

VILLAGE OF MICHIANA COUNCIL MEETING
Friday, March 10, 2023 at 1:00 p.m. EST

The meeting was held in person and virtually via Zoom.

ATTENDEES

Council members: President Joann Fisher, Tim McCarthy, Michael Tolentino and Nancy Thill. Also present were Police Chief Ryan Layman, Water & Street Superintendent Rick Reitz, Village Clerk Anne Heywood, 9 residents present, and 22 participated via Zoom. Joann Fisher made a motion to excuse Brian Cassidy; Tim McCarthy seconded motion; motion passed.

Additions/Deletions - The Village Project and Treasurer/Clerk description under new business were deleted per Joann Fisher.

Public Comment on Agenda Items Only - N/A

Consent (A) Motion was made by Joann Fisher to approve the minutes from December 10, 2022 Meeting and the Closed Session Minutes December 10, 2022; Tim McCarthy seconded the motion; all approved.

Consent (B) Motion was made by Joann Fisher to approve the additional meeting minutes from the Planning Commission Meeting December 9, 2022, Special Meeting January 13, 2023, Water Meeting February 9, 2023, Special Meeting February 10, 2023 and the Check Register/Treasurer Report; Michael Tolentino seconded the motion; all approved.

Audit was moved up on the agenda

Brian Hake from Kruggle spoke on the 2021/2022 Audit Report for the Village. He reviewed the audit with some of the council members. Brian filed the Act 51 with the State and will be filing the Village audit in the next month or two. Brian said the metrics used for healthy financials is typically 6 to 12 months, and this year's calculation puts the Village in very good financial standings with a metric of 16 months. Once the audit is completed and filed it will be available on the State web page.

REPORTS

1. Building Inspector - Bill Lambert said a few homes were wrapping up and there were no new permits issued yet for 2023. Chad Butler spoke about adopting an international maintenance property code which follows the Michigan building codes for maintenance. It would need to be made into an ordinance. This would be regarding homes that need repair for maintenance and safety.

2. Fire Chief Report – Michiana Shores Volunteer Fire Department – Chief Gary Bendix turned in his reports from the past 3 months.

3. Police Chief Layman said the new squad car that was ordered and paid for by Grand Beach finally arrived. Lt. George Knoll attended the meeting and was commended for his outstanding detective work in recovering \$20,000 in stolen jewelry that was taken from Barb Macudzinski's home. Council Member Tim McCarthy read a letter that was given to him from the homeowner stating the outstanding job the Michiana/Grand Beach Police Department did. Barb said the Michiana/Grand Beach Police Department headed by Chief Ryan Layman should be commended

and that we have a dedicated department that is a very valuable asset to our wonderful community.

4. Beach Commissioner - Brian Cassidy was excused from the meeting. Tim McCarthy reported on Brian's behalf. Tim reported on the Beach Stops. Stop 37 will be opened and will have a new shelter. Stop 38 will need some repair to reinforce the stairs, and Stop 39 looks good. Stop 40 has a big beach but will need some major work to be able to get down to the beach, hoping to open next year. Stop 41.5 and 42 all look good and will open.

5. Public Works - Rick Reitz is working on getting road paving estimates for East Court, Hillside and Avalon. The kayak racks have been stained and put together, and will be installed at Stops 38 and 41.5 when the warmer weather arrives. They put together 6 new rocking chairs and 2 new picnic tables for the park. Rick is finishing his quality report, he is waiting on Michigan City. Rick will be attending a 3-day class for his CEC license and Josh will be taking his second water treatment test in May.

6. Water Board report was given by Tim McCarthy on behalf of Brian Cassidy. At the water board meeting Tim said that Rick would like to purchase an alarm system from Peerless for \$7,100. Peerless is the only one in the area with this type of system. Tim McCarthy made a motion to move forward with the purchase of the alarm system for the pump house using the water bond money; Joann Fisher seconded the motion; all were in favor; motion passed. Tim mentioned that Michigan City is talking about increasing their water rates, Rick would like to increase our water charge .10 a year for the next four years starting on the September water bill. Tim made a motion to move forward with the .10 per 1000 gallons; Joann Fisher seconded the motion; there was some discussion; motion passed. Tim made a motion to raise the tap in fee from \$2,800 to \$4,500, this would be for all new construction; Joann Fisher seconded the motion; there was some discussion; motion passed. Tim said Michigan City should have their water contract ready for the April meeting.

7. Tree Board – Nancy Thill talked about the tree inventory that took place in the Village. The Field Arborist from Great Lakes Urban Forestry performed the inventory over the course of 3-days, which was spread out over a 3-week period due to weather. Fieldwork was completed on March 2, 2023. They were able to count 679 trees that were on the Village right-of-way. The work will resume on the extrapolation and a final report to be completed by May. Nancy and her board will be hosting an Arbor Day. They usually are on the last Friday of April, but this year the Village will hold their first one on Saturday, October 7 in conjunction with the Village Oktoberfest. Nancy said if anyone is interested in volunteering for the Arbor Day event to please reach out. Nancy wrapped up with final thoughts regarding her estimated budget for 2023/2024 based on previous estimates provided by Great Lakes Urban Forestry. This estimate of \$27,000 was given to the treasurer to incorporate in the upcoming budget. These numbers should correlate with the work currently being performed for the final recommendations, and going forward for the next five plus years.

