



**PROPOSED REVISED AGENDA
REGULAR MEETING OF THE LAKE ODESSA VILLAGE COUNCIL**

March 16, 2020 - 7:00 P.M.

Page Memorial Building
Village Council Chambers
839 Fourth Avenue, Lake Odessa, Michigan 48849

I. Call to Order

II. Pledge of Allegiance

III. Roll Call

IV. Approval of Agenda

V. Citizen Comment on Agenda Items:

Under the Open Meetings Act, any citizen may come forward at this time and make comment on items that appear on the agenda. Comments will be limited to five minutes per person. Anyone who would like to speak shall state his/her name and address for the record. Remarks should be confined to the question at hand and addressed to the chair in a courteous tone. No person shall have the right to speak more than once on any particular subject until all other persons wishing to be heard on that subject have had the opportunity to speak.

VI. Minutes: To approve regular meeting minutes for February 17, 2020 meeting minutes

VII. Bills:

- a) Approve bills equal to or less than \$3,000.00 each from 2/1//2020 to 2/29/2020
- b) Approve bills in excess of \$3,000.00 each, including:
 - 1. GEI Consultants – Street Project Engineering -- \$26,059.93 (*Paid*)
 - 2. Motorola Solutions – Police Radios -- \$19,089.00 (*Paid*)
 - 3. USDA – Bond Payment -- \$36,813.47 (*Paid*)
 - 4. ProComm – Police Vehicle Outfitting -- \$18,047.50 (*Paid*)
 - 5. Miller Johnson – Legal Services -- \$6,349.51 (*Paid*)

VIII. Consent Agenda

The following consent agenda will normally be adopted without discussion; however, at the request of any council member, any item may be removed from the consent agenda for discussion.

Reports and Minutes: To accept and file the following:

- a) Lake Odessa Zoning Administrator Monthly Report

- b) Lake Odessa DDA Minutes – January 2020
- c) LOAAC Minutes – January 2020
- d) Village Monthly Fuel Purchases

IX. Departmental Reports:

- a) Village Manager’s Report
- b) Police Department
- c) Department of Public Works
- d) Finance Report

X. Committee Reports

- a) Personnel / Finance Committee
- b) Recreation / Special Projects Committee

XI. Presentations

- a) None

XII. Discussion Items

- a) None

XIII. Public Hearing

- a) None

XIV. Unfinished Business

- a) None

XV. New Business:

- a) Proposed Resolution 2020-16: Approval to Adopt the Schedule of Fines for Parking Violations in the Village of Lake Odessa
- b) Proposed Resolution 2020-17: Approval to Accept the Resignation of Lindsay Farrell from the Lake Odessa Area Arts Commission
- c) Proposed Resolution 2020-18: Approval to Establish Rates, Fees, and Schedules for Water Service Pursuant to Section 34-54 of the Code of Ordinances, Village of Lake Odessa, Michigan
- d) Proposed Resolution 2020-19: Approving the Quote from Peerless Midwest, Inc for the Rebuilding of Two (2) High-Service Pumps for the Village Water Treatment Plant
- e) Proposed Resolution 2020-20: Approving the Quote from Peerless Midwest, Inc for the Installation of New Water Filtration Media for the Village Water Treatment Plant
- f) Proposed Resolution 2020-21: Approval to Adopt Revised Village Council Rules of Procedure

XVI. Miscellaneous Correspondence:

- a) Representative Julie Calley – Memo on US Census
- b) MDHHS – Interim Recommendations for COVID-19 Community Mitigation Strategies

XVII. Trustee Comments

XVIII. Public Comment

XIX. Adjournment

VILLAGE OF LAKE ODESSA

MINUTES
REGULAR COUNCIL MEETING
February 17, 2020 (DRAFT)
PAGE MEMORIAL BUILDING

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

Pledge of Allegiance.

Council present: Karen Banks, Mike Brighton, Charles Jaquays, Brandy Walkington, Mike Rudisill

Absent: Kay Hartzler, Mel McCloud

Staff present: Patrick Reagan, Jesse Trout, Kendra Backing, Pearl Ward

Visitors present: Paige Rash, Mark Stoor with GEI Consultants, Jessica Courtright with J-Ad Graphics

Motion by Rudisill, support by Walking to approve the absences of Mel McCloud and Kay Hartzler. Motion carried.

Motion by Jaquays, support by Rudisill to approve the agenda as presented. Motion carried.

Motion by

PUBLIC COMMENT

Bill King with the Lake Odessa Fair Board discussed the resolution for the gaming license and updated council on the campground progress and grant status.

MINUTES

Motion by Brighton, support by Jaquays to approve minutes of January 21, 2020. Motion carried.

BILLS

Motion by Brighton, support by Walkington to approve expenditures equal to or less than \$3,000.00 for the period 1/1/2020 thru 1/31/2020. Motion carried.

Motion by Walkington, support by Brighton to approve payment of invoices in excess of \$3,000.00 items as follows:

- a) GEI Consultants – Street Project Engineering -- \$5,650.00 (*Paid*)
- b) Homeworks/ Tri-County Electric Cooperative – \$3,264.08 – Water Plant Electricity (*Paid*)
- c) Signature Ford -- \$33,809.00 – 2020 Ford Police Interceptor (*Paid*)
- d) D&K Truck Co. -- \$80,738.00 – 2021 Freightliner 108SD Cab and Chassis (*Paid*)
- e) Alta Equipment Company -- \$9,795.00 – Snow Plow for DPW Pickup (*Paid*)

Motion carried.

CONSENT AGENDA

Motion by Rudisill, support by Walkington to approve the consent agenda, as follows:

- a) Lake Odessa Zoning Administrator Monthly Report
- b) Lake Odessa Community Library Meeting Minutes – November 2019
- c) Village Monthly Fuel Purchases

Motion carried.

DEPARTMENTAL REPORTS

Manager's Report: Reagan discussed the presentation from GEI Consultants on the 2020 infrastructure project and New Business items on the agenda, informed council of the Habitat Ribbon Cutting ceremony to be held on February 23, 2020 and reminded council and citizens of the no-parking ordinance in effect until April 1.

Police Report: Backing had nothing additional to report.

Finance: Ward had nothing to report.

DPW: Trout had nothing additional to report.

COMMITTEE REPORTS:

Personnel/Finance Committee: There was no update.

Recreation/Special Projects Committee: There was no update.

PRESENTATIONS

Mark Stoor, with GEI Consultants, presented council with an overview of the Ionia, Pearl, Pleasant, Emerson Street project.

DISCUSSION ITEMS

There were no discussion items.

PUBLIC HEARING

Motion by Rudisill, support by Walkington to open public hearing at 7:22pm on the 2020-2021 Fiscal Year Budget. Motion carried.

There was no public comment.

Motion by Rudisill, support by Brighton to close public hearing at 7:23pm on the 2020-2021 Fiscal Year Budget. Motion carried.

NEW BUSINESS

Motion made by Brighton, supported by Rudisill to adopt Resolution 2020-06: Approving, Authorizing, and Directing the Village President and the Village Manager to Sign a Letter of Engagement from Walker, Fluke, and Sheldon PLC for Auditing Services for the Village of Lake Odessa. Motion carried with the following roll call vote: Yes: Jaquays, Brighton, Rudisill, Walkington, Banks; No: None; Absent: Hartzler, McCloud.

Motion made by Rudisill, supported by Jaquays to adopt Resolution 2020-07: Approving the Recognition of the Lake Odessa Civic and Agricultural Association as a Nonprofit Organization Operating in the Community for the Purpose of Obtaining Charitable Gaming Licenses. Motion carried with the following roll call vote: Yes: Jaquays, Brighton, Rudisill, Walkington, Banks; No: None; Absent: Hartzler, McCloud.

Motion made by Brighton, supported by Walkington to adopt Resolution 2020-09: Approving the Village President's Appointment List as Presented for Various Village Posts, Boards, and Commissions. Motion carried with the following roll call vote: Yes: Jaquays, Brighton, Rudisill, Walkington, Banks; No: None; Absent: Hartzler, McCloud.

Motion made by Rudisill, supported by Walkington to adopt 2020-10: Approving the Quote from Pro-Comm for the Outfitting of the 2020 Ford Interceptor Police Vehicle in the amount of \$18,047.50. Motion carried with the following roll call vote: Yes: Jaquays, Brighton, Rudisill, Walkington, Banks; No: None; Absent: Hartzler, McCloud.

Motion made by Rudisill, supported by Brighton to adopt 2020-11: Approving the Estimate and Bid Letting for the Proposed Pearl, Pleasant, Ionia, and Emerson Street Improvement Project. Motion carried with the following roll call vote: Yes: Jaquays, Brighton, Rudisill, Walkington, Banks; No: None; Absent: Hartzler, McCloud.

Motion made by Brighton, supported by Rudisill to adopt 2020-12: Adoption of the Proposed Fiscal Year 2020-2021 Budget for the Village of Lake Odessa. Motion carried with the following roll call vote: Yes: Jaquays, Brighton, Rudisill, Walkington, Banks; No: None; Absent: Hartzler, McCloud.

Motion made by Rudisill, supported by Jaquays to adopt 2020-13: Approval and Adoption of the Village of Lake Odessa General Appropriations Act. Motion carried with the following roll call vote: Yes: Jaquays, Brighton, Rudisill, Walkington, Banks; No: None; Absent: Hartzler, McCloud.

Motion made by Jaquays, supported by Rudisill to adopt 2020-14: Approval and Adoption of the Village of Lake Odessa Capital Improvement Plan. Motion carried with the following roll call vote: Yes: Jaquays, Brighton, Rudisill, Walkington, Banks; No: None; Absent: Hartzler, McCloud.

Motion made by Walkington, supported by Rudisill to adopt 2020-15: Approval to Adopt the Village of Lake Odessa Employee Deferred Compensation Plan for FY 2020-2021. Motion carried with the following roll call vote: Yes: Brighton, Rudisill, Walkington, Banks; No: Jaquays; Absent: Hartzler, McCloud.

Motion by Brighton, support by Walkington to approve the budget amendments as presented. Motion carried.

TRUSTEE COMMENTS

Jaquays had no comment.

Brighton had no comment.

Rudisill had no comment.

Walkington had no comment.

Banks had no comment.

PUBLIC COMMENT

Paige Rash of 1615 Harrison Street had questions about the parking ordinance. Chief Backing stated she can assist her after the meeting.

Motion by Walkington, support by Brighton to adjourn the meeting at 7:35pm.

Respectfully submitted,

Pearl Ward
Village Clerk



PLEASE REMIT TO:
 PO Box 843005
 Boston, MA 02284-3005

Attention: Mr. Patrick Reagan
Village of Lake Odessa
manager@lakeodessa.org
839 Fourth Avenue
Lake Odessa, MI 48849
United States

Invoice : 5009014
Invoice Date : 2/19/2020
Project : 1904446
Project Name : Ionia, Pearl, Pleasant, Emerson
 Improvements

For Professional Services Rendered For 12/28/2019 Through 1/31/2020

	Fee	Available	Billings		
			To Date	Previous	Current
1904446 - Ionia, Pearl, Pleasant, Emerson Improvements					
1 - Engineering Services	158,500.00	152,850.00	31,709.93	5,650.00	26,059.93
<i>Rate Labor</i>	11,020.00				
<i>Expenses</i>	15,039.93				
			Current Billings		<u>26,059.93</u>
			Amount Due This Bill		<u>26,059.93</u>

Total Fee : 158,500.00
To Date Billings : 31,709.93
Total Remaining : 126,790.07

Mark F. Stoor

1 - Design				
Rate Labor				
<i>Class / Employee</i>	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>	
PROJECT PROFESSIONAL-GRADE 4				
Brian S. Fabbri	12.00	105.000	1,260.00	
SENIOR PROFESSIONAL-GRADE 6				
Mark F. Stoor	31.75	155.000	4,921.25	
Allan R. Blaske	3.00	155.000	465.00	
Total SENIOR PROFESSIONAL-GRADE 6	34.75		5,386.25	
STAFF PROFESSIONAL-GRADE 1				
Kyle R Smith	7.25	85.000	616.25	
STAFF PROFESSIONAL-GRADE 2				
Christopher A Harrington	41.75	90.000	3,757.50	
Total Rate Labor			11,020.00	
Expenses				
<i>Account / Vendor</i>		<i>Cost</i>	<i>Multiplier</i>	<i>Amount</i>
Outside Services				
SPICER GROUP INC		13,000.00	1.1500	14,950.00
Travel				
Allan R. Blaske		37.95	1.1500	43.64
Kyle R Smith		40.25	1.1500	46.29
Total Travel		78.20		89.93
Total Expenses				15,039.93
Total Bill Task: 1 - Design				26,059.93

Total Project: 1904446 - Ionia, Pearl, Pleasant, Emerson Improvements

26,059.93



Motorola Solutions, Inc.
500 West Monroe
Chicago IL 60661
United States
Federal Tax ID: 36-1115800

ORIGINAL INVOICE

Transaction Number 8280909906	Transaction Date 04-FEB-2020	Transaction Total 12,001.50 USD	
P.O. Number NTP		P.O. Date 22-JAN-2020	Customer Account No 1036832956
Payment Terms Net Due in 30 Days			Payment Due Date 05-MAR-2020

Visit our website at www.motorolasolutions.com

Bill To Address

LAKE ODESSA POLICE DEPT, VILLAGE OF
ATTN: Accounts Payable
839 4TH AVE
LAKE ODESSA MI 48849
United States

*2/20/20
CPT - collect & bill
301.970.001
(14)*

Ship To Address

LAKE ODESSA POLICE DEPT, VILLAGE OF
839 4TH AVE
LAKE ODESSA MI 48849
United States

IMPORTANT INFORMATION

Ultimate Destination
United States

Freight Terms: FREIGHT
PREPAID
Inco Term: CPT
NEAREST PORT OF IMPORT
Forwarder: 0002

For all invoice payment inquiries contact
SLT5CTRB@motorolasolutions.com
Telephone: 800-247-2346
Fax: +1(631)883-4238

Sales Order(s): 3201526491

Delivery Number(s): 9103593328

SPECIAL INSTRUCTIONS / COMMENTS

Line Item #	Item Number	Description	Qty.	Unit Price (USD)	Amount (USD)
1	H92UCF9PW6AN	APX 900 7/800 MHZ MODEL 2 PORTABLE SO Line #: 1.1 Ship Date: 03-FEB-2020 SERIAL NUMBERS 837CWB2254 837CWB2255 837CWB2256 837CWB2257 837CWB2258 837CWB2259	6	1,197.75	7,186.50
1.1	H842BN	ADD: SINGLE UNIT PACKAGING	6	0.00	0.00
1.2	QA05100AA	ENH: STD 1 YR WARRANTY APPLIES NO SFS	6	0.00	0.00
1.3	QA04096AA	ENH: P25 TRUNKING	6	802.50	4,815.00

Please detach here and return the bottom portion with your payment

Payment Coupon

Transaction Number 8280909906	Customer Account No 1036832956	Payment Due Date 05-MAR-2020	Transaction Total 12,001.50 USD	Amount Paid
---	--	--	--	--------------------

Please put your Transaction Number and your Customer Account Number on your payment for prompt processing.

