

**VILLAGE OF MATTAWAN  
REGULAR COUNCIL MEETING**

**June 27, 2022**

**MINUTES**

1. CALL TO ORDER @ 7:00 PM
2. PLEDGE OF ALLEGIANCE.
3. ATTENDANCE *Cole, Kelley, Markle, O'Dell, Smith, Taylor*
4. WELCOME TO PUBLIC
5. ANNOUNCEMENT OF MEETING BEING RECORDED
6. ADDITIONS TO AGENDA  
*President Cole added New Business G, H, I & J to the Agenda.*
7. APPROVAL OF THE AGENDA  
*Motion by Smith, supported by O'Dell to approve the agenda as amended. All members voted in favor. Motion carried.*
8. APPROVAL OF THE MINUTES OF JUNE 13, 2022  
*Motion by Taylor, supported by Kelley to approve the minutes of June 13, 2022. All members voted in favor. Motion carried.*
9. BILLS TO BE APPROVED IN THE AMOUNT OF \$77,282.57  
*Motion by Smith, supported by O'Dell to approve the bills in the amount of \$77,282.57. Roll call vote taken. All members voted in favor; Motion carried.*
10. LIMITED PUBLIC COMMENT ON ANY AGENDA ITEM *None*
11. BOARD AND COMMITTEE REPORTS
  - A. FINANCE COMMITTEE – CHAIR SMITH  
*No meeting, no report.*
  - B. COMMUNICATIONS COMMITTEE – CHAIR VACANT  
*No meeting, no report.*
  - C. DPW COMMITTEE – CHAIR KELLEY  
*No meeting, no report*
  - D. LAW ENFORCEMENT COMMITTEE – CHAIR COLE  
*No meeting, no report*
  - E. PARKS & RECREATION COMMITTEE – CHAIR SMITH

*No meeting, no report*

F. POLICY & PERSONNEL COMMITTEE – CHAIR TAYLOR

*No meeting, no report*

G. ZONING AND ORDINANCE COMMITTEE – CHAIR O'DELL

*No meeting, no report*

H. PLANNING COMMISSION LIAISON REPORT – LIAISON SMITH *reported there will be a Public Hearing at the next Planning Commission to receive comment on ordinance text amendments*

I. DDA COMMITTEE – CHAIR COLE

*No meeting, no report*

J. KATS –

*No meeting, no report*

12. STAFF REPORTS

A. POLICE DEPARTMENT- *Chief Mansfield reported there were 126 complaints, conducted 164 traffic stops and 71 citations were issued. He is currently reviewing department policy & procedures that require updating to do any changes to the law. Officers are completing their required department trainings. We have 1 new officer that started and is in training. Officer Chandler Cobb has been promoted to Sergeant. He also attended a disaster preparedness meeting at Charles River. He also thanked Officer Ryan and Moo Moo's Ice Cream for teaming up to give out free ice cream cones to kids doing good things in the community.*

B. ATTORNEY'S REPORT - *Attorney Graham said that a question came up after the last meeting regarding the process after a council member calls the question. If Roberts Rules of order applies, and a Council member calls the question and that motion is supported by another Council Member the item is then up for an immediate vote. If at least 5 members vote in favor of calling the question the principal question would be subject to immediate vote without debate. We will keep attached to these minutes a copy of his memo He also reported that Bird Dog has received a copy of the new lease based on the terms that Council approved. He has been asked about whether or not it is appropriate for a church to build a pavilion type structure without a principal structure. After some research it is his opinion that the church applies for a variance.*

C. ENGINEER'S REPORT- *Engineer Woodhams reported that Rural Development has accepted the Village's project for intake for the watermain project. He would like to start design work now so that we could start the project after school lets out next year.*

***Motion by Markle, supported by Kelley to authorize Engineer Woodhams to begin the design work on the watermain project. Roll call vote taken. Cole, Kelley, Markle, O'Dell, and Taylor voted yes. Smith voted no. Motion carried.***

13. OLD BUSINESS

- A. PERMISSION REQUESTED TO START THE PROCESS OF AN EQUIPMENT LOAN THROUGH USDA-*See memo from Superintendent Anthony*

***Motion by Cole, supported by Taylor to allow Superintendent Anthony to start the process for an equipment loan. Roll call vote taken. All members voted in favor. Motion carried.***

14. NEW BUSINESS

- A. LEXIPOL SERVICE AGREEMENT- *Item was budgeted out of Capital Outlay for \$5,966.55 however, contract is for \$6,902.30.*

***Motion by Smith, supported by Taylor to approve the service agreement with Lexipol Service for 1 year. All members voted in favor. Motion carried.***

- B. BENEFIT NEGOTIATIONS

***Motion by Smith, supported by O'Dell to send to Policy & Personnel. All members voted in favor. Motion carried.***

- C. FEE SCHEDULE FOR ZONING AND INSPECTIONS- *Sample information included*

***Motion by Smith, supported by Taylor to send this to Attorney Graham for a draft policy. All members voted in favor. Motion carried.***

- D. ACCEPT BID FOR 2<sup>ND</sup> STREET SIDEWALK- \$70,000 was budgeted

-Remington Construction	\$43,000
-Advanced Poured Walls	No Bid
-Northern Construction	No Bid
-Neiboer	No Bid

***Motion by Smith, supported by O'Dell to accept the bid from Remington Construction. All members voted in favor. Motion carried.***

- E. APPROVE BID FROM SWT EXCAVATING FOR ELECTRICAL CONDUIT BORE IN THE BUSINESS PARK IN THE AMOUNT OF \$2,650 (\$5,000 was budgeted)

***Motion by smith, supported by O'Dell to approve the bid from SWT Excavating. All members voted in favor. Motion carried.***

- F. GOLF CART ORDINANCE- *President Cole explained thata he was approached and was asked if this included other type of 4 wheelers or AT's. After a lengthy discussion the Council determined that they do not want to change the ordinance at this time.*

- G. WATER/SEWER RELIEF REQUEST FROM FAITH BAPTIST CHURCH

***Motion by Smith, supported by Markle to deny the request due to the water going into the sewer system. Roll call vote taken. Cole, Kelley, Markle, and Smith voted yes. O'Dell and Taylor voted no. Motion carried.***

H. BIDS FOR AUDIT SERVICES- Manager McLean would like this sent to Finance Committee for discussion and recommendation.

***Motion by Smith, supported by O'Dell to send the bids to Finance Committee. All members voted in favor. Motion carried.***

I. PLANNING COMMISSION AND COUNCIL VACANCY

***Motion by Smith, supported by Taylor to advertise the positions on the website until July 15. All members voted in favor. Motion carried.***

J. QUESTIONS REGARDING TALL GRASS ORDINANCE-Manager McLean is asking for direction on what lots are considered must be mowed verses not be mowed on vacant lots and retention ponds.

***Motion by Smith, supported by Taylor to send to Zoning & Ordinance. All members voted in favor. Motion carried.***

15. COMMUNICATIONS

16. COMMENTS FROM VISITORS

Engineer Woodhams said that he just received a text from the surveyor and that he will be out at Bird Dog the week after the 4<sup>th</sup> of July.

17. COMMENTS FROM COUNCIL

Member Smith asked why the Village was mowing on Main Street near the old Dr's offices. Tom said he will look into it.

18. ADJOURNMENT @ 8:25 PM

***Motion by Smith, supported by O'Dell to adjourn. All members voted in favor. Motion carried.***