

## **Village of Michiana Council Meeting**

**November 8, 2024 at 1:00 pm. EST**

The meeting was held in person and virtually via Zoom.

**Roll Call** - Council members: Tim McCarthy, Brian Cassidy, Mike Botelho, Nancy Thill and Mike Mumper were present. Also, present were Police Chief Ryan Layman, Street Superintendent Rick Reitz, Building Inspector Bill Lambert, Treasurer Tracey McCay, and Clerk Anne Heywood. Present were 16 residents and 7 participated via Zoom.

**Additions/Deletions** – Amend Tree Ordinance

**Public Comment on Agenda Items Only** – N/A

**Minutes** – Tim McCarthy made a motion to approve the minutes from the October 11, 2024 Council Meeting; Nancy Thill seconded; Motion was approved by all.

### **Reports**

**Building Inspector Report** - Bill Lambert reported 44 building permits to date.

**Fire Chief Report** – Chief Bendix - Absent – Report on file

**Police Report** - Police Chief Ryan Layman reported 44 calls combined with Grand Beach. Ryan talked about a recent vandalism on the beach near the new Stop 40, where 11 or 12 trees had been cut down on the Village Property. Ryan and the Council asked the residents for help and to come forward and inform the police department if they heard or saw anything last Friday early afternoon. The Chief said he sent out an alert already pertaining to vandalism. The Council asked the following Departments be notified; The Arborist to get an appraisal of the trees cut, EGLE since these trees are located in the Critical Dune and Chikaming Open Lands since this Village property is in a land trust.

**Beach Report** – Brian said the Beach Stops stairs at Stop 38, 39 and 42 will be removed at the end of this month and Stops 37 and 41.5 will remain opened. Brian thanked all the residents for removing their kayaks and boards in a timely manner and Josh, Cole and Rick for cleaning up all the stops. Josh will be removing all the garbage cans and flower pots from the beach stops by the end of the month.

**Public Works Report** - Rick Reitz reported 2 more new drywells were installed along Lake Shore Drive between Stop 38 and Stop 39. This will complete the 4 new drywells that were in the 2024/2025 budget. Rick said they have been cleaning of the courts every morning and picked up brush from a fallen tree over on Hillside and Mohawk. They installed cable wiring through the building for better Wi-Fi connection to help on the inside and outside of the Village building for a better connection. Leaf pick-up will start at the end of the month and will continue until the first week in December, weather permitting.

**Water Report** – Mike Mumper has been working with Down to Earth with the new water irrigation system that is going in the park. Mike said all the monthly water reports have been sent into EGLE and daily water testing is being done by Rick. Public Works will be flushing hydrants for the next couple of weeks. Merritt Engineering is working on the Project Plan for the water project on Creek. Once they are approved by the Federal

Government, Merritt will begin work on the bid process, which also needs to be approved before it can be advertised. The new pump will be installed later this month. Rick said with less residents in the village this would be a good time to install the new pump because of less water usage and will allow him to take the system down to one pump while the new pump is being installed.

**Tree Board** – Nancy Thill said AEP is close to finishing up the tree trimming in the Village. Nancy attended an EGLE webinar regarding studies in Oak Wilt and was issued a certificate for attending. Pizzo submitted a report and applied a final application of herbicide on October 2, 2024 and indicated preparation work is complete. The next steps for the Butterfly Garden are on hold until the December meeting where Pizzo Gardens will make a presentation of the method and timing for seeding with native plant seeds and the cost. Arbor Day/Tree City, Lawrence Sobson, MDNR Assistant State Forest has confirmed receipt of the recertification. Nancy would like to do a Monarch watch project collaboration with the Michiana Women's Club if the Council approves the seeding of the butterfly/native plant garden. Nancy made a motion to approve a Tree Proposal application for tree services that would work for the Village; Mike Mumper seconded; there was discussion that the Village attorney should review application; Nancy amended her motion by stating after reviewed by our Village Attorney Sara Senica; Mike Mumper Seconded; roll call vote was taken; 5 ayes and 0 nays; motion passed.

**Planning Commission** – Mike Botelho said he was seeking approval from the Council for the recommended consultant from Southwest Michigan Planning Commission. Julie Bonello gave an update on the Master Plan. Julie said the workshop set up interviews with 5 companies; SWMPC, LandPlan, Abonmarche, Wighman/Arsh and Andrew VonMaur.

Tim McCarthy said a community's master plan establishes a direction for growth, capital investment, and physical development. It's a policy statement that represents what the community is, what its residents value, and what they hope the community will become. A master plan addresses the land use, infrastructure and public service priorities of the community with a five year or longer timeframe and is continuously updated to reflect our changing needs. The Village Council uses the Master Plan as the foundational document for:

- 1.) The long-term interests of the Village and
- 2.) the day-to-day administration of the planning and zoning programs. It ensures we are always representing the Village's vision and goals.

Julie talked about Master Plan Principles to improve our 2005 Master Plan:

**Simple and Efficient** – Since we are a small beach community with minimal available future land development and no commercial needs.

**Sustainability** – an integrated planning process that is embedded into our village culture and working processes.

**Collaboration** – Including the Village Council and Village Departments approval and participation, community engagement, and the Planning Commission leading the project with the consultants help to guide and facilitate.