LAKE ODESSA POLICE DEPT,
VILLAGE OF
ATTN: Accounts Payable
839 4TH AVE
LAKE ODESSA MI 48849
United States

Wire Transfer Details

CHICAGO
Routing Transit No: 026009593
SWIFT: BOFAUS3N
Bank Account No: 3756319819

Send Payments To:

MOTOROLA SOLUTIONS
Motorola Solutions, Inc.
13104 Collections Center Drive
Chicago IL 60693
United States



Motorola Solutions, Inc.
 500 West Monroe
 Chicago IL 60661
 United States
Federal Tax ID: 36-1115800

ORIGINAL INVOICE

Transaction Number 8280909906	Transaction Date 04-FEB-2020	Transaction Total 12,001.50 USD	
P.O. Number NTP		P.O. Date 22-JAN-2020	Customer Account No 1036832956
Payment Terms Net Due in 30 Days			Payment Due Date 05-MAR-2020
		USD Subtotal	12,001.50
		USD Total Tax	0.00
		USD Total	12,001.50
		USD Amount Due	12,001.50

Visit our website at www.motorolasolutions.com



Motorola Solutions, Inc.
500 West Monroe
Chicago IL 60661
United States
Federal Tax ID: 36-1115800

ORIGINAL INVOICE

Transaction Number 8280912259	Transaction Date 06-FEB-2020	Transaction Total 6,147.00 USD	
P.O. Number NTP		P.O. Date 22-JAN-2020	Customer Account No 1036832956
Payment Terms Net Due in 30 Days			Payment Due Date 07-MAR-2020

Visit our website at www.motorolasolutions.com

Bill To Address LAKE ODESSA POLICE DEPT, VILLAGE OF ATTN: Accounts Payable 839 4TH AVE LAKE ODESSA MI 48849 United States <i>2/24/20 C/P: OUTING C/P 301,170.001 (17)</i>	Ship To Address LAKE ODESSA POLICE DEPT, VILLAGE OF 839 4TH AVE LAKE ODESSA MI 48849 United States
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IMPORTANT INFORMATION

Ultimate Destination
United States

Freight Terms: FREIGHT
PREPAID
Inco Term: CPT
NEAREST PORT OF IMPORT
Forwarder 0002

For all invoice payment inquiries contact
SLT5CTRB@motorolasolutions.com
Telephone: 800-247-2346
Fax: +1(631)883-4238

Sales Order(s): 3201526491

Delivery Number(s): 9103604693

SPECIAL INSTRUCTIONS / COMMENTS

Line Item #	Item Number	Description	Qty.	Unit Price (USD)	Amount (USD)
1	M22URS9PW1AN	APX4500 7/800 MHZ SO Line #: 3.1 Ship Date: 06-FEB-2020 SERIAL NUMBERS 471CWB1792 471CWB1793	2	1,173.00	2,346.00
1.1	G444AH	ADD: APX CONTROL HEAD SOFTWARE	2	0.00	0.00
1.2	GA00804AA	ADD: APX O2 CH (GREY)	2	369.00	738.00
1.3	G67CF	ADD: REMOTE MOUNT MID POWER	2	222.75	445.50
1.4	QA02756AD	ADD: 3600 OR 9600 TRUNKING BAUD SINGLE SYSTEM	2	1,177.50	2,355.00
1.5	GA05100AA	ADD: STD WARRANTY - NO ESSENTIAL	2	0.00	0.00

Please detach here and return the bottom portion with your payment

Payment Coupon

Transaction Number 8280912259	Customer Account No 1036832956	Payment Due Date 07-MAR-2020	Transaction Total 6,147.00 USD	Amount Paid
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Please put your Transaction Number and your Customer Account Number on your payment for prompt processing.

LAKE ODESSA POLICE DEPT,
VILLAGE OF
ATTN: Accounts Payable
839 4TH AVE
LAKE ODESSA MI 48849
United States

Wire Transfer Details

CHICAGO
Routing Transit No: 026009593
SWIFT: BOFAUS3N
Bank Account No: 3756319819

Send Payments To:

MOTOROLA SOLUTIONS
Motorola Solutions, Inc.
13104 Collections Center Drive
Chicago IL 60693
United States



Motorola Solutions, Inc.
 500 West Monroe
 Chicago IL 60661
 United States
 Federal Tax ID: 36-1115800

ORIGINAL INVOICE

Transaction Number 8280912259	Transaction Date 06-FEB-2020	Transaction Total 6,147.00 USD	
P.O. Number NTP		P.O. Date 22-JAN-2020	Customer Account No 1036832956
Payment Terms Net Due in 30 Days			Payment Due Date 07-MAR-2020

Visit our website at www.motorolasolutions.com

Line Item #	Item Number	Description	Qty.	Unit Price (USD)	Amount (USD)
1.6	B18CR	ADD: AUXILIARY SPKR 7.5 WATT APX	2	45.00	90.00
1.7	W22BA	ADD: STD PALM MICROPHONE APX	2	54.00	108.00
1.8	G174AF	ADD: ANT 3DB LOW-PROFILE 762-870	2	32.25	64.50
1.9	GA00235AA	ADD: NO GPS ANTENNA NEEDED APX	2	0.00	0.00
				USD Subtotal	6,147.00
				USD Total Tax	0.00
				USD Total	6,147.00
				USD Amount Due	6,147.00



Motorola Solutions, Inc.
500 West Monroe
Chicago IL 60661
United States
Federal Tax ID: 36-1115800

ORIGINAL INVOICE

Transaction Number 8280908497	Transaction Date 31-JAN-2020	Transaction Total 940.50 USD	
P.O. Number NTP		P.O. Date 22-JAN-2020	Customer Account No 1036832956
Payment Terms Net Due in 30 Days			Payment Due Date 01-MAR-2020

Visit our website at www.motorolasolutions.com

Bill To Address

LAKE ODESSA POLICE DEPT, VILLAGE OF
ATTN: Accounts Payable
839 4TH AVE
LAKE ODESSA MI 48849
United States

*CPT 2/19/20
2/20/20
10
301.970.001*

Ship To Address

LAKE ODESSA POLICE DEPT, VILLAGE OF
839 4TH AVE
LAKE ODESSA MI 48849
United States

IMPORTANT INFORMATION

Ultimate Destination
United States

Freight Terms: FREIGHT
PREPAID
Inco Term: CPT
NEAREST PORT OF IMPORT
Forwarder 0002

For all invoice payment inquiries contact
SLT5CTRB@motorolasolutions.com
Telephone: 800-247-2346
Fax: +1(631)883-4238

Sales Order(s): 3201526491

Delivery Number(s): 9103584995

SPECIAL INSTRUCTIONS / COMMENTS

Line Item #	Item Number	Description	Qty.	Unit Price (USD)	Amount (USD)
1	PMPN4174A	CHGR DESKTOP SINGLE UNIT IMPRES, US/NA SO Line #: 2.1 Ship Date: 31-JAN-2020	6	57.00	342.00
2	PMMN4069AL	MICROPHONE,IMPRES RSM, 3.5MM JACK, IP55 SO Line #: 5.1 Ship Date: 31-JAN-2020 Tracking Number(s): 390049649760	6	99.75	598.50
USD Subtotal					940.50
USD Total Tax					0.00
USD Total					940.50
USD Amount Due					940.50

Please detach here and return the bottom portion with your payment

Payment Coupon

Transaction Number 8280908497	Customer Account No 1036832956	Payment Due Date 01-MAR-2020	Transaction Total 940.50 USD	Amount Paid
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Please put your Transaction Number and your Customer Account Number on your payment for prompt processing.

LAKE ODESSA POLICE DEPT,
VILLAGE OF
ATTN: Accounts Payable
839 4TH AVE
LAKE ODESSA MI 48849
United States

Wire Transfer Details

CHICAGO
Routing Transit No: 026009593
SWIFT: BOFAUS3N
Bank Account No: 3756319819

Send Payments To:

MOTOROLA SOLUTIONS
Motorola Solutions, Inc.
13104 Collections Center Drive
Chicago IL 60693
United States



December 31, 2019

Village of Lake Odessa
839 Fourth Avenue
Lake Odessa, MI 48849

RE: Notice of Payment Due

Dear Borrower,

The following payment is due February 1, 2020:

Loan 91-04

Principal	\$	0.00
Interest		<u>\$36,813.47</u>
TOTAL		\$36,813.47

As part of the Preauthorized Debit (PAD) process, this amount will be automatically deducted from your account on the due date. Please be sure this amount is in the proper bank account.

Please call me at 616-222-5817 if you have any questions.

Sincerely,

Paul Bristol
Area Specialist



Two-way Radio Communications · Emergency Vehicle Solutions

Mt. Pleasant 989-772-3751 · Flint Twp. 810-659-5000

Invoice

INVOICE NUMBER	35962
DATE	2/19/2020

BILL TO:
LAKE ODESSA POLICE DEPARTMENT KENDRA BACKING 839 4TH AVE LAKE ODESSA, MI 48849

REMITTANCE ADDRESS: PRO COMM INC PO BOX 462 MOUNT PLEASANT, MI 48804

PO NUMBER	SALES REP.	TERMS	DUE DATE
	JF	Net 15	3/5/2020

QTY.	ITEM	DESCRIPTION	EACH	TOTAL
		2020 FORD PIU		
		FRONT OF PIU		
1	PARTS/EQUIPMENT	ACTIVATE FACTORY HEADLIGHT FLASHER	0.00	0.00
2	SL12-B	D&R ELECTRONICS 12LED HIDE AWAY-BLUE FOR HEADLAMP 86P SOLUTION	95.00	190.00
2	I2E	WHELEN ION DUO BLUE/CLEAR FOR TOP TUBE OF PUSH BUMPER	135.00	270.00
2	NP6BB	WHELEN PIONEER NANO 6-LED FOR MIDDLE PUSH BUMPER FLOOD/FLASHING	215.00	430.00
1	FS2100-S	HEADLIGHT FLASHER FOR NANO	85.00	85.00
2	TLI2E	WHELEN T SERIES DUO (BLUE/CLEAR) FOR SIDE OF PUSH BUMPER	125.00	250.00
1	36-6005W2	WESTIN 2-CHANNEL LIGHT FOR WHELEN ION	35.00	35.00
1	36-2125	WESTIN PUSH BUMPER ELITE (2020 FORD SUV)	350.00	350.00
1	36-2125PB	WESTIN PIT BAR ELITE (2020 FORD SUV)	350.00	350.00
1	36-2125W	WESTIN WING WRAP ELITE (2020 FORD SUV)	150.00	150.00
1	SA315P	WHELEN SIREN SPEAKER-BLACK PLASTIC WITH BRACKET	200.00	200.00
2	LINSV2B	WHELEN UNDER MIRROR LIGHT-BLUE FOR SIDE MIRRORS	205.00	410.00
1	LSVBKT50	LINSV MIRROR MNT 2020+ FIU	25.00	25.00
		INTERIOR OF PIU		
1	ISFW508	WHELEN INNER EDGE DUO FST (2020+ FIU) ALL BLUE WITH FULL FLOOD OPTIONS	1,195.00	1,195.00
1	901-0165B	COMPATIBLE W/ LT7600 D&R COMPLETE CENTER CONSOLE FOR 2020+ FORD PI UTILITY	285.00	285.00
1	CA-0103	12 VOLT POWER OUTLETS FOR CENTER CONSOLE	28.50	28.50
1	CA-0107LS	DUAL CUP HOLDER FOR CENTER CONSOLE	25.00	25.00
1	904-0180A	CA-0115 SERIES TILT/SWIVEL ARMREST	125.00	125.00
1	CCSRNT5G	WHELEN CENCOM CARBIDE WITH OBDII MODULE AND CONTROL HEAD (CANCTL7)	950.00	950.00
1	21040140	MAG TEK CARD SWIPE	85.00	85.00
1	93633	PRINTEK I-820 PRINTER	400.00	400.00
1	93678	PRINTEK USB-C CABLE 15' FP541	100.00	100.00



