

VILLAGE OF SHELBY
REGULAR COUNCIL MEETING OF November 23, 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 6:30 P.M. by President Paul Inglis.

2. ROLL CALL:

Answering the roll call: Bill Glover, Steve Crothers, Dan Zaverl, Paul Inglis, John Sutton, Damian Omness, and Bill Harris.

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

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

4. CONSENT AGENDA:

a.) Regular Meeting minutes of November 9, 2020

b.) Correspondence

Steve Crothers moved to approve the Consent Agenda as prepared.
 Seconded by: John Sutton.

Roll Call Vote:

Ayes: Crothers, Sutton, Glover, Zaverl, Omness, Harris, and Inglis.

Motion Carried 7-0.

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

6. PRESIDENT'S REPORT:

President Inglis welcomed Bill Glover and Damian Omness who had recently been elected to the Shelby Village Council as Trustees.

7. ADMINISTRATOR'S REPORT:

Interim Village Administrator Bill Cousins reported that the Shelby Trails Apartment Building project site plan was reviewed informally by the Planning Commission last week. The final review is expected to be placed on the December 15, 2020 Planning Commission agenda. The project is planned for construction next spring.

The DPW has used a couple temporary employees to assist with fall cleanup activities such as the last cutting of grass and removal of leaves in the parks. The entire crew has worked hard all summer to keep up with the workload.

The Village closed its doors to the public on November 16th. The drop box is being used for receiving water bill payments, permits, and other documents. Leaf bags are being delivered to residents as needed. The DPW and Police Department are fully functioning; just staying a bit farther apart from each other and wiping down everything numerous times a day. Our goal is to continue to provide excellent service to the residents while keeping the employees healthy and safe.

The Village will go back to court to continue to resolve the brick, junk, and vehicle issues at First Street and the Rail-Trail. Chief Waltz and Bob Farber met with Mr. Lake to attempt an informal resolution of the issues; however, Mr. Lake was not interested in an out-of-court resolution.

The drain at South Michigan and State Street was repaired on November 13th. It should function better than before and cause fewer problems for motorists in the future.

Village Administrator Brady Selner had nothing else to add; however, he did report that he is looking forward to serving the Village of Shelby over the next several years.

8. DEPARTMENT HEADS' REPORTS:

DPW Supervisor Greg MacIntosh had nothing to report.

Police Chief Steven Waltz reported that, in the two weeks he has been with the Shelby Police Department, he has been learning the Records Management System (SRMS) and becoming familiar with the Village. He has become familiar with the jail/court system and has dealt with Central Dispatch in regard to getting the new modems in the police cruiser up and running properly. Bob Farber has been an excellent mentor during this process.

Bob Farber and Chief Waltz have been working to organize and audit the evidence room. Chief Waltz has ordered a bar code reader that will streamline the evidence transfer process both now and in the future. That scanner will be here early next week, and the audit will begin at that time.

Clerk/Treasurer Crystal Budde reported that the obsolete equipment sale ended on November 13th. A total of 52 bids were received and 24 items were sold totaling \$9,764.00.

9. CORRESPONDENCE: No Correspondence.

10. CITIZEN PARTICIPATION:

Mishelle Comstock congratulated and welcomed the newly hired Police Chief Steve Wentz and Village Administrator Brady Selner. She hopes to have an opportunity to meet with both gentlemen soon.

11. OLD BUSINESS: No Old Business.

12. NEW BUSINESS:

a.) Ferric Chloride Purchase

Ferric Chloride is purchased approximately every eight months for use at the Shelby Wastewater Facility (lagoon system). It is time to replenish the inventory of Ferric Chloride for use over the next eight months. Quotes have been obtained for the chemical and are as follows:

PVS, Detroit, Michigan	4,000 gallons for \$4,700.00
Haviland, Grand Rapids, Michigan	4,000 gallons for \$5,331.20
Webb Chemical, Muskegon, Michigan	4,000 gallons for \$6,000.00

John Sutton moved to authorize the Village Administrator to purchase 4,000 gallons of Ferric Chloride from PVS, Detroit, Michigan for use at the Shelby Wastewater Facility for a total price of \$4,700.00. Seconded by: Steve Crothers.

Roll Call Vote:

Ayes: Sutton, Crothers, Glover, Zaverl, Omness, Harris, and Inglis.

Motion Carried 7-0.

13. COMMITTEE REPORTS:

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

The Planning Commission met on November 17, 2020 at 6:30 P.M. via Zoom with the architect for the Shelby Trails Apartments to discuss parking, driveways, and building materials for the project. Suggested changes to the Accessory Building Ordinance were also discussed. The Planning Commission will meet again in December to review changes to the Shelby Trails building plans and possible proposed changes to the Accessory Building Ordinance.

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

The Water and Sanitation Committee is scheduled to meet on Monday, November 30th at 10:00 A. M. via Zoom to discuss the water rate study and the Peterson Farms' watermain extension program.

c. STREETS AND SIDEWALKS: Chair: Dan Zaverl, Bill Glover:

Nothing to report.

d. PARKS, REC. & BLDGS: Chair: Damian Omness, John Sutton:

Committee Chair Damian Omness reported that he will be meeting with previous Committee Chair Andy Near in order to catch up on what has been in the works for the Parks, Recreation and Buildings Committee.

e. FINANCE and INSURANCE: Chair: Steve Crothers, Bill Harris:

The Committee is scheduled to meet via Zoom on Tuesday, December 1st at 3:30 P.M. to discuss the proposed Shelby Trails PILOT Contract.

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

Nothing to report.

g. ORDINANCES – Chair Bill Glover, Dan Zaverl:

Nothing to report.

14. PAYMENT OF BILLS: Steve Crothers moved to approve the payment of the bills in the amount of \$36,180.51.

Seconded by: John Sutton.

Roll Call Vote:

Ayes: Crothers, Sutton, Glover, Zaverl, Omness, Harris, and Inglis.

Motion Carried 7-0.

15. ADJOURNMENT: John Sutton moved to adjourn the meeting at 7:06 P.M.

Seconded by: Dan Zaverl.

Roll Call Vote:

Ayes: Sutton, Zaverl, Glover, Crothers, Omness, Harris, and Inglis.

Motion Carried 7-0.

Council minutes are not official until approved at the December 14, 2020 Council meeting.

Approved

Crystal Budde

12-14-2020

Minutes Respectfully Submitted by Crystal Budde, Village Clerk/Treasurer

Date