

VILLAGE OF LAKE ODESSA
MINUTES
REGULAR COUNCIL MEETING
MARCH 18, 2024
PAGE MEMORIAL BUILDING
839 FOURTH AVENUE
LAKE ODESSA, MICHIGAN 48849

Meeting called to order at 7:00 pm by Village President Karen Banks.

ROLL CALL

Council present: President Karen Banks, Trustee Mike Brighton, Trustee Terri Cappon, Trustee Jennifer Hickey, Trustee Carrie Johnson, Trustee Martha Yoder, Trustee Rob Young

Council absent: None

Staff present: Village Manager Gregg Guetschow, Police Chief Kendra Backing, Clerk/Treasurer Kathy Forman

APPROVAL OF THE AGENDA

Motion by Young, supported by Brighton, to approve the agenda. All ayes; motion carried 7-0.

PUBLIC COMMENT ON AGENDA ITEMS

None

MINUTES

Motion by Johnson, supported by Cappon, to approve the minutes from the following meetings:

Regular Village Council meeting of February 19, 2024

Special Village Council study session of February 15, 2024

Special Village Council study session of February 29, 2024.

All ayes; motion carried 7-0.

BILLS

Motion by Yoder, supported by Brighton, to approve expenditures equal to or less than \$3,000.00 for the period 2/1/2024 through 2/29/2024. All ayes; motion carried 7-0.

Motion by Cappon, supported by Young to approve bills in excess of \$3,000 as submitted.

All ayes; motion carried 7-0.

CONSENT AGENDA

Motion by Young, supported by Johnson, to accept the following items and place them on file:

- a) Minutes from the regular Lake Odessa Area Arts Commission meeting of January 8, 2024
- b) Minutes from the regular Lake Odessa Area Arts Commission meeting of February 12, 2024
- c) Minutes from the regular Downtown Development Authority meeting of March 12, 2024

All ayes; motion carried 7-0.

DEPARTMENTAL REPORTS

Village Manager: Report submitted.

Police Department: Report submitted.

Department of Public Works: Report submitted.

Finance: Report Submitted.

Zoning: Report submitted.

COMMITTEE REPORTS:

Personnel Committee: No report.
Finance Committee: No report.
Parks & Recreation Committee: No report.

PRESENTATIONS

None

PUBLIC HEARING

Motion by Young, supported by Yoder, to open the public hearing on the Proposed Application for DNR Trust Fund Grant for Beach Pavilion Improvements. Banks called for a roll call vote. Yes: Young, Yoder, Brighton, Cappon, Hickey, Johnson, Banks; No: None; Absent: None; Abstain: None. Motion carried 7-0. The public hearing was opened at 7:06 pm.

President Banks asked for public comment. None was heard. Public hearing was noticed per state law and no public comment has been received.

Motion by Young, supported by Johnson, to close the public hearing. All ayes; motion carried 7-0. The public hearing was closed at 7:07 pm.

NEW BUSINESS

- a) Proposed Resolution 2024-21: Authorizing Hiring a Police Department Recruit, Paying Salary and Academy Costs for Such Individual, and Applying for Available Grant Funds to Defray Salary and Academy Costs.

Motion by Yoder, supported by Hickey, to adopt proposed Resolution 2024-21. Banks called for a roll call vote. Yes: Yoder, Hickey, Brighton, Cappon, Johnson, Young, Banks; No: None; Absent: None; Abstain: None. Resolution adopted 7-0.

- b) Proposed Resolution 2024-22: Approving Submission of an Application for a DNR Trust Fund Grant for Beach Pavilion Improvements.

Motion by Young, supported by Brighton, to adopt proposed Resolution 2024-22 as amended. Banks called for a roll call vote. Yes: Young, Brighton, Cappon, Hickey, Johnson, Yoder, Banks; No: None; Absent: None; Abstain: None. Resolution adopted 7-0.

- c) Proposed Resolution 2024-23: Establishing Dates, Times, and Rules and Regulations for the 2024 May Clean-up Program.

Motion by Johnson, supported by Cappon, to adopt proposed Resolution 2024-23. Banks called for a roll call vote. Yes: Johnson, Cappon, Brighton, Hickey, Yoder, Young, Banks; No: None; Absent: None; Abstain: None. Resolution adopted 7-0.

- d) Proposed Resolution 2024-24: Amending the Village Council Rules of Procedures to Authorize Holding Committee of the Whole Meetings, Establishing Ad Hoc Committees, and Dissolving Standing Committees.