Two-way Radio Communications · Emergency Vehicle Solutions

Mt. Pleasant 989-772-3751 · Flint Twp. 810-659-5000

Invoice

INVOICE NUMBER	35962
DATE	2/19/2020

BILL TO:
LAKE ODESSA POLICE DEPARTMENT KENDRA BACKING 839 4TH AVE LAKE ODESSA, MI 48849

REMITTANCE ADDRESS: PRO COMM INC PO BOX 462 MOUNT PLEASANT, MI 48804

PO NUMBER	SALES REP.	TERMS	DUE DATE
	JF	Net 15	3/5/2020

QTY.	ITEM	DESCRIPTION	EACH	TOTAL
1	93682	PRINTEK IN-VEHICLE ADAPTER UNTERMINATED 15'(FOR HARDWARE APPLICATION)	150.00	150.00
1	PARTS/EQUIPMENT	I820 HEADREST MOUNT	150.00	150.00
1	C-HDM-204	HAVIS 8.5" HEAVY DUTY TELESCOPING POLE	175.00	175.00
1	C-MD-119	HAVIS 11" SLIDE OUT LOCKING ARM ADAPTER	285.00	285.00
1	PK0419ITU20TM	SETINA 10VS RP SLIDING WINDOW WITH MESH SCREEN	795.00	795.00
1	GK11201B1LHKSVSCA	SETINA DUAL TRAIL SYSTEM (1 BLAC RAC/ 1 XL WITH HANDCUFF KEY OVERRIDE)	775.00	775.00
1	WK0595ITU20	SETINA POLY WINDOW BARRIER (2020 FORD PI UTILITY)	245.00	245.00
2	TLI2E	WHELEN T SERIES DUO (BLUE/CLEAR) FOR SIDE PRISONER WINDOWS	125.00	250.00
1	QK0566ITU20	SETINA REPLACEMENT SEAT/CENTER PULL BELTS/CARGO PARTITION POLY WINDOW	1,145.00	1,145.00
2	I2E	WHELEN ION DUO BLUE/CLEAR FOR SIDE CARGO WINDOWS	135.00	270.00
1	933-0109A	SINGLE DRAWER STORAGE DRAWER FOR UTILITY 16'	1,200.00	1,200.00
1	933-0132A	D&R RAISED SUBFRAME (2020 PI UTILITY)	275.00	275.00
1	934-0526A	ELECTRONIC STORAGE BOX	405.00	405.00
1	430-0020	HEAVY DUTY SLIDED	85.00	85.00
3	3SRCCDCR	WHELEN 3" ROUND SPLIT RED/WHITE COMPARTMENT LIGHT FOR PRISONER AND CARGO AREA	75.00	225.00
1	PARTS/EQUIPMENT	REUSE DEPARTMENT SUPPLIED CF TOUGHBOOK AND DOCK	0.00	0.00
1	PDU42WB	POWER DISTRIBUTION KIT	245.00	245.00
1	183-0008	80 AMP CIRCUIT BREAKER	65.00	65.00
2	TLI2E	WHELEN T SERIES DUO (BLUE/CLEAR) FOR HATCH WHEN OPEN	157.00	314.00
		REAR OF PIU		
2	SL12-B	D&R ELECTRONICS 12LED HIDE AWAY-BLUE FOR REVERSE LIGHT AREA	95.00	190.00
1	936-0533B	GENESIS LICENSE PLATE BRACKET 2 LIGHTS	75.00	75.00
2	TLI2E	WHELEN T SERIES DUO (BLUE/CLEAR)	125.00	250.00
1	OEWD50	WHELEN OUTEREDGE 6 LAMP DUO (ALL BLUE WITH AMBER ARROW DIRECTION)	1,145.00	1,145.00
1	FS2600-S	TAIL LIGHT FLASHER	75.00	75.00
		MISC.SHOP SUPPLIES, LABOR AND SHIPPING		



Two-way Radio Communications · Emergency Vehicle Solutions
 Mt. Pleasant 989-772-3751 · Flint Twp. 810-659-5000

Invoice

INVOICE NUMBER	35962
DATE	2/19/2020

BILL TO:
LAKE ODESSA POLICE DEPARTMENT KENDRA BACKING 839 4TH AVE LAKE ODESSA, MI 48849

REMITTANCE ADDRESS: PRO COMM INC PO BOX 462 MOUNT PLEASANT, MI 48804
--

PO NUMBER	SALES REP.	TERMS	DUE DATE
	JF	Net 15	3/5/2020

QTY.	ITEM	DESCRIPTION	EACH	TOTAL
1	WIRE HARNESS	WIRE HARNESS TO CUSTOMER SPEC	100.00	100.00
1	MISC. SHOP SUPPLIES	MISC SHOP WIRE, CONNECTORS & FUSES	250.00	250.00
1	332565	MAXRAD CABLE 17FT TERMINATED, NO CONNECTOR	20.00	20.00
1	VEHICLE LETTERING	VEHICLE LETTERING	550.00	550.00
1	SERVICE UPFIT	TEARDOWN OF CHEVY IMPALA	350.00	350.00
1	INSTALL TECH	INSTALLATION LABOR OF NEW 2020 PIU	1,750.00	1,750.00
1	SHIPPING	SHIPPING	300.00	300.00

*OK to pay -
 hold check
 until delivery
 of vehicle
 - RME*

101-301-970,002

Subtotal	\$18,047.50
Sales Tax (6.0...	\$0.00
Total	\$18,047.50
Credits	\$0.00
Balance Due	\$18,047.50

February 17, 2020

Village of Lake Odessa
Page Building
839 Fourth Avenue
Lake Odessa, MI 48849

Invoice #: 1726542
Client #: 54413
Matter #: 1

INVOICE SUMMARY

For professional services rendered and disbursements advanced through January 31, 2020:

RE: Employment Matters

Professional Services	\$ 11,228.75
Less Discount	<u>\$ -5,052.94</u>
Net Professional Services	\$ 6,175.81
Disbursements Advanced	<u>\$ 173.70</u>
TOTAL THIS INVOICE	\$ 6,349.51

Remit to: P.O. Box 306, Grand Rapids, MI 49501-0306

Lake Odessa Village
Zoning Administrator Report
February 2020

Permits:

None

Supplemental:

None

Miscellaneous

Phone calls involved various appraisers checking on the zoning classification of assorted parcels. Other questions involved various questions regarding setbacks, fences, pools and permits.

A representative of the company NV5 contacted me to gather information about 912 Second St. I believe this may be a financing company. They had extensive questions on zoning compliance, if code violations, certificates of occupancy, etc. Some of the questions I referred the representative to the County. This was similar to another request on other nearby parcels. I sent the information over to them.

The owners of 1015 First Ave have applied for a variance to replace their front porch with a larger porch. I have met with them several times and tried to find a way for them to do this but none of the flexible methods will work as the porch is in the setback and the street is not in the center of the right of way. A meeting date is being worked out. Information is being gathered.

VILLAGE OF LAKE ODESSA
DOWNTOWN DEVELOPMENT AUTHORITY

Approved
3/10/2020

MINUTES

Regular Meeting - Tuesday, January 14, 2020
Page Memorial Building, Lake Odessa MI

- MEMBERS PRESENT: Karen Banks, Sue Dahms, Sandy Guthrie, Daryl Hartzler, Sarah McGarry, Bill Rogers
- ABSENT: Darwin Thompson
- STAFF: Village Manager Patrick Reagan
- VISITORS: None

- I. **Call to Order:** Meeting called to order by McGarry at 7:00 a.m.
- II. **Agenda:** Motion by Banks, support by Guthrie, to approve agenda as presented. All ayes; motion carried, with Dahms absent.
- III. **Public Comment:** None.
- IV. **Minutes:** Motion by McGarry to approve minutes of 11/12/2019 regular meeting, removing "Sarah McGarry" as being present; support by Hartzler. All ayes; motion carried with Dahms absent.

Dahms arrived at 7:03 a.m.

- V. **Finance:** Dahms reported there were no expenditures since the last meeting. A portion of the 2019 tax increment financing was received in November, with the remainder to be received in March or April 2020.
- VI. **Action Items/Discussion Items:**
- a) **FY 2020-2021 Budget:** Motion by Banks, support by McGarry to approve the following budgeted expenditures for fiscal year 2020-2021:

Lights for downtown streetscape trees	1,000
Parking lot fence project	12,000
Beautification (summer flowers, soil, etc.)	1,700
Watering	5,000
Façade/Sign Grant	15,000
Training for Board Members	1,000
Marketing	<u>2,000</u>
Total:	37,700

All ayes; motion carried.

b) **2019 Christmas in the Village Expenses:** Banks reported that the Lakewood Area Chamber incurred a total of \$321.16 in expenses, and asked if the DDA would be willing to reimburse the Chamber for one-half the cost. Motion by Dahms, support by McGarry to reimburse the Lakewood Chamber \$160.58. All ayes; motion carried. Discussion followed. Consensus was to ask the Chamber if a DDA representative could participate in planning the 2020 event, and discuss with them a possibly more central downtown location for the visits with Santa.

VII. Beautification Committee Report: Banks reported there were 41 total lamppost sponsors at \$20 each, for a total of \$820 in sponsorships. She stated that each sponsor was mailed a thank you letter and a map showing their sponsored lamppost.

Reagan asked if the DDA would be willing to cover the annual rental cost of the two-stall garage adjacent to the Page Building for storage of the watering tractor. Banks commented that perhaps the Arts Commission would consider contributing toward some of the rent for storage space. Discussion followed re: the watering program. Concerns were expressed that the downtown businesses have come to expect the program as it currently exists and that changes or cancelling the program would be perceived negatively. Discussion followed re: possible options.

VIII. Miscellaneous Correspondence: None.

Rogers left meeting at 7:53 a.m.

IX. Board Member Comments: Dahms inquired about extra community events for the downtown.

X. Adjournment: Without objection, meeting adjourned at 7:53 a.m.

Respectfully submitted,

Karen Banks, Recording Secretary

Lake Odessa Area Arts Commission
Regular meeting
January 13, 2020

Approved 3/9/2020

Meeting called to order 7:03

Roll Call: Banks, Hermes, Farrell, Wortley, Rodriguez, Mattson

Absent: Stafford, Hickey

Motion made by Hermes, supported by Banks to approve agenda as amended with additional payables and discussion items, motion carried

Motion by Farrell, supported by Rodriguez to approve the November 4, 2019 meeting minutes

Motion carried

Motion by Farrell, support by Mattson to approve the following payables:

West Michigan Tourist Association	-	260.00
Michigan Festivals and Events Association	-	175.00
Postage to Village of LO	-	108.60
Refund to Veronica Markell-withdrawn app		25.00
Karen Banks reimburse for online Flipbook		
For subscription Oct, Nov. Dec.	-	128.00
Motion carried		

Motion by Farrell, supported by Wortley to suspend Flipbook subscription for the time being, motion carried.

Discussed budget for 2020

Banks reported that budget is in deficit but we are still waiting for final grant payment

Fiscal year-end is end of February

Motion to keep budget as is by Farrell support by Wortley, motion carried

Can be amended if needed

Banks reported that Jennifer Hickey has submitted her resignation to the board.

Officer election:

Farrell to keep Chair

Stafford Vice Chair

Rodriguez declined Secretary/Treasurer

Hermes accepted nomination for Secretary/Treasurer

Motion by Farrell, support by Banks to approve above positions, motion carried

Rodriguez reported 44 applications to date with four to jury

C. Yonker, E. Williams, L. Miniati, M. Barber

Motion by Farrell, supported by Wortley to approve and accept above applications, motion carried

Farrell to update sponsorship form.

Wortley requested that all entertainment be referred to him to avoid confusion

Additional discussion:

Sidewalk chalk contest

Photo contest

Plein Air painting – more discussion in February meeting

Wine tasting

Adjourn: 8:00

Respectfully submitted

Judy Rodriguez

Secretary/Treasurer

WEX

Dept	Code	Amount
Manager	101-172-751	
Office	101-101-725	
Police	101-301-751	\$433.01
DPW	101-441-751	\$456.57
Water	591-536-751	\$300.56
Major	202-867	
Major	202-869	
Local	203-867	
Local	203-869	
Misc		
Car Wash		\$0.00
Total Wex		\$1,190.14

REPORT TO THE VILLAGE OF LAKE ODESSA COUNCIL

DATE Monday, March 16, 2020

TO: President Karen Banks; Vice-President Mel McCloud; Trustee Brighton; Trustee Rudisill; Trustee Jaquays; Trustee Walkington; Trustee Hartzler

FROM: Patrick Reagan, Village Manager

RE: Manager's Report to Village Council

President Banks and Village Council Members,

Please find below my report on the Council agenda before you tonight.

New Business

Proposed Resolution 2020-16: Approval to Adopt the Schedule of Fines for Parking Violations in the Village of Lake Odessa

Section 32-56 of the Village's Code of Ordinance, states the following: "The schedule of offenses for violations as contained in the Michigan Vehicle Code and the Uniform Traffic Code and adopted by this Code, and the fines therefor, shall be assessed by the parking violations bureau as established from time to time by resolution of the village council." The last time that these fines were reviewed by Council was twelve years ago, in 2008. This resolution is for review purposes only and recommends no increase in the amounts at this time.

Proposed Resolution 2020-17: Approval to Accept the Resignation of Lindsay Farrell from the Lake Odessa Area Arts Commission

Lindsay Farrell has submitted a letter of resignation from the Lake Odessa Area Arts Commission. This resolution simply acknowledges this fact and will allow the Village to seek a new member to serve on this Commission.

Proposed Resolution 2020-18: Approval to Establish Rates, Fees, and Schedules for Water Service Pursuant to Section 34-54 of the Code of Ordinances, Village of Lake Odessa, Michigan

This resolution will set the water rates for Village customers. It proposes no increase for usage rates but does propose increasing quarterly metering fees. As you know, these fees are used to help cover the cost of Village debt payments due from past projects. With these new rates, residential customers (who have a 5/8 or 3/4 meter size) will see an increase of \$5.01 per quarter, or \$1.67 per month. The proposed rate change was calculated using an in-depth water rate study (provided from the Michigan Rural Water Association) that utilized information from the Village's annual revenues, operating expenses, and the amount of bonded debt that the Village has acquired in maintaining and expanding this system over the years.

Proposed Resolution 2020-19: Approving the Quote from Peerless Midwest, Inc for the Rebuilding of Two (2) High-Service Pumps for the Village Water Treatment Plant

DPW Supervisor Jesse Trout has sought quotes for the rebuilding of two high-service pumps at the Water Filtration Plant. These pumps bring the water from the ground up into the system. In order to maintain efficiency and continued reliable pumping, it is specified that the pumps motors need to be rebuilt every ten (10) years. As these pumps were installed in 2006, we are at year 14 so we are due to have these motors rebuilt.

Jesse received quotes from businesses that can do this work and he recommends that the quote from Peerless Midwest be accepted. Please note that this item was budgeted for in the 2020-2021 budget.

