

**VILLAGE OF SHELBY
REGULAR COUNCIL MEETING OF MONDAY, JULY 8, 2024 at 6:00 P.M.
COUNCIL PROCEEDINGS**



1. CALL TO ORDER:

The regular meeting of the Common Council of the Village of Shelby was called to order at 6:00 P.M. by President Paul Inglis.

2. ROLL CALL:

Answering the roll call: Mike Termer, Steve Crothers, Paul Inglis, Dan Zaverl, Damian Omness, John Sutton, and Curt Trott.

Staff present: Interim Village Administrator Jae Guetschow, Village Clerk/Treasurer Crystal Budde, DPW Supervisor Jeremiah Helenhouse, and Police Chief Dean Roesler.

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

4. INVOCATION: Invocation was shared.

5. MINUTES:

a.) June 24, 2024

Mike Termer moved to approve the minutes of the Regular Council meeting of June 24, 2024 as presented.

Seconded by: Steve Crothers.

Voice Vote: All in favor.

Motion Carried.

b.) June 25, 2024 Special Meeting

Damian Omness moved to approve the minutes of the Special Council meeting of June 25, 2024 as presented.

Seconded by: Curt Trott.

Voice Vote: All in favor.

Motion Carried.

c.) June 27, 2024 Special Meeting

Steve Crothers moved to approve the minutes of the Special Council meeting of June 27, 2024 as presented.

Seconded by: Mike Termer.

Voice Vote: All in favor.

Motion Carried.

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

7. PRESIDENT’S REPORT: President Inglis expressed his appreciation to the DPW staff for their timely and efficient cleanup effort after the recent windstorm. He praised the Shelby Police Department and the Shelby - Benona Fire Department personnel as well. He offered a huge thank you to Peterson Farms for offering the assistance of their employees during the cleanup effort; the use of their woodchipper; and, for accepting the deposit of brush on their property.

8. ADMINISTRATOR’S REPORT:

Interim VA Guetschow reported that although streets have been reopened after being cleared of downed trees from the windstorm, the DPW continues to pick up limbs and branches set out by residents. DPW Supervisor Jeremiah Helenhouse was able to rent a chipper last week to expedite the cleanup effort. Ten employees of Peterson Farms have been assisting with the cleanup. Though staff will enjoy the one-day holiday break, they will be working on Friday and possibly Saturday.

After a discussion with Richard Raffaelli, Mr. Raffaelli apologized for confusing the upcoming meeting with the July 22nd Council meeting. Since the proposal for repair of the two-tiered retaining wall/sidewalk on Sixth Street does not apparently meet with the Village Engineer’s plan, the proposal may not go forward. The proposal will still be on the Council agenda for discussion.

The milling on First Street has been completed from Shelby Road up to the Village limits. An estimate for repairs was received from the property owner at 328 Deming Road for a sewer lateral that Apex hit while they were installing the new water service line. The estimate will be sent to Apex and they can make a claim with their insurance company.

A quote in the amount of \$6,100.00 was received for completing the architectural/historical assessment of the Tiger Building at Getty Field. This is not a requirement by EGLE, but a recommendation to obtain information regarding the use of the facility as a POW camp during WWII. Interim VA Guetschow reported that he had a meeting with both the MDNR and MEDC pertaining to grant reimbursements to the Village. Both agencies have confirmed that all the activities and purchases pertaining to the Getty Park Renovation project are eligible expenses for reimbursement. Reimbursement documents will be submitted next week.

9. DEPARTMENT HEADS’ REPORTS:

DPW Supervisor Jeremiah Helenhouse reported that a chipper was rented to use during brush cleanup. Unfortunately, it is not working as they had hoped. It is not efficient for the size of brush they are picking up. Peterson Farms has been extremely helpful during cleanup by offering employees help with the cleanup process.

Chief Roesler complimented the DPW staff and the Fire Department volunteers for all their hard work during the storm cleanup.

10. CORRESPONDENCE: No Correspondence.

11. CITIZEN PARTICIPATION:

Fire Chief Jack White presented information regarding the one-half mill increase that will be on the August Primary ballot. The Shelby/Benona Fire Department has incurred significant cost increases with equipment replacement as well as trainings, inspections, and activities offered to the community. The millage increase will allow the department to ensure that the equipment on hand is updated as it should be.

12. OLD BUSINESS:

a.) Village Administrator Position

Of the 15 applications received for the Village Administrator position, six were scheduled for interviews. One withdrew his application due to being considered for another position elsewhere. Another withdrew for health reasons from the scheduled interview, Council members decided, by consensus, to vet two candidates. Interim VA Guetschow scheduled Phil Morse on July 3, 2024, and Kali Fox-Shamrock on July 8, 2024 to visit the Village office and Department Heads. Interim VA Guetschow developed a spreadsheet showing a side-by-side comparison with the posted minimum credentials plus additional credentials for an ideal candidate for the VA position.

The consensus of the Council was to review the additional information for both candidates before taking action. The Council may choose to make a decision at the Regular Council meeting of July 22nd.

13. NEW BUSINESS:

a.) Proposal for Archaeological Survey “Tiger Building” – Discussion

The proposal for an Archaeological Survey of the “Tiger Building” at Getty Field is not required but was recommended if the Village Council plans to tear down the building. The cost of the archaeological survey, analysis, and report is \$6,100.00.

It was the consensus of the Village Council that the building should be left at Getty Field and possibly refurbished later. A number of options for restoring the building were offered.

14. COMMITTEE REPORTS:

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

The Planning Commission meeting scheduled for July 16, 2024 will be cancelled due to a lack of agenda items.

b. **WATER & SANITATION: Chair: Mike Termer, John Sutton:**

Nothing to report.

c. **STREETS AND SIDEWALKS: Chair: Dan Zaverl, Curt Trott:**

Nothing to report.

d. PARKS, REC. & BLDGS: Chair: Damian Omness, Steve Crothers:

Nothing to report.

e. FINANCE and INSURANCE: Chair: Steve Crothers, Mike Termer:

The Finance and Insurance Committee will be meeting on Thursday, July 11, 2024 to review and discuss the employee health insurance renewal options.

f. PERSONNEL: Chair: John Sutton, Damian Omness:

The recently hired DPW employee, Scott Rollenhagen, began employment on Monday, July 1.

g. ORDINANCES – Chair Curt Trott, Dan Zaverl:

Nothing to report.

15. PAYMENT OF BILLS: Steve Crothers moved to approve the payment of the bills of July 8, 2024 in the amount of \$377,767.36.

Seconded by: Mike Termer.

Roll Call Vote:

Ayes: Crothers, Termer, Zaverl, Omness, Sutton, Trott, and Inglis.

Motion Carried 7-0.

16. ADJOURNMENT: Mike Termer moved to adjourn the meeting at 7:30 P.M.

Seconded by: Damian Omness.

Voice Vote: All in favor.

Motion Carried.

Council minutes are not official until approved at the July 22, 2024 Council meeting.

Approved

Minutes Respectfully Submitted by Crystal Budde, Village Clerk/Treasurer

Date