

**VILLAGE OF SHELBY
REGULAR COUNCIL MEETING OF MONDAY, MARCH 25, 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, Paul Inglis, Dan Zaverl, John Sutton, and Curt Trott.
Absent: Steve Crothers and Damian Omness.

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

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

4. INVOCATION: Invocation was shared.

5. MINUTES:

a.) March 11, 2024

Mike Termer moved to approve the minutes of the Regular Council meeting of March 11, 2024 as presented.

Seconded by: Curt Trott.

Voice Vote: All in favor.

Motion Carried.

Absent: Steve Crothers and Damian Omness.

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

7. PRESIDENT'S REPORT: Nothing to report.

8. ADMINISTRATOR'S REPORT:

Interim VA Guetschow reported that Consumers Energy has completed the disconnection of electric service at Getty Park. McCormick Sand has resumed demolition at the park. Though it will be some time before it is needed, Consumers Energy has submitted documents pertaining to the connection of the new electric service.

Councilman Damian Omness has engaged with Shelby Public Schools Superintendent Mark Olmstead regarding the school's use of the Getty Soccer Field. Both the Shelby Public Schools and the Village have been less than satisfied with the chemical application which was reflected in the rejection of the TruGreen quote at the March 11, 2024, Village Council meeting. Additional quotes will be solicited before the Village Council will consider a contract for the 2024 season.

Apex Contracting has not resumed work to replace the lead service lines in the Village, but they are expected to begin sometime this week.

Interim VA Guetschow contacted the Oceana Building Inspector Randy Miller regarding the need to demolish the existing Wesco buildings. He requires revised, stamped plans to include this change, which is in process. Since the footprint for the new building remains unchanged, it does not impact the previously approved setback variance. The only applicable section of the Zoning Ordinance states that the cost of new construction cannot exceed 75% of the original value of the property without requiring a Site Plan Review. The contractor has indicated that, by removing the remaining walls, this will generate a cost reduction since use of heavy equipment will eliminate the need for labor intensive manual demolition.

The Village's IT contractor, VC3, will begin installing new computers on Monday, March 25th.

The 2023/2024 Fiscal Year Audit will begin the week of May 6, 2024.

For the week of March 25 – 29, Interim VA Guetschow plans to be in the office on Monday, Thursday, and Friday.

9. DEPARTMENT HEADS' REPORTS:

Chief Roesler had nothing to report.

10. CORRESPONDENCE: No Correspondence.

11. CITIZEN PARTICIPATION:

Karen Martin, Vice President of the Shelby Area Chamber of Commerce stated that the Chamber was not dissolving. The Chamber will be holding the next meeting on May 2, 2024 at 4:00 P.M at the Shelby Area District Library. Ms. Martin shared that an Oceana County Book Walk will be held on Saturday, April 20, 2024 from 1:00 to 3:00 P.M. This is a .5 mile walk with fun interactive activities. The walk will begin at Shelby Pocket Park.

12. OLD BUSINESS: No Old Business.

13. NEW BUSINESS:

a.) Getty Park Underground Electrical Service

Consumers Energy has removed the existing electrical service at Getty Park to enable demolition and construction to start for the renovation project. To accommodate scheduling by Consumers Energy, the Village Council is asked to approve the Agreement for Installation and the invoice for the total estimated cost for the installation of the new electrical service.

The agenda item was tabled until the April 8, 2024 Council meeting. The Council requested confirmation of whether the cost of the new electrical service is included in the overall project scope and cost for Getty Park.

b.) MDOT Resolution for Designation of Street Administrator

Historically, the Village Administrator has been designated the Street Administrator for the Village of Shelby. MDOT requires a specific individual to be named. As such, Interim VA Guetschow should be designated the Street Administrator to enable submission of the current street map to MDOT which allows the Village to continue to receive Act 51 funding for the Major and Local Street Funds from the State of Michigan comprising a portion of fuel taxes.

Dan Zaverl moved to designate Interim Village Administrator Jae Guetschow as the single Street Administrator for the Village of Shelby in all transactions with the State Transportation Department as provided in Section 13 of Act 51.

Seconded by: John Sutton.

Roll Call Vote:

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

Motion Carried 5-0.

Absent: Steve Crothers and Damian Omness.

14. COMMITTEE REPORTS:

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

The Planning Commission will be meeting on Tuesday, April 16, 2024 at 6:00 P.M.

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:

Audit will begin the week of May 6, 2024.

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

Interim VA Guetschow will be meeting with DPW Supervisor Jeremiah Helenhouse to update the job description for the vacant DPW Laborer position.

g. ORDINANCES – Chair Curt Trott, Dan Zaverl:

Nothing to report.

15. PAYMENT OF BILLS: Mike Termer moved to approve the payment of the bills of March 25, 2024 in the amount of \$229,477.14.

Seconded by: Dan Zaverl.

Roll Cal Vote:

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

Motion Carried 5-0

Absent: Steve Crothers and Damian Omness.

16. ADJOURNMENT: Mike Termer moved to adjourn the meeting at 7:05 P.M.

Seconded by: Curt Trott.

Voice Vote: All in favor.

Motion Carried.

Absent: Steve Crothers and Damian Omness.

Council minutes are not official until approved at the April 8, 2024 Council meeting.

Approved

Crystal Budde

April 8, 2024

Minutes Respectfully Submitted by Crystal Budde, Village Clerk/Treasurer

Date