Proposed Resolution 2020-20: Approving the Quote from Peerless Midwest, Inc for the Installation of New Water Filtration Media for the Village Water Treatment Plant

Along with the rebuilding of the high-service pumps, the filtration media needs to be replaced at the water plant as well. Generally speaking, this needs to be replaced every 12-15 years. With the current media, we are on year 14. Jesse sought quotes and received a quote from Peerless Midwest – a leader in the industry that performs this work. Please note that, as with the pumps, this item was budgeted for in the 2020-2021 budget.

Items of Note

- Please remember that overnight parking restrictions are from November 1, 2019 and end on April 1, 2020. No parking is allowed on Village Streets

between 2:00 am and 6:00 am between these dates.

- I encourage you to read the reports from my staff as they have excellent information contained within them.
- As you have undoubtedly heard, the COVID-19 virus has been declared a “Pandemic” by the World Health Organization and has since spread to Michigan. This pandemic has negatively impacted many facets of daily life – the stock market, travel, sports and entertainment, institutions of higher learning, our local schools, etc. I have been monitoring this situation with Village staff, through the County Health department, and through guidance from the State of Michigan. I urge everyone to follow the recommended steps to containing this virus.
 - Wash your hands thoroughly and often.
 - Utilize hand sanitizer throughout the day
 - If you feel sick, or you have a fever, please stay home

Please rest assured that Village staff will continue to monitor this situation as it continues to develop.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'P. Reagan', with a large circular flourish at the beginning and a long horizontal stroke extending to the right.

Patrick Reagan, Village Manager
Village of Lake Odessa



FEBRUARY 2020 COUNCIL REPORT



The Lake Odessa Police Department handled **47** calls for service for the month of February, Conducted **38** Traffic Stops, Issued **8** Citations, Effected **5** arrests, Issued **14** Parking Tickets, **1** Ordinance Violation, **2** Property Damage Accidents, 2016 Chevy Tahoe Mileage **51852**, 2012 Chevy Impala Mileage **82795**

FEBRUARY CALLS FOR SERVICE



Found Property
Assist Fire/Ems
Animal Complaint
Embezzlement
Assist Outside Agency
Criminal Sexual Conduct
Lock Out (3)
Assist Michigan State Police
Assist Motorist
Civil
Welfare Check
Suspicious Vehicle
Sex Offender Violation
Property Damage Accident
Welfare Check
Suspicious
Probation Violation
Unauthorized Use of a Financial Transaction Device
Assist Fire Dept
Assist Outside Agency
Trespass Complaint
Abandoned 911
Assist Outside Agency
Open Door
Felony Warrant Arrest Dangerous Drugs
Fraud; Counterfeit Bill
Suspicious Situation
Overdose
Civil
Harassment
Purchase Permit
Mental Evaluation
Noise Complaint
(2) SOR Verification
(2) Suspicious Vehicle
Disturbance
(2) Traffic Offenses
Fraud
Pistol Permit
Assist Outside Agency
Road Rage/BOL
Suspicious Situation
Barking Dog

Training:

Officer Eric Tollefson completed a 16-hour Armorer training course hosted through Defensive Edge Training and Consulting, Inc./SLR 15 Rifles.

Chief Backing attended a Legal Update Course updating law enforcement officers on recent changes in both criminal law and police procedure. The course reviews recent legal holdings in search and seizure, admission and confessions, arrest procedures, as well as statutory changes in drunk driving laws, crimes against persons and property, firearms, controlled substances, evidentiary issues, and civil liability.

PUBLIC RELATIONS:

Officer Boot along with Lakewood High School representatives at the Lions Club Pancake Event spreading the word about a safe driving initiative called S4SD



Department of Public Works

February 8th 2020 to March 12th 2020

Council Report

Parks & Beach

With the unseasonably warm temperatures, we have been able to get a head start on our spring tasks. We removed two diseased trees near the ambulance garage. We will soon grind the stumps and plant new trees in their place. We replaced several non-working security lights at the beach pavilion area. All of the damaged trash receptacles were repaired. We turned the water on at the park restrooms and prepped for opening. Limbs were picked up throughout the parks and we rolled the grounds for the first time. The guys thought I had lost my mind but we installed the floating dock within hours of the ice leaving Jordan Lake. The beach restrooms will remain closed for a few more weeks. We will soon be replacing the roof of the park pavilion and will open the restrooms once the weather finally breaks.

Streets

We have continued to repair potholes as they surface. We did an initial sweep on the major streets and several locals to clear the winter dirt and debris. We're keeping basin tops clear of debris and plan to begin vacuuming the sediment from them once the frost laws are lifted. I hope we have salted/plowed for the final time this past month. We removed the salt box from the plow truck and thoroughly cleaned the truck. If needed, we can reinstall it in short time.

Water

We reinstalled the aeration motor from water treatment plant #1 and now have it operational again. We updated some missing information with our GIS locating services. That project is nearing completion. We now have a living document of each water main, valve, hydrant, home shut off, catch basin, storm sewer main, etc. throughout our entire system. The guys made repairs to several curb stop shut off boxes. Nonpayment water shut offs went without issue.

DPW

I hope we have salted/plowed for the final time this past month. We removed the salt box from the plow truck and thoroughly cleaned the truck. If needed, we can reinstall it in short time. The winter banners have been removed and we will install spring banners soon. We replaced the nonworking security lighting at the ambulance garage. Installed a new bulletin board at the north entrance to the Page building.

Purchase Recommendation

I strongly urge moving forward with replacing the iron removal media and rebuilding pumps/motors at water treatment plant #2 as budgeted. We need to have this work completed and the filter back in service before the large demand for water begins in June. This will be a lengthy project and needs to begin asap. I have sought 3 quotes for this work from reputable companies.

03/11/2020 11:56 AM
User: PEARL
DB: Lake Odessa Vill:

CHECK REGISTER FOR VILLAGE OF LAKE ODESSA
CHECK DATE FROM 02/01/2020 - 02/29/2020

Page: 1/3

Check Date	Bank	Check	Vendor Name	Amount
Bank ARTS				
02/26/2020	ARTS	3104	VERIZON WIRELESS	49.74
ARTS TOTALS:				
Total of 1 Checks:				49.74
Less 0 Void Checks:				0.00
Total of 1 Disbursements:				49.74
Bank DDA 6015 DOWNTOWN DEVELOPMENT AUTHORITY				
02/11/2020	DDA	1438	KAREN BANKS	27.47
DDA TOTALS:				
Total of 1 Checks:				27.47
Less 0 Void Checks:				0.00
Total of 1 Disbursements:				27.47
Bank GEN 1447 GENERAL FUND				
02/05/2020	GEN	40842	VILLAGE OF LAKE ODESSA	1,117.02
02/05/2020	GEN	40843	AMAZON CAPITAL SERVICES, INC.	163.35
02/05/2020	GEN	40844	IT RIGHT	125.00
02/05/2020	GEN	40845	KATHY'S CLEANING	300.00
02/05/2020	GEN	40846	LAKEWOOD AREA CHAMBER OF COMMERCE	25.00
02/05/2020	GEN	40847	LAKEWOOD NEWS	495.36
02/05/2020	GEN	40848	LES'S SANITARY SERVICE	120.00
02/05/2020	GEN	40849	MENARDS-IONIA	254.31
02/05/2020	GEN	40850	VILLAGE TRUE VALUE LUMBER	90.61
02/05/2020	GEN	40851	VERIZON WIRELESS	146.21
02/05/2020	GEN	40852	WEX BANK	889.58
02/11/2020	GEN	40853	AMAZON CAPITAL SERVICES, INC.	23.99
02/11/2020	GEN	40854	COBB'S QUICK LUBE	99.38
02/11/2020	GEN	40855	CONSUMERS ENERGY	2,331.02
02/11/2020	GEN	40856	IT RIGHT	125.00
02/11/2020	GEN	40857	LAW ENFORCEMENT SYSTEMS, INC.	114.00
02/11/2020	GEN	40858	LAKEWOOD WASTEWATER AUTHORITY	70.85
02/11/2020	GEN	40859	MI ASSOCIATION OF MAYORS	85.00
02/11/2020	GEN	40860	MICHIGAN STATE POLICE	30.00
02/11/2020	GEN	40861	VILLAGE TRUE VALUE LUMBER	11.86
02/13/2020	GEN	40862	ALTA EQUIPMENT COMPANY	9,795.00
02/13/2020	GEN	40863	AMAZON CAPITAL SERVICES, INC.	55.96
02/13/2020	GEN	40864	CONSUMERS ENERGY	860.09
02/13/2020	GEN	40865	MAILFINANCE	299.94
02/13/2020	GEN	40866	NAPA OF IONIA	61.40
02/13/2020	GEN	40867	JOHNSON CONTROLS SECURITY SOLUTIONS	59.50
02/18/2020	GEN	40868	BLUE CROSS BLUE SHIELD OF MICHIGAN	2,353.96
02/18/2020	GEN	40869	D & K TRUCK CO.	80,738.00
02/18/2020	GEN	40870	FIRST ADVANTAGE OCC. HEALTH	143.32
02/18/2020	GEN	40871	NAPA OF IONIA	39.96
02/18/2020	GEN	40872	SIGNATURE FORD	33,809.00
02/18/2020	GEN	40873	WOW! BUSINESS	67.41
02/26/2020	GEN	40874	AMAZON CAPITAL SERVICES, INC.	1,671.14
02/26/2020	GEN	40875	ARISTA TRUCK SYSTEMS	1,882.44
02/26/2020	GEN	40876	BILL'S POWERWASHER SALES & SERVICE	28.00
02/26/2020	GEN	40877	CINTAS FIRST AID & SAFETY	65.42
02/26/2020	GEN	40878	KATHY'S CLEANING	240.00
02/26/2020	GEN	40879	KIESLER POLICE SUPPLY	1,205.41

Check Date	Bank	Check	Vendor Name	Amount
02/26/2020	GEN	40880	MENARDS-IONIA	173.32
02/26/2020	GEN	40881	STACY STORM	75.00
02/26/2020	GEN	40882	MOTOROLA SOLUTIONS	19,089.00
02/26/2020	GEN	40883	MICHIGAN STATE POLICE	30.00
02/26/2020	GEN	40884	LAKE ODESSA PARTS PLUS	5.95
02/26/2020	GEN	40885	PRO COMM INC	18,047.50
02/26/2020	GEN	40886	ROTARY MULTIFORMS, INC	281.41
02/26/2020	GEN	40887	THE SBAM PLAN	459.48
02/26/2020	GEN	40888	SMITH WELDING & REPAIR	90.00
02/26/2020	GEN	40889	VILLAGE TRUE VALUE LUMBER	6.29
02/26/2020	GEN	40890	VERIZON WIRELESS	270.98
02/26/2020	GEN	40891	JAMES WORTLEY	169.99
02/26/2020	GEN	40892	WOW! BUSINESS	125.02
02/26/2020	GEN	40893	WOW! BUSINESS	91.25
02/27/2020	GEN	125(E)	CARDMEMBER SERVICE	1,205.17
02/28/2020	GEN	40894	IONIA COUNTY TREASURER	2,845.00
02/28/2020	GEN	40895	NAPA OF IONIA	505.38
02/28/2020	GEN	40896	VILLAGE TRUE VALUE LUMBER	2.10

GEN TOTALS:

Total of 56 Checks:	183,466.33
Less 0 Void Checks:	0.00
Total of 56 Disbursements:	<u>183,466.33</u>

Bank HWY 6659 GENERAL HWY

02/18/2020	HWY	1959	BLUE CROSS BLUE SHIELD OF MICHIG	93.37
02/26/2020	HWY	1960	THE SBAM PLAN	68.79

HWY TOTALS:

Total of 2 Checks:	162.16
Less 0 Void Checks:	0.00
Total of 2 Disbursements:	<u>162.16</u>

Bank LOC 6646 LOCAL STREETS

02/05/2020	LOC	2221	DETROIT SALT	1,707.24
02/05/2020	LOC	2222	SUPERIOR ASPHALT, INC.	300.00
02/18/2020	LOC	2223	BLUE CROSS BLUE SHIELD OF MICHIG	27.76
02/26/2020	LOC	2224	THE SBAM PLAN	10.05

LOC TOTALS:

Total of 4 Checks:	2,045.05
Less 0 Void Checks:	0.00
Total of 4 Disbursements:	<u>2,045.05</u>

Bank MAJ 6633 MAJOR STREETS

02/05/2020	MAJ	2288	DETROIT SALT	1,707.25
02/05/2020	MAJ	2289	SUPERIOR ASPHALT, INC.	661.80
02/18/2020	MAJ	2290	BLUE CROSS BLUE SHIELD OF MICHIG	47.80
02/26/2020	MAJ	2291	THE SBAM PLAN	10.20

MAJ TOTALS:

Total of 4 Checks:	2,427.05
Less 0 Void Checks:	0.00
Total of 4 Disbursements:	<u>2,427.05</u>

03/11/2020 11:56 AM
User: PEARL
DB: Lake Odessa Vill:

CHECK REGISTER FOR VILLAGE OF LAKE ODESSA
CHECK DATE FROM 02/01/2020 - 02/29/2020

Page: 3/3

Check Date	Bank	Check	Vendor Name	Amount
Bank WATER	6620 WATER			
02/05/2020	WATER	4827	AMAZON CAPITAL SERVICES, INC.	117.50
02/05/2020	WATER	4828	BADGER METER	760.06
02/05/2020	WATER	4829	H2O COMPLIANCE SERVICES INC.	150.00
02/05/2020	WATER	4830	IT RIGHT	125.00
02/05/2020	WATER	4831	LAKEWOOD NEWS	442.56
02/05/2020	WATER	4832	VERIZON WIRELESS	34.35
02/05/2020	WATER	4833	WEX BANK	300.56
02/11/2020	WATER	4834	AT&T	75.02
02/11/2020	WATER	4835	CRYSTAL FLASH	781.74
02/11/2020	WATER	4836	IT RIGHT	125.00
02/11/2020	WATER	4837	JOHN DEERE FINANCIAL	1,086.21
02/13/2020	WATER	4838	CONSUMERS ENERGY	1,707.54
02/13/2020	WATER	4839	MAILFINANCE	299.94
02/13/2020	WATER	4840	MCCROMETER	1,421.95
02/13/2020	WATER	4841	YORK	1,720.00
02/18/2020	WATER	4842	BLUE CROSS BLUE SHIELD OF MICHIG	4,623.08
02/26/2020	WATER	4843	CITY OF IONIA	44.00
02/26/2020	WATER	4844	THE SBAM PLAN	292.37
02/26/2020	WATER	4845	SMITH WELDING & REPAIR	362.43
02/26/2020	WATER	4846	VERIZON WIRELESS	149.22
02/26/2020	WATER	4847	WOW! BUSINESS	62.51
02/27/2020	WATER	94 (E)	CARDMEMBER SERVICE	267.58
02/28/2020	WATER	4848	NAPA OF IONIA	505.37
02/28/2020	WATER	4849	SLC METER, LLC	117.20
02/28/2020	WATER	4850	HOMEWORKS	2,627.83
02/28/2020	WATER	4851	FAMILY FARM & HOME - CHARLOTTE	949.99