Motion by Young, supported by Hickey, to adopt proposed Resolution 2024-24. Banks called for a roll call vote. Yes: Young, Hickey, Brighton, Cappon, Johnson, Yoder, Banks; No: None; Absent: None; Abstain: None. Resolution adopted 7-0.

- e) Proposed Resolution 2024-25: Approving, Authorizing, Directing the Village President and the Village Manager to Sign a Letter of Engagement from Walker, Fluke, and Sheldon PLC for Auditing Services for the Village of Lake Odessa.

Motion by Yoder, supported by Cappon, to adopt proposed Resolution 2024-25. Banks called for a roll call vote. Yes: Yoder, Cappon, Brighton, Hickey, Johnson, Young, Banks; No: None; Absent: None; Abstain: None. Resolution adopted 7-0.

- f) Proposed Resolution 2024-26: Approving Budget Amendments for Fiscal Year 2023-24 for the Village of Lake Odessa.

Motion by Johnson, supported by Cappon, to adopt proposed Resolution 2024-26. Banks called for a roll call vote. Yes: Johnson, Cappon, Brighton, Hickey, Yoder, Young, Banks; No: None; Absent: None; Abstain: None. Resolution adopted 7-0.

- g) Proposed Resolution 2024-27: Approving Budget Amendments for Fiscal Year 2024-25 for the Village of Lake Odessa.

Motion by Yoder, supported by Hickey, to adopt proposed Resolution 2024-27. Banks called for a roll call vote. Yes: Yoder, Hickey, Brighton, Cappon, Johnson, Young, Banks; No: None; Absent: None; Abstain: None. Resolution adopted 7-0.

- h) Proposed Resolution 2024-28: Authorizing Purchasing New Mobile Radio Equipment for Department of Public Works Vehicles.

Motion by Cappon, supported by Brighton, to adopt proposed Resolution 2024-28. Banks called for a roll call vote. Yes: Cappon, Brighton, Hickey, Johnson, Yoder, Young, Banks; No: None; Absent: None; Abstain: None. Resolution adopted 7-0.

- i) Proposed Resolution 2024-29: Authorizing Executing the Finding of Exempt Activity Related to the MSHDA CHILL Grant.

Motion by Johnson, supported by Brighton to adopt proposed Resolution 2024-29. Banks called for a roll call vote. Yes: Johnson, Brighton, Cappon, Hickey, Yoder, Young, Banks; No: None; Absent: None; Abstain: None. Resolution adopted 7-0.

- j) Proposed Resolution 2024-30: Authorizing Executing the Grant Management Plan for the MSHDA CHILL Grant.

Motion by Cappon, supported by Yoder to adopt proposed Resolution 2024-30. Banks called for a roll call vote. Yes: Cappon, Yoder, Brighton, Hickey, Johnson, Young, Banks; No: None; Absent: None; Abstain: None. Resolution adopted 7-0.

- k) Third-Party Administrator Agreement with Smith Housing Consultants for the MSHDA CHILL Grant

Motion by Cappon, supported by Brighton to approve the agreement as presented pending review and revision by President Karen Banks and Village Manager Gregg Guetschow. Banks called for a roll call vote. Yes: Cappon, Brighton, Hickey, Johnson, Yoder, Young, Banks; No: None; Absent: None; Abstain: None. Motion adopted 7-0.

MISCELLANEOUS CORRESPONDENCE

- a) Letter of Support to the Michigan Department of Agriculture and Rural Development for the Grant Application from the Lake Odessa Agricultural & Civic Association

TRUSTEE COMMENTS

Banks – Will be interviewed tomorrow (3/19) for an article about the Village of Lake Odessa that will be in a future issue of Michigan Living, Dennis Stadel. Will be meeting with department heads on Wednesday (3/20) to answer questions and concerns about the dual role Village Manager position.

Brighton - None.

Cappon – Would like to step down as President Pro Tem and return to a Trustee position for personal reasons. Village Manager Guetschow will look into proper procedures for this to take place.

Hickey – Would like to review all ordinances that pertain to noise and nuisances. Is there a quiet time designated in the ordinances?

Johnson – None.

Yoder – None.

Young – None.

PUBLIC COMMENT

None

ADJOURNMENT

Motion by Young, supported by Yoder, to adjourn the meeting. All ayes: motion carried 7-0.

Meeting adjourned at 7:55 pm.

Respectfully submitted,

Kathy S. Forman
Village Clerk / Treasurer