

VILLAGE OF SHELBY
REGULAR COUNCIL MEETING OF August 10, 2020 at 6:30 P.M.
COUNCIL PROCEEDINGS Via Zoom



1. CALL TO ORDER:

The regular meeting of the Common Council of the Village of Shelby was called to order at 6:42 P.M. by President Paul Inglis.

2. ROLL CALL:

Answering the roll call: Jim Wyns, Steve Crothers, Dan Zaverl, Paul Inglis, John Sutton, Andy Near, and Bill Harris.

Staff present: Interim Village Administrator Bill Cousins, Village Clerk/Treasurer Crystal Budde, DPW Supervisor Greg MacIntosh, and Police Chief Bob Farber.

3. PLEDGE OF ALLEGIANCE: All stood for the Pledge.

4. MINUTES:

a.) July 27, 2020

Steve Crothers moved to approve the minutes of the Regular Council meeting of July 27, 2020 as corrected.

Seconded by: Jim Wyns.

Roll Call Vote:

Ayes: Crothers, Wyns, Zaverl, Sutton, Near, Harris, and Inglis.

Motion Carried 7-0.

5. ADDITIONS TO THE AGENDA: No Additions to Agenda.

6. PRESIDENT'S REPORT: Nothing to report.

7. ADMINISTRATOR'S REPORT:

VA Cousins reported that he contacted the Shelby Public Schools administrative office regarding the invoice for the 2019-2020 school crossing guard and expects to have a report for the Council at the August 24, 2020 meeting.

The ad for the Village Administrator position should be placed by Friday, August 14, 2020. The ad will be reviewed by the Personnel Committee prior to being published.

VA Cousins has met with most of the Village employees. He will be meeting with a couple part-time officers in the next week or so. The new Administrative Assistant Kelly Omness started work last week Wednesday. She was able to work with Randy and is off to a great start.

The Water and Sanitation Committee was informed of a leak in one of the pressure tanks that needs repairs. The leak has been temporarily repaired and is secure. Mr. Cousins requested that the Committee meet to review the repair estimates so a recommendation can be made to Council regarding the permanent repairs to be made.

8. DEPARTMENT HEADS' REPORTS:

DPW Supervisor Greg MacIntosh had nothing to report.

Chief Farber reported that the job posting for the Chief position is now posted on the MCOLES website. The two fulltime officers have attended TACT training and Officer Payne is attending the LASO training.

9. CORRESPONDENCE: No Correspondence.

10. CITIZEN PARTICIPATION: No Citizen Participation.

11. OLD BUSINESS: No Old Business.

12. NEW BUSINESS:

a.) Water & Sanitation Committee Recommendation – Peterson Farms Watermain/USDA Loan

The Water & Sanitation Committee met on July 28, 2020 to discuss the USDA Loan Application to extend municipal water from the Village to the Peterson Farms’ apartment buildings on W. Baseline Road north of the Village (three buildings on Baseline just east of Oceana Drive and six buildings on Baseline at 88th Avenue). Fleis & VandenBrink Engineering has completed a feasibility study and determined the buildings could be supplied by Shelby municipal water; the cost to install the water main is estimated to be \$2,700,000.00.

The State has set aside funds that will be used to support this project. The MEDC and EGLE have pledged to each contribute \$800,000.00 for the project with the remaining balance to be paid either through a grant from the USDA or a USDA loan that would be repaid by Peterson Farms. EGLE remains in close contact with federal partners to ensure the project is fully funded. EGLE also hosted a call earlier this month with local, state, and federal partners to discuss the project in more detail.

Steve Crothers moved to authorize the Interim Village Administrator to continue working with Paul Bristol, Area Specialist with USDA-Rural Development and Bond Counsel James Kiefer with Dykema to move forward with the USDA loan application recognizing that the Village of Shelby is not pledging its Full Faith and Credit or assuming any responsibility to pay any loan debt back to the USDA.

Seconded by: Andy Near.

Roll Call Vote:

Ayes: Crothers, Near, Sutton, and Inglis.

Nays: Wyns, Zaverl, and Harris.

Motion Carried 4-3.

b.) Personnel Discipline Matter – DPW Supervisor

DPW Supervisor Greg MacIntosh requested a Closed Session.

John Sutton moved to go into Closed Session at 7:15 P.M. to discuss the DPW Supervisor discipline matter.

Seconded by: Andy Near.

Roll Call Vote:

Ayes: Sutton, Near, Wyns, Crothers, Zaverl, Harris, and Inglis.

Motion Carried 7-0.

President Inglis reopened the Open Session of the Council meeting at 8:00 P.M.

No action is to be taken regarding the DPW Supervisor discipline matter.

13. COMMITTEE REPORTS:

a. PLANNING COMMISSION: Chair Ex-Officio: John Sutton, Paul Inglis:

The Planning Commission met on Tuesday, July 21, 2020 at 6:30 P.M. The preliminary draft of the Shelby Village Master Plan was reviewed. Some minor changes were to be made to the document. The Planning Commission will also be seeking to fill a vacant seat and will discuss it at the next meeting.

b. WATER & SANITATION: Chair: Bill Harris, Steve Crothers:

The Water & Sanitation Committee will be scheduling a meeting in the near future to discuss the booster tank and the proposed watermain extension to Peterson Farms' farm workers apartment buildings.

c. STREETS AND SIDEWALKS: Chair: Dan Zaverl, Jim Wyns:

DPW Supervisor Greg MacIntosh will be receiving quotes on the cost of road striping and will contact Committee Chair Dan Zaverl with them.

d. PARKS, REC. & BLDGS: Chair: Andy Near, John Sutton:

Committee Chair Andy Near reported that, per the IGA (Intergovernmental Agreement) with the Shelby Public Schools, a Certificate of Insurance (naming the Village of Shelby as additionally insured) is required before they can reserve Getty Field. The Village has yet to

receive that Certificate of Insurance.

e. FINANCE and INSURANCE: Chair: Jim Wyns, Bill Harris:

Nothing to report.

f. PERSONNEL: Chair: John Sutton, Andy Near:

Nothing to report.

g. ORDINANCES – Chair Steve Crothers, Dan Zaverl:

Nothing to report.

14. PAYMENT OF BILLS: Jim Wyns moved to approve the payment of the bills of August 10, 2020 in the amount of \$37,983.30.

Seconded by: Steve Crothers.

Roll Call Vote:

Ayes: Wyns, Crothers, Zaverl, Sutton, Near, Harris, and Inglis.

Motion Carried 7-0.

15. ADJOURNMENT: Jim Wyns moved to adjourn the meeting at 8:30 P.M.

Seconded by: Steve Crothers

Roll Call Vote:

Ayes: Wyns, Crothers, Zaverl, Sutton, Near, Harris, and Inglis.

Motion Carried 7-0.

Council minutes are not official until approved at the August 24, 2020 Council meeting.

Approved

Crystal Budde August 24, 2020
Minutes Respectfully Submitted by Crystal Budde, Village Clerk/Treasurer Date