WATER TOTALS:

Total of 26 Checks:	19,149.01
Less 0 Void Checks:	0.00
Total of 26 Disbursements:	19,149.01

REPORT TOTALS:

Total of 94 Checks:	207,326.81
Less 0 Void Checks:	0.00
Total of 94 Disbursements:	207,326.81

PERIOD ENDING 02/29/2020

GL NUMBER	DESCRIPTION	END BALANCE	YTD BALANCE	2019-20		AVAILABLE	% BDGT USED
		02/28/2019 NORM (ABNORM)	02/29/2020 NORM (ABNORM)	ORIGINAL BUDGET	2019-20 AMENDED BUDGET	BALANCE NORM (ABNORM)	
Fund 101 - GENERAL FUND							
Revenues							
UNCLASSIFIED	Unclassified	812,740.15	776,457.29	799,710.00	863,710.00	87,252.71	89.90
TOTAL REVENUES		<u>812,740.15</u>	<u>776,457.29</u>	<u>799,710.00</u>	<u>863,710.00</u>	<u>87,252.71</u>	<u>89.90</u>
Expenditures							
101	GOVERNING BODY	64,917.62	75,414.36	69,050.00	84,575.00	9,160.64	89.17
172	MANAGERS	17,838.84	35,765.55	50,240.00	50,240.00	14,474.45	71.19
265	PAGE MEMORIAL BUILDING	23,347.99	10,583.66	29,060.00	33,360.00	22,776.34	31.73
301	POLICE	207,291.62	317,314.61	355,640.00	359,270.00	41,955.39	88.32
336	FIRE	0.00	0.00	0.00	0.00	0.00	0.00
441	PUBLIC WORKS	220,171.67	233,309.00	203,360.00	329,960.00	96,651.00	70.71
448	PUBLIC UTILITIES-STREET LIGHTING	32,475.89	30,548.36	37,740.00	37,740.00	7,191.64	80.94
536	WATER/SEWER	4,133.78	4,224.60	3,400.00	4,600.00	375.40	91.84
722	ZONING	7,010.46	6,948.62	7,670.00	7,670.00	721.38	90.59
728	ECONOMIC DEVELOPMENT	4,612.31	1,749.00	5,500.00	5,500.00	3,751.00	31.80
751	PARKS AND RECREATION	27,956.06	34,145.67	38,050.00	38,550.00	4,404.33	88.58
790	LIBRARY	0.00	0.00	0.00	0.00	0.00	0.00
999		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		<u>609,756.24</u>	<u>750,003.43</u>	<u>799,710.00</u>	<u>951,465.00</u>	<u>201,461.57</u>	<u>78.83</u>
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		812,740.15	776,457.29	799,710.00	863,710.00	87,252.71	89.90
TOTAL EXPENDITURES		609,756.24	750,003.43	799,710.00	951,465.00	201,461.57	78.83
NET OF REVENUES & EXPENDITURES		<u>202,983.91</u>	<u>26,453.86</u>	<u>0.00</u>	<u>(87,755.00)</u>	<u>(114,208.86)</u>	<u>30.15</u>

PERIOD ENDING 02/29/2020

GL NUMBER	DESCRIPTION	END BALANCE	YTD BALANCE	2019-20		AVAILABLE	% BDGT USED
		02/28/2019 NORM (ABNORM)	02/29/2020 NORM (ABNORM)	ORIGINAL BUDGET	2019-20 AMENDED BUDGET	BALANCE NORM (ABNORM)	
Fund 202 - MAJOR STREET FUND							
Revenues							
UNCLASSIFIED	Unclassified	173,904.95	211,864.30	182,060.00	217,060.00	5,195.70	97.61
TOTAL REVENUES		<u>173,904.95</u>	<u>211,864.30</u>	<u>182,060.00</u>	<u>217,060.00</u>	<u>5,195.70</u>	<u>97.61</u>
Expenditures							
449	STREET DEPT (ACT 51)	137,977.73	173,366.26	184,100.00	196,800.00	23,433.74	88.09
450	MAINTENANCE / CONSTRUCTION	3,893.87	4,036.51	4,250.00	4,250.00	213.49	94.98
869	SNOW REMOVAL	7,584.94	2,841.86	3,710.00	3,710.00	868.14	76.60
TOTAL EXPENDITURES		<u>149,456.54</u>	<u>180,244.63</u>	<u>192,060.00</u>	<u>204,760.00</u>	<u>24,515.37</u>	<u>88.03</u>
Fund 202 - MAJOR STREET FUND:							
TOTAL REVENUES		173,904.95	211,864.30	182,060.00	217,060.00	5,195.70	97.61
TOTAL EXPENDITURES		<u>149,456.54</u>	<u>180,244.63</u>	<u>192,060.00</u>	<u>204,760.00</u>	<u>24,515.37</u>	<u>88.03</u>
NET OF REVENUES & EXPENDITURES		24,448.41	31,619.67	(10,000.00)	12,300.00	(19,319.67)	257.07

PERIOD ENDING 02/29/2020

GL NUMBER	DESCRIPTION	END BALANCE	YTD BALANCE	2019-20		AVAILABLE	% BDGT USED
		02/28/2019 NORM (ABNORM)	02/29/2020 NORM (ABNORM)	ORIGINAL BUDGET	2019-20 AMENDED BUDGET	BALANCE NORM (ABNORM)	
Fund 203 - LOCAL STREET FUND							
Revenues							
UNCLASSIFIED	Unclassified	160,221.97	60,363.06	65,000.00	65,600.00	5,236.94	92.02
TOTAL REVENUES		<u>160,221.97</u>	<u>60,363.06</u>	<u>65,000.00</u>	<u>65,600.00</u>	<u>5,236.94</u>	<u>92.02</u>
Expenditures							
449	STREET DEPT (ACT 51)	25,063.18	17,369.57	31,250.00	31,750.00	14,380.43	54.71
450	MAINTENANCE / CONSTRUCTION	6,229.80	6,458.07	6,550.00	6,550.00	91.93	98.60
869	SNOW REMOVAL	3,068.89	1,408.14	3,710.00	3,710.00	2,301.86	37.96
TOTAL EXPENDITURES		<u>34,361.87</u>	<u>25,235.78</u>	<u>41,510.00</u>	<u>42,010.00</u>	<u>16,774.22</u>	<u>60.07</u>
Fund 203 - LOCAL STREET FUND:							
TOTAL REVENUES		160,221.97	60,363.06	65,000.00	65,600.00	5,236.94	92.02
TOTAL EXPENDITURES		<u>34,361.87</u>	<u>25,235.78</u>	<u>41,510.00</u>	<u>42,010.00</u>	<u>16,774.22</u>	<u>60.07</u>
NET OF REVENUES & EXPENDITURES		125,860.10	35,127.28	23,490.00	23,590.00	(11,537.28)	148.91

PERIOD ENDING 02/29/2020

GL NUMBER	DESCRIPTION	END BALANCE	YTD BALANCE	2019-20		AVAILABLE	% BDGT USED
		02/28/2019 NORM (ABNORM)	02/29/2020 NORM (ABNORM)	ORIGINAL BUDGET	2019-20 AMENDED BUDGET	BALANCE NORM (ABNORM)	
Fund 204 - GENERAL HWY							
Revenues							
UNCLASSIFIED	Unclassified	216,090.74	217,582.23	228,900.00	241,900.00	24,317.77	89.95
TOTAL REVENUES		<u>216,090.74</u>	<u>217,582.23</u>	<u>228,900.00</u>	<u>241,900.00</u>	<u>24,317.77</u>	<u>89.95</u>
Expenditures							
000	BALANCE SHEET / GENERAL	0.00	0.00	0.00	0.00	0.00	0.00
446	HIGHWAYS, STREETS (NOT ACT 51)	128,589.73	139,005.40	152,100.00	153,100.00	14,094.60	90.79
450	MAINTENANCE / CONSTRUCTION	23,082.84	24,012.55	24,500.00	24,700.00	687.45	97.22
TOTAL EXPENDITURES		<u>151,672.57</u>	<u>163,017.95</u>	<u>176,600.00</u>	<u>177,800.00</u>	<u>14,782.05</u>	<u>91.69</u>
Fund 204 - GENERAL HWY:							
TOTAL REVENUES		216,090.74	217,582.23	228,900.00	241,900.00	24,317.77	89.95
TOTAL EXPENDITURES		<u>151,672.57</u>	<u>163,017.95</u>	<u>176,600.00</u>	<u>177,800.00</u>	<u>14,782.05</u>	<u>91.69</u>
NET OF REVENUES & EXPENDITURES		64,418.17	54,564.28	52,300.00	64,100.00	9,535.72	85.12

PERIOD ENDING 02/29/2020

GL NUMBER	DESCRIPTION	END BALANCE	YTD BALANCE	2019-20		AVAILABLE	% BDGT USED
		02/28/2019 NORM (ABNORM)	02/29/2020 NORM (ABNORM)	ORIGINAL BUDGET	2019-20 AMENDED BUDGET	BALANCE NORM (ABNORM)	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY							
Revenues							
UNCLASSIFIED	Unclassified	30,823.22	18,974.64	31,525.00	19,525.00	550.36	97.18
TOTAL REVENUES		<u>30,823.22</u>	<u>18,974.64</u>	<u>31,525.00</u>	<u>19,525.00</u>	<u>550.36</u>	<u>97.18</u>
Expenditures							
275	DDA	8,813.79	13,104.67	28,825.00	29,625.00	16,520.33	44.24
TOTAL EXPENDITURES		<u>8,813.79</u>	<u>13,104.67</u>	<u>28,825.00</u>	<u>29,625.00</u>	<u>16,520.33</u>	<u>44.24</u>
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:							
TOTAL REVENUES		30,823.22	18,974.64	31,525.00	19,525.00	550.36	97.18
TOTAL EXPENDITURES		<u>8,813.79</u>	<u>13,104.67</u>	<u>28,825.00</u>	<u>29,625.00</u>	<u>16,520.33</u>	<u>44.24</u>
NET OF REVENUES & EXPENDITURES		22,009.43	5,869.97	2,700.00	(10,100.00)	(15,969.97)	58.12

PERIOD ENDING 02/29/2020

GL NUMBER	DESCRIPTION	END BALANCE	YTD BALANCE	2019-20		AVAILABLE	% BDGT USED
		02/28/2019 NORM (ABNORM)	02/29/2020 NORM (ABNORM)	ORIGINAL BUDGET	2019-20 AMENDED BUDGET	BALANCE NORM (ABNORM)	
Fund 290 - ARTS							
Revenues							
UNCLASSIFIED	Unclassified	24,069.00	16,747.00	9,472.00	14,250.00	(2,497.00)	117.52
TOTAL REVENUES		<u>24,069.00</u>	<u>16,747.00</u>	<u>9,472.00</u>	<u>14,250.00</u>	<u>(2,497.00)</u>	<u>117.52</u>
Expenditures							
752	ARTS	15,991.60	11,819.23	9,472.00	13,525.00	1,705.77	87.39
TOTAL EXPENDITURES		<u>15,991.60</u>	<u>11,819.23</u>	<u>9,472.00</u>	<u>13,525.00</u>	<u>1,705.77</u>	<u>87.39</u>
Fund 290 - ARTS:							
TOTAL REVENUES		24,069.00	16,747.00	9,472.00	14,250.00	(2,497.00)	117.52
TOTAL EXPENDITURES		15,991.60	11,819.23	9,472.00	13,525.00	1,705.77	87.39
NET OF REVENUES & EXPENDITURES		8,077.40	4,927.77	0.00	725.00	(4,202.77)	679.69

PERIOD ENDING 02/29/2020

GL NUMBER	DESCRIPTION	END BALANCE	YTD BALANCE	2019-20		AVAILABLE	% BDGT USED
		02/28/2019 NORM (ABNORM)	02/29/2020 NORM (ABNORM)	ORIGINAL BUDGET	2019-20 AMENDED BUDGET	BALANCE NORM (ABNORM)	
Fund 291 - CAR SHOW							
Revenues							
UNCLASSIFIED	Unclassified	3,223.50	3,420.39	3,005.00	3,005.00	(415.39)	113.82
TOTAL REVENUES		<u>3,223.50</u>	<u>3,420.39</u>	<u>3,005.00</u>	<u>3,005.00</u>	<u>(415.39)</u>	<u>113.82</u>
Expenditures							
753	CAR SHOW	3,384.82	4,224.90	3,005.00	3,005.00	(1,219.90)	140.60
TOTAL EXPENDITURES		<u>3,384.82</u>	<u>4,224.90</u>	<u>3,005.00</u>	<u>3,005.00</u>	<u>(1,219.90)</u>	<u>140.60</u>
Fund 291 - CAR SHOW:							
TOTAL REVENUES		3,223.50	3,420.39	3,005.00	3,005.00	(415.39)	113.82
TOTAL EXPENDITURES		<u>3,384.82</u>	<u>4,224.90</u>	<u>3,005.00</u>	<u>3,005.00</u>	<u>(1,219.90)</u>	<u>140.60</u>
NET OF REVENUES & EXPENDITURES		(161.32)	(804.51)	0.00	0.00	804.51	100.00

