Cappon, to adjourn the meeting at 7:45 pm, Motion carried by voice vote of members present, 6-0.

Meeting adjourned at 7:45 pm.

Respectfully submitted,

Patrick T. Reagan
Village Manager/ Village Clerk