

**VILLAGE OF MATTAWAN  
REGULAR COUNCIL MEETING**

**JUNE 23, 2025**

**MINUTES**

1. CALL TO ORDER @ 7:15 PM
2. PLEDGE OF ALLEGIANCE.
3. ATTENDANCE: **Begeman, Cole, Gurley, Streeter, Stuut**  
ABSENT: **McLean**  
OTHERS PRESENT: *Manager McGrew, Clerk Storm-Artis, Chief Mansfield, Attorney Graham*  
***During the ZBA Meeting: Motion by Begeman, supported by Stuut to excuse McLean. All members voted in favor. Motion carried.***
4. WELCOME TO PUBLIC
5. ANNOUNCEMENT OF MEETING BEING RECORDED
6. ADDITIONS TO AGENDA  
President Cole added 15,283.42 to the bills for a new total of \$85,301.16, New Business J-Amtrak Agreement, and New Business K-Sewer Relief Request from Andrea Luxton.
7. APPROVAL OF THE AGENDA  
***Motion by Begeman, supported by Stuut to approve the agenda as amended. All members voted in favor. Motion carried.***
8. APPROVAL OF THE MINUTES OF JUNE 9, 2025  
***Motion by Streeter, supported by Begeman to approve the minutes of June 9, 2025. All members voted in favor. Motion carried.***
9. BILLS TO BE APPROVED IN THE AMOUNT OF \$ 70,017.74  
15,283.42  
Total \$85,301.16  
***Motion by Begeman, supported by Stuut to approve the bills in the amount of \$85,301.16. 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 STUUT  
***No meeting, no report***
  - B. COMMUNICATIONS COMMITTEE – CHAIR STREETER

- No meeting, no report*
  - C. DPW COMMITTEE – CHAIR MCLEAN
    - No meeting, no report*
  - D. LAW ENFORCEMENT COMMITTEE – CHAIR COLE
    - No meeting, no report*
  - E. PARKS & RECREATION COMMITTEE – CHAIR VACANT
    - No meeting, no report*
  - F. POLICY & PERSONNEL COMMITTEE – CHAIR BEGEMAN
    - No meeting, no report*
  - G. ZONING AND ORDINANCE COMMITTEE – CHAIR VACANT
    - No meeting, no report*
  - H. PLANNING COMMISSION LIAISON REPORT – LIAISON STUUT
    - No meeting, no report*
  - I. DDA COMMITTEE – CHAIR ROB BROOKS
    - Meeting 6/17/2025*
  - J. KATS – MANAGER MCGREW
    - Meeting scheduled 6/25/2025*
- 12. STAFF REPORTS
  - A. POLICE DEPARTMENT REPORT– *Chief Mansfield's report was included in the packet.*
  - B. CLERK'S REPORT – *Clerk Storm-Artis' report was included in the packet.*
  - C. ENGINEER'S REPORT - *Engineer Woodhams*
  - D. ATTORNEY'S REPORT – *Attorney Graham stated all the items he had were on the agenda.*
- 13. OLD BUSINESS
  - A. DISCUSSION ON YARD FOWL ORDINANCE

Discussion took place. Additions to the ordinance to include reference to Zoning Administrator reviewing applications for variances from the number of fowl allowed in the ordinance for an application fee of \$50 with the ability for council to amend this amount by resolution.

*Motion by Cole, supported by Stuut to approve the ordinance with the changes discussed. Voice vote taken, nay heard. Roll call vote taken. Begeman, Cole, Gurley, and Stuut voted yes. Streeter voted no. Motion carried 4-1.*
  - B. SOCIAL MEDIA POLICY

*Motion by Streeter, supported by Stuut to approve the social media policy with typo corrections to section 2-1-b and c. All members voted in favor. Motion carried.*
- 14. NEW BUSINESS

A. 2024-2025 FY BUDGET AMENDMENTS

***Motion by Begeman, supported by Stuut to approve the budget amendments for the 2024-2025 fiscal year. Roll call vote taken. All members voted in favor. Motion carried.***