PERIOD ENDING 02/29/2020

GL NUMBER	DESCRIPTION	END BALANCE	YTD BALANCE	2019-20		AVAILABLE	% BDGT USED
		02/28/2019 NORM (ABNORM)	02/29/2020 NORM (ABNORM)	ORIGINAL BUDGET	2019-20 AMENDED BUDGET	BALANCE NORM (ABNORM)	
Fund 591 - WATER FUND							
Revenues							
UNCLASSIFIED	Unclassified	2,849,043.07	964,615.28	947,675.00	964,675.00	59.72	99.99
TOTAL REVENUES		<u>2,849,043.07</u>	<u>964,615.28</u>	<u>947,675.00</u>	<u>964,675.00</u>	<u>59.72</u>	<u>99.99</u>
Expenditures							
536	WATER/SEWER	825,888.02	957,541.82	822,105.00	887,221.45	(70,320.37)	107.93
TOTAL EXPENDITURES		<u>825,888.02</u>	<u>957,541.82</u>	<u>822,105.00</u>	<u>887,221.45</u>	<u>(70,320.37)</u>	<u>107.93</u>
Fund 591 - WATER FUND:							
TOTAL REVENUES		2,849,043.07	964,615.28	947,675.00	964,675.00	59.72	99.99
TOTAL EXPENDITURES		<u>825,888.02</u>	<u>957,541.82</u>	<u>822,105.00</u>	<u>887,221.45</u>	<u>(70,320.37)</u>	<u>107.93</u>
NET OF REVENUES & EXPENDITURES		<u>2,023,155.05</u>	<u>7,073.46</u>	<u>125,570.00</u>	<u>77,453.55</u>	<u>70,380.09</u>	<u>9.13</u>
TOTAL REVENUES - ALL FUNDS		4,270,116.60	2,270,024.19	2,267,347.00	2,389,725.00	119,700.81	94.99
TOTAL EXPENDITURES - ALL FUNDS		<u>1,799,325.45</u>	<u>2,105,192.41</u>	<u>2,073,287.00</u>	<u>2,309,411.45</u>	<u>204,219.04</u>	<u>91.16</u>
NET OF REVENUES & EXPENDITURES		<u>2,470,791.15</u>	<u>164,831.78</u>	<u>194,060.00</u>	<u>80,313.55</u>	<u>(84,518.23)</u>	<u>205.24</u>

Lake Odessa Village Council
Ionia County, Michigan

Trustee _____, supported by Trustee _____, made a motion to adopt the following resolution:

RESOLUTION NO. 2020-16

**APPROVAL TO ADOPT THE SCHEDULE OF FINES FOR PARKING VIOLATIONS
IN THE VILLAGE OF LAKE ODESSA**

WHEREAS, Section 32-51 of the Code of Ordinances, Village of Lake Odessa, Michigan, has established a parking violations bureau for the purpose of handling alleged parking violations within the Village; and

WHEREAS, Section 32-56 of the Code of Ordinances for the Village of Lake Odessa state that parking fines within the Village shall be “established from time-to-time by resolution of the Village Council;” and

WHEREAS, the last review of these rates by the Lake Odessa Village Council was in 2008; and

WHEREAS, the Chief of Police and the Village Manager have reviewed the schedule of fines (attached as “Exhibit A”) and recommend that this schedule maintain the same amounts.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The Village of Lake Odessa Council has reviewed the schedule of fines for parking violations (attached as “Exhibit A”) within the Village of Lake Odessa and approve this schedule as submitted.
3. All resolutions and parts of resolutions, insofar as they conflict with the provisions of this resolution are rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: March 16, 2020

Pearl Ward, Village Clerk/ Treasurer

Exhibit

A

VILLAGE OF LAKE ODESSA SCHEDULE OF PARKING FINES

2020

Offense		Fine (if paid within Two Business Days)	Fine (if paid after Two Business Days)	Uniform Traffic Code, Michigan Vehicle Code, or ordinance section
Parking too far from curb		\$10.00	\$15.00	UTC 28.1801, 28.1802
Angle parking violations		10.00	15.00	UTC 28.1803
Obstructing traffic		10.00	15.00	MCL 257.672
Prohibited parking (signs unnecessary):				MCL 257.674(1)
(1)	On sidewalk	10.00	15.00	
(2)	In front of drive	10.00	15.00	
(3)	Within intersection	10.00	15.00	
(4)	Within 15 feet of hydrant	10.00	15.00	
(5)	On crosswalk	10.00	15.00	
(6)	Within 20 feet of crosswalk or 15 feet of corner lot lines	10.00	15.00	
(7)	Within 30 feet of street side traffic sign or signal	10.00	15.00	
(8)	Within 50 feet of railroad crossing	10.00	15.00	
(9)	Within 20 feet of fire station entrance	10.00	15.00	
(10)	Within 75 feet of fire station entrance on opposite side of street (signs required)	10.00	15.00	
(11)	Beside street excavation when traffic obstructed	10.00	15.00	
(12)	Within 200 feet of accident where police in attendance	10.00	15.00	
(13)	Blocking emergency exit	10.00	15.00	
(14)	Double parking	10.00	15.00	
(15)	Blocking fire escape	10.00	15.00	
(16)	Parking between any village street and the sidewalk	10.00	15.00	
(17)	Parking in area designated for parking by the handicapped	75.00	85.00	
In prohibited zone (signs required)		10.00	15.00	MCL 257.674(1)(n); Ord. Sec. 32-59, 32-

			60
In alley	10.00	15.00	UTC 28.1813
Parking for prohibited purpose:			MCL 28.1814
(1) Displaying for sale	10.00	15.00	
(2) Working or repairing vehicle	10.00	15.00	
(3) Displaying advertising	10.00	15.00	
(4) Selling merchandise	10.00	15.00	
(5) Storage over 48 hours	10.00	15.00	
Wrong side of the street	10.00	15.00	MCL 257.675(1)
Loading zone violation	10.00	15.00	UTC 28.1818
Failure to set brakes	10.00	15.00	UTC 28.1458
Not parked within space	10.00	15.00	Ord. Sec. 32-57
2:00 a.m. to 6:00 a.m.	10.00	15.00	Ord. Sec. 32-58
Vehicle in excess of 1 ½ tons parked on street or public parking lot	10.00	15.00	Ord. Sec. 32-61
Improper storage of vehicle in excess of 1 ½ tons	10.00	15.00	Ord. Sec. 32-62
Vehicle left unattended	10.00	15.00	UTC 28.1458, Ord. Sec. 32-63

Lake Odessa Village Council
Ionia County, Michigan

Trustee _____, supported by Trustee _____, made a motion to adopt the following resolution:

RESOLUTION NO. 2020-17

APPROVAL TO ACCEPT THE RESIGNATION OF LINDSAY FARRELL FROM THE LAKE ODESSA AREA ARTS COMMISSION

WHEREAS, Section 2-141 of the Code of Ordinance for the Village of Lake Odessa establishes an Arts Commission; and

WHEREAS, this Commission consists the Village President and eight (8) appointed members; and

WHEREAS, one of the current members, Lindsay Farrell, has submitted a letter of resignation – a copy of this letter is attached as “Exhibit A.”

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The Village of Lake Odessa Council has received, reviewed, and accepts the letter of resignation from Lindsay Farrell from the Lake Odessa Arts Commission.
3. All resolutions and parts of resolutions, insofar as they conflict with the provisions of this resolution are rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: March 16, 2020

Pearl Ward, Village Clerk/ Treasurer

Lindsay Farrell
225 Elm St., Portland, MI 48875

March 9, 2020

RE: Letter of Resignation

Dear Council Members and Arts Commission Board;

It is with regret that I am writing to inform you of my decision to resign my position on the Board of the Lake Odessa Arts Commission, effective immediately.

My other commitments have become too great for me to be able to fulfill the requirements of my position on the Board, and I feel it is best for me to make room for someone with the time and energy to devote to the job.

I have enjoyed my time being a part of the Arts Commission board. I am happy with all that board has done over the past few years that I have served. I have no doubts that the board will continue to grow with future successes.

Best regards,

A handwritten signature in black ink that reads "Lindsay Farrell". The signature is written in a cursive, flowing style.

Lindsay Farrell

Exhibit

A

Lake Odessa Village Council
Ionia County, Michigan

Trustee _____, supported by Trustee _____, made a motion to adopt the following resolution:

RESOLUTION NO. 2020-18

A RESOLUTION ESTABLISHING RATES, FEES, AND SCHEDULES FOR WATER SERVICE PURSUANT TO SECTION 34-54 OF THE CODE OF ORDINANCES, VILLAGE OF LAKE ODESSA, MICHIGAN

WHEREAS, Section 34-54 of the Code of Ordinances, Village of Lake Odessa, Michigan, provides that rates and fees to be charged for service furnished by the Lake Odessa water supply system shall be as set by resolution of the Village Council; and

WHEREAS, the Village Council has reviewed existing rates and fees;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. that the following rates and fees are hereby established:

1) Resident Water Rates

a) Service demand charge per quarter:

Meter Size in Inches	Rate
5/8 & 3/4	\$26.82
1	\$47.70
1 1/2	\$107.33
2	\$190.80
3	\$429.31
4	\$763.22
6	\$1,717.23
8	\$3,052.85

b) Usage charge: \$3.61 per 1,000 gallons or portion thereof

2) Non-Resident Water Rates

a) Service demand charge per quarter:

Meter Size in Inches	Rate
5/8 & 3/4	\$26.82

1	\$47.70
1 1/2	\$107.33
2	\$190.80
3	\$429.31
4	\$763.22
6	\$1,717.23
8	\$3,052.85

- b) Usage charge: \$7.22 per 1,000 gallons or portion thereof
- 3) Flat Rate Non-Metered
- a) Service demand charge: \$26.82 per quarter
 - b) Residential Usage charge (based on REU 13,000 gallons): \$46.93
 - c) Commercial Usage charge (based on REU 13,000 gallons): \$93.86
- 4) Turn-On and Turn-Off Fees
- a) At customer request: \$10.00
 - b) When necessitated by non-payment: \$20.00
- 5) Connection Fees
- a) 2" service: \$2,050 plus \$27.75 per linear foot
 - b) 1 1/2" service: \$1,800 plus \$24.50 per linear foot
 - c) 1" service: \$1,500 plus \$22.00 per linear foot
 - d) Commercial/Multiple Dwelling connections (1" and larger): add \$350.00 per residential unit
 - e) Service larger than 2" (if available): negotiable
- 5) Meter Installation Fees
- a) Current cost to restock inventory on all materials used for installation of meter
- 6) Final Reads
- a) At customer request: \$10.00
- 6) Late Fee
- a) Any bill not paid when due shall be deemed delinquent and be subject to a delinquency charge equal 10% of the amount of the bill or \$5.00, whichever sum is greater. No additional interest shall accrue.
- 7) Cash Deposit for Responsible Tenants
- a) Deposit of \$300, refundable when responsibility of the account is transferred to a new party
- 8) Non-Sufficient Fund Check Fee
- a) Fee of \$35 per check, in addition to the applicable late fee.

9) Billing Schedule

- a) Water charges shall be billed quarterly and due and payable to the village on the last day of billing month: January 31, April 30, July 31, and October 31.

2. That the above-referenced rates, fees, and billing schedule shall become effective 30 days after the adoption of this resolution.

3. All resolutions and parts of resolutions, insofar as they conflict with the provisions of this resolution are rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: March 16, 2020

Pearl Ward, Village Clerk/ Treasurer

Lake Odessa Village Council

Ionia County, Michigan

Trustee _____, supported by Trustee _____, made a motion to adopt the following resolution:

RESOLUTION NO. 2020-19

APPROVING THE QUOTE FROM PEERLESS MIDWEST, INC FOR THE REBUILDING OF TWO (2) HIGH-SERVICE PUMPS FOR THE VILLAGE WATER TREATMENT PLANT

WHEREAS, the Village of Lake Odessa owns, operates, and maintains a municipal water system that provides clean drinking water to the residents and businesses of Lake Odessa; and

WHEREAS, this water is pumped from the ground through a series of wells and is then pumped to a water filtration plant located on Bonanza Road; and

WHEREAS, this filtration plant contains equipment that filters the water and distributes it out to the community; and

WHEREAS, the pumps used for this process were installed in 2006 and requires annual maintenance, which has been performed regularly by the Department of Public Works; and

WHEREAS, due to their almost continuous operation, and per manufacturer specifications, these pumps need to be rebuilt every ten (10) years in order to maintain efficiency and consistent production in order to ensure that clean, safe, and healthy drinking water is provided to the community on a continuous basis; and

WHEREAS, the DPW Supervisor has sought quotes for the rebuilding of these pumps, per the Village's adopted Purchasing Policy. The DPW Supervisor recommends that the quote from Peerless Midwest, Inc be approved for this proposed work, for a cost not to exceed \$36,562.04. A copy of this quote is attached as "Exhibit A."

NOW THEREFORE BE IT RESOLVED:

1. The Lake Odessa Village Council approves the attached quote from Peerless Midwest, Inc for the proposed rebuilding of the two high-service pumps at the Village's water treatment plant, for a cost not to exceed \$36,562.04.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: March 16, 2020

Pearl Ward, Village Clerk/ Treasurer

Lake Odessa Village Council

Ionia County, Michigan

Trustee _____, supported by Trustee _____, made a motion to adopt the following resolution:

RESOLUTION NO. 2020-20

APPROVING THE QUOTE FROM PEERLESS MIDWEST, INC FOR THE INSTALLATION OF NEW WATER FILTRATION MEDIA FOR THE VILLAGE WATER TREATMENT PLANT

WHEREAS, the Village of Lake Odessa owns, operates, and maintains a municipal water system that provides clean drinking water to the residents and businesses of Lake Odessa; and

WHEREAS, this water is pumped from the ground through a series of wells and is then pumped to a water filtration plant located on Bonanza Road; and

WHEREAS, this filtration plant contains equipment and processes which filters groundwater and distributes it out to the wider system; and

WHEREAS, the main filtering component used for filtering water pumped directly from the ground is an anthracite and gravel mixture, commonly known as “filtration media.” Upon filtering direct groundwater, the filtered water is pumped into the system; and

WHEREAS, this filtration media has a useful life expectancy of between twelve (12) and fifteen (15) years in order to properly filter and remove iron, manganese and other elements from the groundwater. This filtration media was last replaced fourteen (14) years ago; and

WHEREAS, the DPW Supervisor has sought quotes for the replacement of the filtration media, per the Village’s adopted Purchasing Policy, and recommends that the quote received from Peerless Midwest, Inc – for a cost of \$55,263.65. A copy of this quote is attached as “Exhibit A.”

