

VILLAGE OF LAKE ODESSA
MINUTES
REGULAR COUNCIL MEETING
FEBRUARY 17, 2025
PAGE MEMORIAL BUILDING
839 FOURTH AVENUE
LAKE ODESSA, MICHIGAN 48849

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

ROLL CALL

Council present: President Karen Banks, Trustee Mike Brighton, Trustee Ben DeJong, Trustee Roy Halfmann, Trustee Martha Yoder

Council absent: Trustee Terri Cappon and Trustee Bob Green

Staff present: Manager Gregg Guetschow, Clerk/Treasurer Kathy Forman

APPROVAL OF THE AGENDA

Motion by DeJong, supported by Halfmann, to approve the agenda as amended. All ayes; motion carried 5-0.

PUBLIC COMMENT

None

MINUTES

Motion by Yoder, supported by Brighton, to approve the minutes from the regular Village Council meeting of January 22, 2025 and the Village Council Budget Workshop of February 3, 2025. All ayes; motion carried 5-0.

BILLS

Motion by Brighton, supported by Halfmann, to approve expenditures equal to or less than \$3,000.00 for the period 1/1/2025 through 1/31/2025. All ayes; motion carried 5-0.

Motion by DeJong, supported by Yoder, to approve bills in excess of \$3,000 as submitted. All ayes; motion carried 5-0.

CONSENT AGENDA

Motion by Brighton, supported by Halfmann, to accept the following items and place them on file:

- a. Minutes from the Lake Odessa Area Arts Commission regular meeting of November 11, 2024
- b. Minutes from the Lake Odessa Area Arts Commission special meeting of December 30, 2024
- c. Minutes from the Planning Commission regular meeting of November 25, 2024

All ayes; motion carried 5-0.

DEPARTMENTAL REPORTS

Village Manager: Report submitted.
Police Department: Report submitted.
Department of Public Works: Report submitted.
Finance: Report Submitted.
Zoning: Report submitted.

PUBLIC HEARING

Motion by DeJong, supported by Brighton, to open the Public Hearing regarding the Proposed Village of Lake Odessa Budget. All ayes; motion carried 5-0.

The public hearing was opened at 7:06 pm.

President Banks asked for public comment and none was heard. Public Hearing was noticed per state law and no public comment has been received.

Motion by Yoder, supported by Brighton, to close the Public Hearing. All ayes; motion carried 5-0.

The Public Hearing was closed at 7:06 pm.

NEW BUSINESS

- a) Proposed Resolution 2025-05: Approving and Adopting the Village of Lake Odessa General Appropriations Act for Fiscal Year 2025-26.

Motion by Yoder, supported by DeJong, to adopt proposed Resolution 2025-05. Banks called for a roll call vote. Yes: Yoder, DeJong, Brighton, Halfmann, Banks; No: None; Absent: Cappon, Green; Abstain: None. Resolution adopted 5-0.

- b) Proposed Resolution 2025-06: Adopting the Budget for Fiscal Year 2025-26 for the Village of Lake Odessa.

Motion by Brighton, supported by Halfmann, to adopt proposed Resolution 2025-06. Banks called for a roll call vote. Yes: Brighton, Halfmann, DeJong, Yoder, Banks; No: None; Absent: Cappon, Green; Abstain: None. Resolution adopted 5-0.

- c) Proposed Resolution 2025-07: Approving and Adopting the Village of Lake Odessa Capital Improvement Plan for Fiscal Year 2025-26.

Motion by Yoder, supported by Halfmann, to adopt proposed Resolution 2025-07. Banks called for a roll call vote. Yes: Yoder, Halfmann, Brighton, DeJong, Banks; No: None; Absent: Cappon Green; Abstain: None. Resolution adopted 5-0.

- d) Proposed Resolution 2025-08: Authorizing Purchase of Zero Turn Mower and Disposal of Old Mower through Auction.

Motion by DeJong, supported by Halfmann, to adopt proposed Resolution 2025-08. Banks called for a roll call vote. Yes: DeJong, Halfmann, Brighton, Yoder, Banks; No: None; Absent: Cappon Green; Abstain: None. Resolution adopted 5-0.

- e) Proposed Resolution 2025-09: Accepting a Proposal from Wightman and Associates for Conduction a Water Reliability Study

Motion by Brighton, supported by Yoder, to adopt proposed Resolution 2025-09. Banks called for a roll call vote. Yes: Brighton, Yoder, DeJong, Halfmann, Banks; No: None; Absent: Cappon Green; Abstain: None. Resolution adopted 5-0.

f) Village Manager Apprentice Job Profile

Discussed forming an ad hoc committee to develop a job profile for the new Deputy Village Manager position. President Banks recommends appointing Trustee Halfmann and Trustee Yoder to the committee along with Village Manager Guetschow and herself. They would create the profile and bring it to council at the March 17, 2025 regular meeting.

Motion by Brighton, supported by Halfmann to form an ad hoc committee of President Banks, Trustee Halfmann, Trustee Yoder and Village Manager Guetschow to create the profile for the Deputy Village Manager position. All ayes; motion carried 5-0.

MISCELLANEOUS CORRESPONDENCE

None

TRUSTEE COMMENTS

Banks – None

Brighton – None

DeJong – Felt the budget adoption went smoothly because of the work during the budget workshop.

Halfmann – None

Yoder – Thanked Village Manager Guetschow and department heads for a professional budget document.

PUBLIC COMMENT

None

ADJOURNMENT

Motion by Yoder, supported by Brighton, to adjourn the meeting. All ayes: motion carried 5-0.

Meeting adjourned at 7:15 pm.

Respectfully submitted,

Kathy S. Forman

Village Clerk / Treasurer