B. APPROVE BIDS FOR PHONE SYSTEM FOR VILLAGE OFFICE, MPD AND DPW

	Monthly	Install Cost	Dedicated Support
CTS	298.40	None	Yes
VC3	283.82	1,380.50	Yes
NetExpress	219.46	3,619.46	Local 3 <sup>rd</sup> Party
COS	174.68	3,370.44	Regional/GR Reps

***Motion by Begeman, supported by Stuut to approve the bid from CTS for the new system install and monthly charges. Roll call vote taken. Motion carried.***

C. SET PUBLIC HEARING ON JULY 28, 2025, AT 7:00 PM FOR ZONING VARIANCE REQUEST SUBMITTED BY JONATHAN VANDENBURGH FOR PROPERTY AT 56400 CITY CENTER CIRCLE

***Motion by Begeman, supported by Stuut to set a public hearing for July 28, 2025 at 7:00 PM for the zoning variance request submitted by Jonathan Vandenburg. All members voted in favor. Motion carried.***

D. MEMBER GURLEY COMMITTEE ASSIGNMENTS

President Cole assigned Member Gurley to the following committees: Law Enforcement, Zoning and Ordinance, Policy and Personnel-Alternate, Parks and Recreation-Chair.  
No Motion or action taken.

E. SEND APPLICATIONS FOR VACANT VILLAGE COUNCIL SEAT TO POLICY AND PERSONNEL COMMITTEE

***Motion by Stuut, supported by Streeter to send application for the vacant Village Council Seat to policy and personnel committee.***

Discussion took place.

***Roll call vote taken. Begeman voted yes. Cole, Gurley, Streeter, and Stuut voted no. Motion failed 1-4.***

Further Discussion took place.

***Motion by Cole, supported by Stuut to have the candidates attend the July 14, 2025 regular council meeting to be interviewed for the vacant Village council seat. All members voted in favor. Motion carried.***

F. MPD RADIO REPLACEMENTS

***Motion by Cole, supported by Begeman to approve the purchase of new MPD Radios. Roll call vote taken. All members voted in favor. Motion carried.***

G. TRAFFIC CONTROL ORDERS 25-003, 25-004 AND 25-005

***Motion by Begeman, supported by Streeter to approve traffic control orders 25-003, 25-004 and 25-005. All members voted in favor. Motion carried.***

H. FOOD TRUCK PERMIT APPLICATION AND FEE SCHEDULE

*Motion by Stuut, supported by Begeman to approve the food truck permit and fee schedule of \$100 for a 30-day, \$150 for a 3-month, and \$300 for a 6-month permit. All members voted in favor. Motion carried.*

I. MANAGER MCGREW 90-DAY REVIEW

President Cole explained that Council Members, office staff, and department heads should complete the presented review worksheet for Manager McGrew. The reviews from staff should be given to council in the next packet along with a copy of Manager McGrew's contract. Manager McGrew's review would take place at the next regular council meeting on July 14, 2025.

No further action or vote taken.

J. AMTRAK AGREEMENT UPDATE

*Motion by Begeman, supported by Streeter to approve the changes to the Amtrak Agreement with Great Lakes Engineering. All members voted in favor. Motion carried.*

K. ADDITIONAL SEWER RELIEF REQUEST FROM ANDREA LUXTON

*Motion to approve the additional sewer relief in the amount of \$95.40 for the dates of June 6, 2025 through June 12, 2025 with the requirement to sign up for the customer portal. All members voted in favor. Motion carried.*

15. COMMUNICATIONS

Letter from Lexipol

16. COMMENTS FROM VISITORS     *None*

17. COMMENTS FROM COUNCIL

Member Stuut asked about the MPD Ordinance Enforcement schedule

18. ADJOURNMENT @ 8:35 PM

*Motion by Cole, supported by Begeman to adjourn. All members voted in favor. Motion carried.*

Council Approved 7/14/25

  
Donald Cole, Council President

  
Jolie Storm-Artis, Village Clerk