WHEREAS, this expense was budgeted for in the adopted Village of Lake Odessa FY 2020-2021 budget.

NOW THEREFORE BE IT RESOLVED:

1. The Lake Odessa Village Council approves the attached quote from Peerless Midwest, Inc for the proposed installation of new filtration media at the Village’s water treatment plant, for a cost of \$55,263.65.
2. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: March 16, 2020

Pearl Ward, Village Clerk/ Treasurer

LAKE ODESSA VILLAGE COUNCIL
Ionia County, Michigan

Moved by Trustee _____, supported by Trustee _____, to adopt the following resolution:

RESOLUTION NO. 2020-21

**APPROVAL TO ADOPT REVISED VILLAGE COUNCIL
RULES OF PROCEDURE**

WHEREAS, a general law village is required by the General Law Village Act, 1895 PA 3, as amended, to adopt rules of its own proceedings; and

WHEREAS, the Michigan Legislature amended the Open Meetings Act, 1976 PA 267, MCL 15.261 - 15.275, effective March 29, 2019, to allow for the absence of any member of a public body due to military duty; and

WHEREAS, Section 3(2) of the Open Meetings Act requires that public bodies shall establish the following procedures to accommodate the absence of any member of the public body due to military duty:

- (a) Procedures by which the absent member may participate in, and vote on, business before the public body, including, if feasible, procedures that ensure 2-way communication, and
- (b) Procedures by which the public is provided notice of the absence of the member and information about how to contact that member sufficiently in advance of a meeting of the public body to provide input on any business that will come before the public body.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The Lake Odessa Village Council has reviewed the revised Village Council Rules of Procedure (attached as "Exhibit A"), and hereby approve the same.
2. All resolutions and parts of resolutions, insofar as they conflict with the provisions of this resolution, are rescinded.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED.

Dated: March 16, 2020

Pearl Ward, Village Clerk/Treasurer

VILLAGE OF LAKE ODESSA



VILLAGE COUNCIL RULES OF PROCEDURE

Revised: March 16, 2020

Exhibit A

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I. INTRODUCTION

These Rules of Procedure are adopted pursuant to the requirements of the General Law Village Act, 1895 PA 3, as amended.

Rules of procedure help a council to run an efficient meeting and to deal with the public and the media in a positive manner. The Village Council should review and re-adopt these Rules of Procedure at its first meeting after Council Members have been elected, have taken office and when a quorum is present.

II. REGULAR AND SPECIAL MEETINGS

All meetings of the Village Council will be held in compliance with state statutes, including the Open Meetings Act, 1976 PA 267, as amended, and with these rules.

A. Regular meetings. Regular meetings of the Village Council will be held on the third Monday of each month, beginning at 7 p.m. at the Page Memorial Building, unless otherwise rescheduled by a majority vote of the Village Council. Council meetings shall conclude no later than 10:30 p.m., subject to extension by the council.

B. Special meetings. A special meeting shall be called by the President or any three members of the Council on at least 24 hours' written notice to each member of the Council, served personally or left at the Council Member's usual place of residence. Special meeting notices shall state the purpose of the meeting. No official action shall be transacted at any special meeting of the Council unless the item has been stated in the notice of such meeting.

C. Posting requirements for regular and special meetings.

1. Within 10 days after the regular December meeting of the Council, a public notice stating the dates, times and places of the regular monthly council meetings for the following calendar year will be posted at the Village offices.
2. For a rescheduled regular or a special meeting of the Council, a public notice stating the date, time, and place of the meeting shall be posted at the Village office at least 18 hours before the meeting.
3. The notice described above is not required for a meeting of the Council in emergency session in the event of a severe and imminent threat to the health, safety or welfare of the public, when two-thirds of the members of the Council determine that delay would be detrimental to the Village's efforts in responding to the threat.

D. Minutes of regular and special meetings.

1. The Clerk shall attend Council meetings and record all proceedings and resolutions of the Council, in accordance with Section 64.5 of the General Law Village Act of 1895, as amended, and the Open Meetings Act.
2. In the absence of the Clerk, the Council may appoint one of its own members or another person to temporarily perform the Clerk's duties.
3. Within 8 business days of a Council meeting, minutes of the council proceedings shall be prepared by the Clerk and shall indicate the vote of the Council Members and will be available for public inspection.
4. A copy of the approved minutes of each regular or special council meeting shall be available for public inspection at the Village offices during regular business hours or at www.lakeodessa.org within 5 business days after the meeting at which the minutes are approved by the public body.

E. Study sessions. Upon the call of the President or any three members of the Council, and with appropriate notice to the Council Members and to the public, the Council may convene a work session devoted exclusively to the exchange of information relating to municipal affairs. No votes shall be taken on any matters under discussion, nor shall any Council Member enter into a formal commitment with another member regarding a vote to be taken subsequently.

III. CONDUCT OF MEETINGS

A. Meetings to be public. All regular and special meetings of the Council shall be open to the public, and citizens shall have a reasonable opportunity to be heard in accordance with such rules and regulations as the Council may determine, except that the meetings may be closed to the public and the media in accordance with the Open Meetings Act. All official meetings of the Council and its committees shall be open to the media, freely subject to recording by radio, television and photographic services at any time, provided that such arrangements do not interfere with the orderly conduct of the meetings.

B. Agenda preparation. An agenda for each regular Council meeting shall be prepared by the President with the following order of business:

1. Call to order
2. Pledge of Allegiance
3. Roll call of Council Members
4. Approval of agenda
5. Public comment on agenda items
6. Minutes
7. Expenditures

8. Approval of consent agenda
9. Departmental reports
10. Committee reports
11. Presentations
12. Discussion items
13. Public hearings
14. Unfinished business
15. New business
16. Miscellaneous Correspondence
17. Trustee Comments
18. Public comment
19. Adjournment

Any Council Member shall have the right to add items to the regular agenda before it is approved.

C. Consent agenda. A consent agenda may be used to allow the Council to act on numerous administrative or non-controversial items at one time. Included on the agenda can be items such as board and committee minutes, approval of recognition resolutions, etc. Upon request by any member of the Council, an item shall be removed from the consent agenda and placed on the regular agenda for discussion.

D. Agenda distribution. An agenda and supporting materials shall be distributed to Council members no later than the Friday prior to each regular Council meeting.

E. Quorum. A majority of the entire elected or appointed and sworn members of the Council shall constitute a quorum for the transaction of business at all Council meetings. In the absence of a quorum, a lesser number may adjourn any meeting to a later time or date, with appropriate public notice.

F. Attendance at council meetings.

1. Election to the Village Council is a privilege freely sought by the nominee. It carries with it the responsibility to participate in Council activities and represent the residents of the Village. Attendance at Council meetings is critical to fulfilling this responsibility. A general law village council is empowered by Section 65.5 of the General Law Village Act, as amended, to adjourn a meeting if a quorum is not present, and compel attendance in a manner prescribed by ordinance.
2. The Council, by unanimous vote, may excuse absences for cause. If a Council Member has more than three unexcused successive absences for regular or special Council meetings, the Council may enact a resolution of reprimand. In the event that the member's absences continue for more than three additional successive regular or special meetings of the Council, the Council may enact a resolution of censure or request the Council Member's resignation or both.

3. The following definition and procedures shall apply to accommodate the absence from a public meeting, workshop and/or work session (hereafter "meeting") of a Council Member due to military duty:
 - a) "Military Duty" means: (1) training and service performed by an inductee, enlistee or reservist or any entrant into a temporary component of the armed forces of the United States, and (2) time spent in reporting for and returning from such training and service, or if rejection occurs, from the place of reporting, pursuant to a lawful order.
 - b) The Council Member who will be absent from a meeting due to military duty shall notify the Village Manager of the intended absence and affected dates sufficiently in advance of the public meeting to allow the public to provide input on any business that will come before the Village Council, along with an e-mail address and telephone number where that Council Member can be reached during the absence from the meeting for military duty.
 - c) Upon notification by the Village Manager to the Village Clerk of the absence under this sub-section, the Village Clerk shall post a notice of the affected public meeting, which shall include a notification to the public of the name of the Council Member who will be absent due to military duty, and a notification that the Council Member may be contacted through the Village of Lake Odessa website portal or with a written message submitted to the Village Manager's office.
 - d) The Council Member who will be absent from a public meeting due to military duty shall be permitted to participate in, and vote on, business before the public body in a manner determined by the Village Manager, or his/her designee, to ensure 2-way communication wherever feasible, ideally utilizing a form of teleconferencing whenever possible.

G. Presiding officer.

1. The presiding officer shall be responsible for enforcing these Rules of Procedure and for enforcing orderly conduct at meetings. The President is ordinarily the presiding officer and serves as a voting member of the council on all issues.
2. The President, with concurrence of the Council, shall appoint one member President Pro Tempore, who shall preside in the absence of the President.
3. In the absence of both the President and the President Pro Tempore, Council shall appoint one member from the remaining Council Members present.

H. Disorderly conduct. The presiding officer may call to order any person who is being disorderly by speaking out of order or otherwise disrupting the proceedings, failing to be germane, speaking longer than the allotted time or speaking vulgarities.

Such person shall be seated until the chair determines whether the person is in order. If the person so engaged in presentation is called out of order, he or she shall not be permitted to continue to speak at the same meeting except by special leave of the Council. If the person shall continue to be disorderly and disrupt the meeting, the presiding officer may order the sergeant at arms to remove the person from the meeting. No person shall be removed from a public meeting except for an actual breach of the peace committed at the meeting.

IV. CLOSED MEETINGS

A. Purpose. Closed meetings may be held only for the reasons authorized in the Open Meetings Act, as follows:

1. To consider the dismissal, suspension, or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member or individual agent when the named person requests a closed meeting.
2. For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement when either negotiating party requests a closed hearing.
3. To consider the purchase or lease of real property up to the time an option to purchase or lease that real property is obtained.
4. To consult with the municipal attorney or another attorney regarding trial or settlement strategy in connection with specific pending litigation, but only when an open meeting would have a detrimental financial effect on the litigating or settlement position of the council.
5. To review the specific contents of an application for employment or appointment to a public office when a candidate requests that the application remain confidential. However, all interviews by the Council for employment or appointment to a public office shall be held in an open meeting.
6. To consider material exempt from discussion or disclosure by state or federal statute.

B. Calling closed meetings. At a regular or special meeting, the Council Members, elected or appointed and serving, by a two-thirds roll call vote may call a closed session under the conditions outlined in Section C.1 above, and in accordance with the Open Meetings Act. The roll call vote and purpose(s) for calling the closed meeting shall be entered into the minutes of the public part of the meeting at which the vote is taken.

C. Minutes of closed meetings. A separate set of minutes shall be taken by the Clerk or the designated secretary of the Council at the closed session. These minutes will

be retained by the Clerk under seal, shall not be available to the public, and shall only be disclosed if required by a civil action, as authorized by the Michigan Open Meetings Act. These minutes may be destroyed one year and one day after approval of the minutes of the regular meeting at which the closed session was approved.

V. DISCUSSION AND VOTING

- A. Rules of parliamentary procedure.** The rules of parliamentary practice as contained in the latest edition of “Robert’s Rules of Order” shall govern the Council in all cases to which they are applicable, provided that they are not in conflict with these Rules, Village ordinances or applicable state statutes. The President may appoint a parliamentarian. The chair shall preserve order and decorum and may speak to points of order in preference to other Council Members. The chair shall decide all questions arising under this parliamentary authority, subject to appeal and reversal by a majority of the Council Members present. Any member may appeal to the Council a ruling of the presiding officer. If the appeal is seconded, the member making the appeal may briefly state the reason for the appeal and the presiding officer may briefly state the ruling. There shall be no debate on the appeal and no other member shall participate in the discussion. The question shall be, “Shall the decision of the chair be sustained?” If the majority of the members present vote “aye,” the ruling of the chair is sustained; otherwise it is overruled.
- B. Conduct of discussion.** During the Council discussion and debate, no member shall speak until recognized for that purpose by the chair. After such recognition, the member shall confine discussion to the question at hand and to its merits and shall not be interrupted except by a point of order or privilege raised by another member. Speakers should address their remarks to the chair, maintain a courteous tone, and avoid interjecting a personal note into debate. No member shall speak more than once on the same question unless every member desiring to speak to that question shall have had the opportunity to do so. The chair, at his or her discretion and subject to the appeal process mentioned in Section A. above, may permit any person to address the Council during its deliberations.
- C. Ordinances and resolutions.** No ordinance, except an appropriation ordinance, an ordinance adopting or embodying an administrative or governmental code, or an ordinance adopting a code of ordinances, shall relate to more than one subject, and that subject shall be clearly stated in its title. A vote on all ordinances and resolutions shall be taken by a roll call vote and entered in the minutes.
- D. Roll call.** In all roll call votes, the names of all members of the Council shall be called, with the President voting last.

E. Duty to vote.

1. Election to a deliberative body carries with it the obligation to vote. Council Members present at a Council meeting shall vote on every matter before the body, unless otherwise excused or prohibited from voting by law. A Council Member who is present and abstains or does not respond to a roll call vote shall be counted as voting with the prevailing side and shall be so recorded, unless otherwise excused or prohibited by law from voting.
2. Conflict of interest, as defined by law, shall be the sole reason for a member to abstain from voting. The opinion of the Village attorney shall be binding on the Council with respect to the existence of a conflict of interest.
3. A vote may be tabled, if necessary, to obtain the opinion of the Village attorney.
4. The right to vote is limited to the members of Council present at the time the vote is taken.
5. Voting by proxy or by telephone is not permitted. All votes must be held and determined in public; no secret ballots are permitted.

F. Results of voting. In all cases where a vote is taken, the chair shall declare the result. It shall be in order for any Council Member voting in the majority to move for a reconsideration of the vote on any question at that meeting or at the next succeeding meeting of the Council. When a motion to reconsider fails, it cannot be renewed.

