

**VILLAGE OF MATTAWAN  
REGULAR COUNCIL MEETING**

**AUGUST 23, 2021**

**MINUTES**

1. CALL TO ORDER @ 7:00 P.M.

2. PLEDGE OF ALLEGIANCE

3. ATTENDANCE

*Members present: Cole, Wheeler, Daly, Smith, Kroll, Taylor, O'Dell*

*Others present: Village Manager/Clerk Terri McLean; Village Attorney Scott Graham; Police Chief Scott Herbert; Village Superintendent Tom Anthony; Village Secretary Deb Herson; Village Secretary Yvonne Rumery*

4. WELCOME TO PUBLIC

5. ANNOUNCEMENT OF MEETING BEING RECORDED

*SPECIAL PRESENTATION OF AWARDS*

*Meritorius Conduct Awards were presented by  
Mattawan Village Police Chief Scott Herbert to:*

*Corporal Chandler Cobb*

*Officer Ezekiel Drake*

*Officer Taylor Freelove*

*...in recognition of their outstanding service and extraordinary actions while performing their duties for the Mattawan Police Department. The Village Council and Staff expressed their deep appreciation for the sacrificial conduct and exemplary performance of these fine officers.*

6. ADDITIONS TO AGENDA

*Add: Old Business A. Sewer Bill Relief 58482 Silver Grass*

*Add: Board and Committee Reports B. Planning Commission*

*Remove: New Business C. Equipment Purchases*

7. APPROVAL OF THE AGENDA

*Motion by Kroll, supported by Smith to approve the agenda as amended. All members present voted in favor. Motion carried.*

8. APPROVAL OF THE MINUTES OF AUGUST 9, 2021

*Motion by Wheeler, supported by O'Dell to approve the Minutes of August 9, 2021. A roll call vote was taken. Daly abstained, and the rest of the members voted in favor. Motion carried.*

9. BILLS TO BE APPROVED IN THE AMOUNT OF \$68,752.61  
*Motion by Taylor, supported by Wheeler to approve the bills, excluding the CNA Surety bill, in the amount of \$68,541.81. Roll call vote was taken. All members voted in favor. Motion carried.*

10. LIMITED PUBLIC COMMENT ON ANY AGENDA ITEM *None*

11. BOARD AND COMMITTEE REPORTS

A. DPW SUBCOMMITTEE – *Chairman Kroll*  
*Chairman Kroll reported on the DPW Subcommittee Meeting of August 17, 2021.*

B. PLANNING COMMITTEE – *Liaison Wheeler*  
*Liaison Wheeler reported on the Planning Commission meeting of August 18, 2021.*

12. STAFF REPORTS

A. POLICE DEPARTMENT – *Chief Herbert*  
*Police Chief Herbert reported 67 citations and 118 complaints for July 2021.*

B. MANAGER’S REPORT – *Manager/Clerk McLean*  
*Manager/Clerk McLean reviewed activities to date.*

C. ATTORNEY’S REPORT - *Attorney Graham*  
*Attorney Graham had nothing to report beyond the scheduled agenda items.*

13. OLD BUSINESS

A. SEWER-WATER BILL RELIEF  
*DPW Subcommittee recommended to Council that a credit of \$178.59 be issued to resident’s account. Motion by Kroll, supported by Smith to approve the DPW Subcommittee recommendation to approve the credit. Roll call vote taken:*  
*Cole – yes            Wheeler – yes            Kroll – yes            Smith - yes*  
*Daly – yes            Taylor – no            O’Dell – no*  
*Motion carried.*

14. NEW BUSINESS

A. UNIFORM VIDEO SERVICE LOCAL FRANCHISE AGREEMENT WITH AT&T MICHIGAN  
*Discussion by Council. Motion by Smith, supported by Wheeler, to accept this agreement. All members present voted in favor. Motion carried.*