Julie talked about the workplan and the timeline which she projects will be completed in 15 months.

Julie went through the consultant selection process:

- Identified 5 qualified consulting firms.
- Held informational meetings.
- Sent request for proposals.
- Evaluated proposals against principles.
- Selected Southwest Michigan Planning Commission.

Julie explained the cost for the Master Plan was broken down into 6 Phases;

- Phase 1- organize project
- Phase 2 - Community Inventory/Analysis phase
- Phase 3- Community Engagement/Planning Process
- Phase 4 - Goals/Objectives/Future Land Use
- Phase 5- Implementation Strategies/Action Steps
- Phase 6 - Draft Plan, Review & Approval.

**Treasurer Report** – Tracey McCay gave the treasurer report along with the Pokagon Fund balance of \$45,536. Tim McCarthy made a motion to approve the treasurer report; Mike Botelho seconded; motion passed.

**Clerk Report** - Anne Heywood asked the council for approval of the Check Register in the amount of \$144,527.04. Tim McCarthy made a motion to approve the check register as submitted; Nancy Thill seconded the motion; motion passed.

## **Old Business**

1. **Update on Village Hall Renovation** – Tim said the community was working on completing the painting in the hall and getting floor samples. Anne has reached out to the artist we are working with on the posters to see if he would be willing to do note cards.
2. **Update from Mike Mumper on Lawn in the Park** – Mike had a PowerPoint presentation showing the progress of the park lawn. The pictures from the PowerPoint be posted on the Village website to show the before and after of the lawn. Great job Mike Mumper for overseeing this project.

## **New Business**

1. **2024 Wrap up of Pickleball Tournament** – Sally McDonald thanked the council for approving the rain date at the last minute. Sally said after expenses they were giving the Village a check for \$4,258. The tournament raised \$4,000 and during the summer Zorn's Brewery hosted a give back day for Michiana's pickleball which raised \$258. Sally said they donated cranks and a squeegee for the courts. The group would like to have the tournament again next year on September 6, 7 and 8. The council made no decision on the dates for the tournament. Sally gave some suggestions from there group regarding the use of the courts; would like the courts blown off for Thanksgiving weekend, reopen the bathrooms, install hand dryers that they would donate, and put a key pad with a code for the bathrooms. The Council thanked them for their ideas.
2. **A Power Point was presented by the Exploratory Joint Villages Committee for a future Police Station** – Mike Mumper put together a short PowerPoint presentation showing the goals and objectives the committee and Police Chief

came up with after reviewing both Grand Beach and Michiana's police stations. They stated that a new police station should be welcoming to residents and visitors. It should improve the work environment for the police department employees. It should be a modern facility, which meets current law enforcements needs and safety standards. It should be a forward-thinking design, which ensures the station can meet future community needs while being a financially responsible project. Mike talked about some of the strengths and weaknesses of the current police departments. Some functional deficiencies are the office spaces are not big enough for current needs. It is difficult to conduct confidential interviews. No secure evidence room. Residents or anyone looking for the station have to drive up to the Village Hall to find the station. The Council then turned this over to the Planning Commission since they are in the process of updating the Villages Master Plan. Julie Bonello will incorporate information regarding modernizing our police station into upcoming surveys for our residents. The first survey will be going out to everyone in the Village in January.

3. **Recommendation and approval of Consultant for Master Plan** Mike Botelho thanked Julie and the group for all their hard work. Mike made a motion to approve South West Michigan Planning Commission for \$16,591.00 but not to exceed \$20,000 in case there was any additional work the consultant needed to complete the draft of the Master Plan. Brian Cassidy seconded the motion; a roll call vote was taken 5 ayes and 0 nays; motion passed. Mike made another motion to appoint Karen Szyp for another 3-year term on the Planning Commission as her current term will be expiring this November 2024; Nancy Thill seconded the motion; all were in favor; motion passed.
4. **Amend Tree Ordinance** – Nancy made a motion to amend the current Tree Ordinance dates for trimming to prevent Oak Wilt; "Trees identified as oak will not be pruned between April 15<sup>th</sup> and September 15<sup>th</sup>. In the event where a tree is damaged or needs pruning, tools must be sanitized, and a latex based paint must be applied to the wound immediately after pruning". Brian Cassidy seconded; a roll call vote was taken 5 ayes and 0 nays; motion passed.

**Correspondence** – Kim Habel submitted ideas for the use of bathrooms for pickleball players. Kim could not be present to discuss.

**Public Comment** –. Bill Schutt asked about the cannabis stores being built along highway 12. He wanted to know if the Township would be contributing a percentage to the Village. The Council said the Township would not be contributing any funds to Michiana. Maureen S asked if the Master Plan directs budgeting or fundraising. Julie Bonello said the Master Plan does not Implement those items. Brian Cassidy said the council determine what the needs and wants are for the Village and use it as a guideline for budgeting and if fundraising is needed.

**Meeting adjourned at 4:15p.m. EST**

Next meeting will be Friday December 13<sup>th</sup> at 1:00pm EST.

Respectful submitted,

Anne Heywood/Clerk