VI. CITIZEN PARTICIPATION

A. In General. Each regular Council meeting agenda shall provide for reserved time for citizen comment. If requested by a member of the Council, the presiding officer shall have discretion to allow a member of the audience to speak at times other than reserved time for citizen comment.

B. Length of presentation. Any person who addresses the Council during a Council meeting with regard to an agenda item or during a public hearing shall be limited to five minutes in length per individual presentation. The clerk will maintain the official time and notify the speakers when their time is up.

C. Addressing the Council. When a person addresses the Council, he or she shall state his or her name and home address. Remarks should be confined to the question at hand and addressed to the chair in a courteous tone. No person shall have the right to speak more than once on any particular subject until all other persons wishing to be heard on that subject have had the opportunity to speak.

VII. MISCELLANEOUS

- A. Adoption and amendment of rules of procedure.** These Rules of Procedure of the Council will be placed on the agenda of the regular November Council meeting following the seating of newly-elected Council Members, for review and adoption. A copy of the Rules adopted shall be distributed to each Council Member. The Council may alter or amend its rules at any time by a vote of a majority of its members after notice has been given of the proposed alteration or amendment.
- B. Suspension of rules.** These Rules may be suspended for a specified portion of a meeting by an affirmative vote of two-thirds of the members present, except that Council actions shall conform to state statutes and to the Michigan and the United States Constitutions.
- C. Bid awards.** Bids will be awarded by the Council during regular or special meetings. A bid award may be made at a special meeting of Council if that action is announced in the notice of the special meeting.
- D. Committees.**
1. Standing and special committees of council. The Village shall have the following standing committees:
 - a) **Personnel/Finance:** Makes recommendations to the Village Council regarding human resource issues and Village financial matters; conducts appeal hearings on employee complaints in accordance with the Employee Policies & Procedure Handbook.
 - b) **Recreation/Special Projects:** Makes recommendations to the Village Council with regard to recreational facilities and policies, as well as such other matters as may be referred to it from time to time by the Village Council.
 2. Committee members will be appointed by the President, subject to a majority vote of the Council. They shall be members of the Council. The President shall fill any committee vacancies. The committee member shall serve for a term of one year and may be re-appointed. Special committees may be established for a specific period of time by the President or by a resolution of the Council which specifies the task of the special committee and the date of its dissolution.
- E. Citizen task forces.** Citizen task forces may be established by a resolution of the Council which specifies the task to be accomplished and the date of its dissolution. Members of such committees will be appointed by the President, subject to approval by a majority vote of the Council, and must be residents of the Village. Vacancies will be filled by majority vote of the Council in the same way appointments are made.

F. Authorization for contacting the Village attorney. The following officials (by title) are authorized to contact the Village attorney regarding municipal matters:

1. Village Manager
2. President



87TH DISTRICT
STATE CAPITOL
P.O. BOX 30014
LANSING, MI 48909-7514

MICHIGAN HOUSE OF REPRESENTATIVES

JULIE CALLEY
STATE REPRESENTATIVE

PHONE: (517) 373-0842
FAX: (517) 373-6979
juliecalley@house.mi.gov
www.repcalley.com

MEMORANDUM

DATE: March 11, 2020
TO: Local clerks
FROM: Julie Calley
SUBJECT: Census

As you know, every ten years, the U.S. Constitution requires a headcount of every person living in the United States. Completing the census is critically important because it determines funding through 2030 for local communities and essential services, shapes congressional representation, determines legislative districts, and more.

I was appointed by our Speaker to the Complete Count Committee, a bipartisan group of leaders who recognize the importance of the census. Michigan's census campaign is a collaboration between the State of Michigan, the U.S. Census Bureau, and the Michigan Nonprofit Association.

Please share this memo with your board members. I ask that you consider talking about the census if you have a website or newsletter, as well.

Talking point #1: Michiganders pay a lot of taxes. If we don't achieve a complete count, we will be unnecessarily donating our funds to other states.

In Michigan, over 40% of the state's budget relies on federal funding that is distributed to Michigan communities annually based on census data. These programs include highway planning and construction, public health, education, food and housing assistance, and much more.

Talking point #2: Census data impacts the number of congressional seats that each state holds. We need to make sure we have as many congresspeople in D.C. as possible, to properly represent Michigan's voice and values.

Talking point #3: It's constitutional and confidential. The U.S. Census Bureau will send a notice to all addresses in the U.S. beginning in March 2020. The 2020 Census form includes nine questions regarding the number of people living in your household, their ages, race, ethnicity,

marital status, and housing type. Responding to the census is convenient and can be completed by mail, phone, or online. Doing this promptly will save money, as the state won't have to expend resources to follow up.

Talking point #4: We need our neighbors to help. The U.S. Census Bureau is also looking for thousands of Michiganders to apply for census jobs, both full and part-time positions, including nights and weekends. Since these are temporary positions, they will not count against individuals who currently qualify for public assistance. For more information regarding employment and pay, please visit: <https://2020census.gov/en/jobs>.

In 2010, 78% of the state's population completed the census. Michigan's goal is to achieve an 82% participation rate in 2020. We need your help.

For further details and resources, please visit the website below and do not hesitate to reach out to my office. Thank you in advance for your partnership, as every Michigander counts!

Other informational sources are as follows.

Twitter: @micensus;

Facebook: @MiCensus

Instagram: @micensus

Website: <https://www.michigan.gov/census2020/>



STATE OF MICHIGAN
OFFICE OF THE GOVERNOR
LANSING

GRETCHEN WHITMER
GOVERNOR

GARLIN GILCHRIST II
LT. GOVERNOR

Michigan Department of Health and Human Services (MDHHS)
Interim Recommendations for COVID-19 Community Mitigation Strategies
March 11, 2020

[The most up-to-date guidance on these and other mitigation strategies is available at www.Michigan.gov/coronavirus. This matter is rapidly evolving and MDHHS may provide updated guidance.]

Community mitigation strategies are crucial to slowing the transmission of coronavirus disease 2019 (COVID-19) in Michigan, particularly before a vaccine or treatment becomes available. These strategies provide essential protections to individuals at risk of severe illness and to health care and other critical infrastructure workforces. Preventing a sudden, sharp increase in the number of people infected with COVID-19 will help minimize disruptions to daily life and limit the demand on health care providers and facilities.

These recommended strategies apply at the individual, organizational, and community levels. They apply to businesses, workplaces, schools, community organizations, health care institutions, and individuals of all ages, backgrounds, and health profiles. Everyone has some measure of responsibility to help limit the spread of this disease. Even individuals who are healthy can help prevent the spread of COVID-19 to others.

Michiganders have been preparing for COVID-19 for weeks, and all individuals should continue to take the following basic personal-hygiene measures to prevent the spread of the virus:

- wash your hands often with soap and water or use hand sanitizer;
- avoid touching your eyes, nose, or mouth with unwashed hands;
- cover your mouth and nose with a tissue when coughing or sneezing;
- avoid handshakes;
- avoid contact with sick people who are sick; and
- stay home when you are sick.

Michigan must take further action, however. To help avoid a rapid increase of cases in the state, MDHHS recommends implementing now the following community mitigation strategies. Please note, guidance for health care providers is not addressed in this document, but is available at www.Michigan.gov/coronavirus.

Individuals and families at home:

1. Learn about the signs and symptoms of COVID-19. Symptoms include fever, cough, and difficulty breathing.
2. If you have respiratory symptoms, **STAY HOME WHEN YOU ARE SICK**. Call your health care provider's office in advance of your visit.
3. Regularly clean and disinfect frequently touched surfaces, like doorknobs, keyboards, cell phones, and light switches.
4. Communicate and reinforce best practices for washing hands and covering coughs and sneezes.
5. Be prepared if there is COVID-19 in your household or a disruption of daily activities in your community. For example, maintain a supply of medications, food, and other essentials in your house. Consider alternative shopping options such as curbside pickups or online deliveries.
6. Access services as much as possible online or by phone.

Individuals at risk of severe illness:

These individuals include, but are not limited to, older adults and persons of any age with underlying medical conditions, such as persons with a blood disorder (e.g., sickle cell disease or a disorder being treated with blood thinners), an endocrine disorder (e.g., diabetes mellitus), or a metabolic disorder (such as inborn error of metabolism); those with heart disease, lung disease (including asthma or chronic obstructive pulmonary disease), chronic kidney disease, or chronic liver disease; those with a compromised immune system (e.g., those who are receiving treatments such as radiation or chemotherapy, who have received an organ or bone marrow transplant, who are taking high doses of immunosuppressant, or who have HIV or AIDS); those who are currently pregnant or were pregnant in the last two weeks; and those with neurological or neurologic and neurodevelopment conditions.

1. Individuals at risk of severe illness should stay at home and keep away from others who are sick, except in exceptional circumstances. Wash your hands often, particularly after contact with high-touch surfaces. Avoid crowds and closed-in settings with little air ventilation as much as possible. Avoid cruise travel and non-essential air travel.
2. Regularly clean and disinfect frequently touched surfaces, like doorknobs, keyboards, cell phones, and light switches.
3. In households with individuals at risk of severe illness, provide a protected space for those individuals and have healthy people conduct themselves as if they were a significant risk to those individuals. For example, healthy people should wash their hands before feeding or caring for an at-risk individual.
4. Have a plan for if you get sick, and stay in touch with others by phone or email.
5. Watch for symptoms and emergency warning signs that require immediate medical attention.
6. Family members and caregivers can support older adults by knowing what medications they are taking and ensuring there is an extra supply on hand.
7. Family members and caregivers can support older adults by monitoring food and other necessary medical supplies (e.g., oxygen, incontinence, dialysis, and wound care supplies) and by creating a back-up plan for securing those essentials if they run out.

Assisted living facilities, adult day care programs, and senior living facilities:

1. Encourage personal protective measures among residents, clients, and staff, including handwashing and covering coughs and sneezes.
2. Encourage residents, clients, and staff to stay home (or in their private quarters) when sick and to notify program administrators of illness.
3. Regularly clean and disinfect frequently touched surfaces, like doorknobs, keyboards, cell phones, and light switches.
4. Ensure hand hygiene supplies are readily accessible throughout the facility.
5. If caring for an individual living in a care facility, monitor the situation, ask about the health of the other residents frequently, and know the protocol if there is an outbreak.
6. Implement social distancing measures as feasible, such as reducing large gatherings, altering meal schedules to reduce mixing, and limiting programs with external staff.

7. Limit visitors to only those who are absolutely necessary and implement screening of visitors for temperature and respiratory symptoms.
8. Maintain contact with individuals at risk of severe illness who are no longer able to attend day care programs.

Universities and colleges:

1. Educate students and the community about COVID-19 and preventative hygiene practices.
2. Regularly clean and disinfect frequently touched surfaces, like doorknobs, keyboards, cell phones, and light switches.
3. Encourage staff and students to stay home when sick.
4. Cancel or postpone large gatherings, conferences, and sporting events (e.g., greater than 100 people in a shared space).
5. Consider tele-learning opportunities, as feasible.
6. Communicate and reinforce best practices for washing hands and covering coughs and sneezes.
7. Students and faculty at risk of severe illness should implement plans for distance learning.

Schools and childcare facilities:

1. Educate students and the community about COVID-19 and preventative hygiene practices.
2. Encourage staff and students to stay home when sick.
3. Report influenza-like activity, absenteeism, and potential school dismissals to public health officials.
4. Separate sick students and staff from others until they can go home. When feasible, identify a “sick room” through which others do not regularly pass.
5. Communicate and reinforce best practices for washing hands and covering coughs and sneezes.

6. Regularly clean and disinfect frequently touched surfaces, like doorknobs, keyboards, cell phones, and light switches.
7. Consider having students eat meals in their classrooms as opposed to a cafeteria-like setting, or alter meal schedules for smaller-group gatherings.
8. Limit large gatherings such as assemblies and limit inter-school interactions.
9. Alter schedules for recess and entry/dismissal to reduce the mixing of large numbers of students and staff.
10. Schools with students at risk of severe illness should consider implementing plans for distance learning for those students, to the extent feasible.

Workplaces:

1. Encourage employees to stay home when sick and to notify supervisors of illness.
2. Communicate and reinforce best practices for washing hands covering coughs and sneezes.
3. Regularly clean and disinfect frequently touched surfaces, like doorknobs, keyboards, cell phones, and light switches.
4. Ensure hand hygiene supplies are readily accessible throughout the workplace.
5. Encourage staff to tele-work when feasible, particularly individuals at risk of severe illness.
6. Implement social distancing measures as feasible, including limiting in-person meetings.
7. Limit large work-related gatherings (e.g., staff meetings and after-work functions).
8. Limit non-essential work travel.
9. Cancel or postpone large gatherings, conferences, and sporting events (e.g., greater than 100 people in a shared space).
10. Discourage employees from eating meals in a large group setting, such as a cafeteria.
11. Tailor continuity of operation plans to the COVID-19 threat.

Community and faith-based organizations:

1. Identify safe ways to serve those who are at high risk or vulnerable through outreach and assistance.
2. Encourage staff and members to stay home when sick and to notify the organization of illness.
3. Communicate and reinforce best practices for washing hands and covering coughs and sneezes.
4. Regularly clean and disinfect frequently touched surfaces, like doorknobs, keyboards, cell phones, and light switches.
5. Ensure hand hygiene supplies are readily accessible.
6. Implement social distancing measures as feasible.
7. Reduce in-person gatherings and activities, especially for organizations with individuals at risk of severe illness. Consider offering video or audio of events.
8. Determine ways to continue providing support services to individuals at risk of severe illness while limiting group settings and exposures.
9. Avoid large gatherings (e.g., greater than 100 people in a shared space) or move to smaller and staggered gatherings.
10. For organizations that serve high-risk communities, cancel gatherings of more than 10 people.

Other mass events:

1. Cancel or postpone large gatherings, conferences, and sporting events (e.g., greater than 100 people in a shared space).
2. Regularly clean and disinfect frequently touched surfaces, like doorknobs, keyboards, and light switches.
3. Communicate and reinforce best practices for washing hands and covering coughs and sneezes.