B. MICHIGAN LAW ENFORCEMENT ACCREDITATION PROGRAM  
*Presentation by Sergeant Jeremy Mansfield. Motion by O’Dell, supported by Kroll to proceed with the accreditation process and to approve the \$1,500 initial fee. Roll call vote taken:*

*Cole – yes                      Wheeler – yes                      Kroll – yes                      Smith - no*  
*Daly – yes                      Taylor – yes                      O’Dell – yes*  
*Motion carried.*

C. PERSONNEL EVALUATIONS

*Chairman Cole brought to the attention of the Council that the Village has a personnel evaluation policy that is not being followed. He recommended to the Council that the matter be sent to the Policy and Personnel Subcommittee, charging them with the task of reviewing and updating the policy as they deem necessary, and reporting back to the Council with their recommendations. Motion by Wheeler, supported by Smith to send the matter to the Policy and Personnel Subcommittee. All members voted in favor. Motion carried.*

D. REQUEST PERMISSION TO ADVERTISE FOR PLANNING COMMISSION VACANCY

*Motion by Smith, supported by Wheeler, to authorize the Village Manager/Clerk to advertise to fill the (1) vacancy that currently exists on the Planning Commission. All members voted in favor. Motion carried.*

E. REQUEST PERMISSION TO ADVERTISE FOR DDA VACANCIES

*Motion by Scott, supported by Taylor to authorize the Village Manager/Clerk to advertise to fill the (4) vacancies on the DDA Committee. All members voted in favor. Motion carried.*

F. TREE REMOVAL

*Motion by Wheeler, supported by O’Dell to engage JC and Sons to perform the work outlined in Superintendent Anthony’s memo on the subject dated August 19, 2021, at a cost of \$20,700. A roll call vote was taken. All members voted yes. Motion carried.*

G. SEWER BYPASS PUMP

*Motion by Smith, supported by Kroll to purchase a sewer bypass pump from Godwin Pumps at a cost not-to-exceed \$46,326.89. A roll call voted was taken. All members voted yes. Motion carried.*

H. VFD REPLACEMENT FOR WELL #4

*Motion by Wheeler, supported by O’Dell to purchase a VFD replacement for Well #4 from CT Electric at a cost of \$9,070. A roll call voted was taken. All members voted yes. Motion carried.*

I. WATER RATES 2021 AND 2022

*Motion by Smith, supported by Daly to increase Village water rates to \$4.03/1,000 gallons effective September 1, 2021, and a subsequent increase in 2022 to \$4.15/1,000 gallons. A roll call vote was taken. All members voted yes. Motion carried.*

J. CHIP SEAL PROJECTS

*Motion by Wheeler, supported by O'Dell to engage the Van Buren County Road Commission to lay chip seal on certain Village roads as specified in Superintendent Anthony's memo on the subject dated August 19, 2021 at a cost of \$67,328.91. A roll call voted was taken. All members voted yes. Motion carried.*

15. COMMUNICATIONS            *None*

16. COMMENTS FROM VISITORS            *None*

17. COMMENTS FROM COUNCIL

*Council Member Daly asked for an update from Attorney Graham regarding the anticipated ordinance language regarding irrigation meters. Attorney Graham stated that the matter is pending and he anticipates having proposed ordinance language to present to the Council in the very near future.*

*Council Member Wheeler informed Superintendent Anthony about fallen trees at the end of Ryan Road that need to be removed.*

*Council Member Smith had questions regarding the SAW Grant.*

18. CLOSED SESSION – DISCUSSION ON ATTORNEY'S OPINION

*Motion by Wheeler, supported by Smith to go into Closed Session to discuss attorney's opinion. All members voted in favor. Motion carried. The Council went into Closed Session at 7:53 p.m.*

19. OPEN SESSION

*Motion by Smith, supported by Wheeler to return to Open Session at 8:24 p.m.*

20. ADJOURNMENT @ 8:24 p.m.

*Motion by Smith, supported by Daly to adjourn at 8:24 p.m.*