8. Planning Commission – Michael Tolentino said letters to request proposals to revise the Village Master Plan went out to three companies. Regarding the Village Hall Improvements project, Michael said Kono Design came back with an estimate for the work. The funds used for this project could be a combination of fund raising and Village funds from the capital improvements budget, with a look at possibly obtaining grant funding as well.

9. Parks & Recreation - Joann Fisher talked about a few items in the park. Joann decided that there would be no paths going in at this time because it is too costly. There was talk to secure the metal benches in the park so they wouldn't be moved around. Joann purchased six rocking chairs which were placed in the Buford Pavilion and two new picnic tables have been placed in the pavilion by the courts.

10. Clerk Anne Heywood asked if anyone was interested in having a Garage Sale in August to please notify the office. The Garbage contract is up this June so the Village will be advertising for bids. Pokagon will be sponsoring a Shredding Day on May 6 that is open to all residents wanting to dispose of documents. Anne will email the flyer to the residents.

OLD BUSINESS

1. Village attorney Sara Senica has filed 2 amicus briefs regarding the lawsuit with New Buffalo Township and is waiting to hear on a court date.

NEW BUSINESS

1. Brian Hake Audit Report – (Moved up on Agenda)
2. Some of the Council members attended MML Workshops for newly Elected Officials and said they were very helpful.
3. Joann made a motion to amend the budget for \$1,345 for the MML classes; Michael Tolentino seconded the motion; all in favor motion passed.
4. Golf Cart Rules were handed out and will be posted on the web page.
5. Joann Fisher made a motion to raise the fees to \$20 for parking tags and golf cart stickers, and \$150 for Kayak/Paddleboard; Tim McCarthy seconded the motion; motion passed.
6. 2023 Pickleball Tournaments – Tim McCarthy made a motion that the Council will determine the maximum number of tournaments per year, with 50% of proceeds returning to the Village for maintenance of the courts. Michael Tolentino seconded motion; motion passed.
7. 2023 Pickleball Schedule – Joann Fisher made a motion that the Pickleball courts would officially open April 1 and close December 1 each year, with the courts remaining unlocked and nets up for use outside of those dates, however the Village will only maintain the courts (remove debris) between April 1 and December 1. Outside of those dates, players must remove debris (no shovels may be used). Tim McCarthy seconded; motion passed. The Council is waiting for the Day Camp's contract on when they want to use the courts.
8. Joann Fisher received 2 quotes for seeding the park from Service Scape and Healy Landscape. Joann made a motion to approve Healy Landscape for \$20,973.50 black dirt and putting grass in the park; Tim McCarthy seconded the motion; motion passed. This was a budgeted item in the 2022/23 budget, no amendment is necessary.
9. Joann Fisher received 2 quotes for the shelter at Stop 37 from John Yates and North Shore properties. Joann made a motion to approve John Yates for \$37,600 for the shelter at stop 37; Tim McCarthy seconded the motion; there was discussion; motion passed.

10. Joann Fisher received 2 quotes for the wall on Michiana Drive from Eudave Landscaping and Healy Landscaping. Tim McCarthy made a motion to approve Eudave for the work on the wall on Michiana Drive for \$50,700; Joann Fisher seconded the motion: there was discussion; motion passed.
11. The Village received 2 quotes for putting in a security entrance in the Village Office from International Entrances and W.H.L. Builders; Tim McCarthy made a motion to approve W.H.L. Builders for \$4,900 to install the security entrance; Joann Fisher seconded the motion; motion passed.
12. Rick Reitz had 3 quotes for a UTV Vehicle for the Water Department. Joann Fisher made a motion to approve the UTV Vehicle from Honda for \$30,583.60 using the water bond money to pay for the vehicle; Nancy Thill seconded the motion; motion passed.
13. Tim McCarthy made motion to approve Resolution 2023-001 2022 Hazard Mitigation Plan as Multi-Jurisdictional Plan; Nancy Thill seconded the motion; motion passed.
14. Ryan asked for permission to sell the old police car to Grand Beach for \$7,000. Joann Fisher made a motion to approve the sale of the police car for \$7,000; Nancy Thill seconded the motion; motion passed.
15. Police Chief Ryan Layman made a recommendation to have Brian Cassidy to be appointed on the Police Board with Tim McCarthy. Tim McCarthy made a motion to appoint Brian Cassidy on the Police Board as one of the Commissioners; Nancy Thill seconded the motion; motion passed.
16. Chief Layman said he would like to apply for a grant with the William J. Duty for Water Cannons which shot out in the lake when someone is drowning. Joann Fisher made a motion for Ryan to apply for the grant; Nancy Thill seconded the motion; motion passed.
17. Tim McCarthy made a motion to amend the budget for \$56,945 for the wall on Michiana Drive, classes council attended and security office entrance; Joann Fisher seconded the motion; motion passed.
18. Treasurer Position – Joann Fisher made a motion to move forward with a full-time Treasurer, with 50% time spent on Treasury duties and 50% on financials and other office duties and working under the direction of the President. Nancy Thill noted to Joann that the Treasurer works under the direction of the Council not just the President. This statement can be found in the Village Charter. Joann stated that the full-time job description will be determined at a later date by the HR committee. Nancy Thill said she would be more than happy to sit on this committee with Brian Cassidy. Tim McCarthy seconded; roll call was taken, all yeas, no nays; motion passed.

Public Comment /Correspondence
Meeting adjourned at 3:54pm E.S.T.

Next Council Meeting – April 14, 2023 at 1:00 p.m. (EST)

