

VILLAGE OF LAKE ODESSA

MINUTES

REGULAR COUNCIL MEETING

AUGUST 18, 2025

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 Ben DeJong, Trustee Bob Green, Trustee Roy Halfmann, Trustee Martha Yoder

Council absent: None

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

APPROVAL OF THE AGENDA

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

PUBLIC COMMENT

None

MINUTES

Motion by Green, supported by Halfmann, to approve the minutes from the regular Village Council meeting of July 21, 2025. 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 7/1/2025 through 7/31/2025. All ayes; motion carried 7-0.

Motion by Cappon, supported by Brighton, to approve bills in excess of \$3,000 as submitted. All ayes; motion carried 7-0.

CONSENT AGENDA

- a) Minutes from the special Planning Commission meeting of June 17, 2025
- b) Minutes from the special Lake Odessa Area Arts Commission meeting of June 30, 2025
- c) Minutes from the regular Lake Odessa Area Arts Commission meeting of July 14, 2025
- d) Minutes from the regular Lake Odessa Area Arts Commission meeting of July 28, 2025

Motion by Green, supported by DeJong, to approve the consent agenda. 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.
Values Clarification: Results submitted.

PRESENTATION

- a) FY 2024-25 Audit Report was presented by Dave DeHaan, CPA, Principal at Rehmann. The Village of Lake Odessa received a clean audit.

NEW BUSINESS

- a) Proposed Resolution 2025-30: Intent to Amend the Boundaries of the Downtown Development Authority's district and to Conduct a Public Hearing Theron.

Motion by Cappon, supported by Green, to adopt proposed Resolution 2025-30. Banks called for a roll call vote. Yes: Cappon, Green, Brighton, DeJong, Halfmann, Yoder, Banks; No: None; Absent: None; Abstain: None. Motion carried 7-0.

- b) Proposed Resolution 2025-31: Accepting Financial Statements for the Year Ended February 28, 2025.

Motion by Brighton, supported by Halfmann, to adopt proposed Resolution 2025-31. Banks called for a roll call vote. Yes: Brighton, Halfmann, Cappon, DeJong, Green, Yoder, Banks; No: None; Absent: None; Abstain: None. Motion carried 7-0.

- c) Consider recessing to Closed Session at the conclusion of regular business to discuss Acquisition of Real Property, pursuant to Section 8(d) of Act 267 of 1976, as amended.

Motion by DeJong, supported by Halfmann, to recess to Closed Session at the conclusion of regular business to discuss Acquisition of Real Property, pursuant to Section 8(d) of Act 267 of 1976, as amended. Banks called for a roll call vote. Yes: DeJong, Halfmann, Brighton, Cappon, Green, Yoder, Banks; No: None; Absent: None; Abstain: None. Motion carried 7-0.

MISCELLANEOUS CORRESPONDENCE

- a) Terri Cappon Letter
- b) Aurora Rice Letter
- c) Jake Hanson has resigned from the Administrative Internship position
- d) Jesse Trout has expressed interest in a dual role position of Village Manager/DPW Superintendent. Council members shared their thoughts, and it was decided that Gregg Guetschow and Karen Banks would start contract negotiations with Mr. Trout.

TRUSTEE COMMENTS

Banks – Echoed comments from other council members.

Brighton – None

Cappon – Thanked Kathy Forman for her hard work. Expressed that she wants to spend time with her family.

DeJong – Thanked Terri Cappon and said Art In The Park was great.

Green – Thanked Terri Cappon, the volunteers at Art In The Park and talked about the Back To School Bash,

Halfmann – Thanked Kathy Forman for her hard work on the audit, thanked Dave DeHaan for his audit presentation, and said he was sad to see Terri Cappon leave the council.

Yoder – Thanked Kathy Forman for a great job and told Terri Cappon she will be missed. Art In the Park was a magical day.

The video created for the Consumers Energy grant application was presented.

PUBLIC COMMENT

Barry Hoven – Presented his concern about the sign ordinance and cost of the variance procedure.

CLOSED SESSION

Moved to closed session at 7:41 pm.

Returned to open session at 7:52 pm.

ADDITIONAL ITEMS OF NEW BUSINESS

- a) Motion by Yoder, supported by Brighton to approve the July 21, 2025 Closed Session minutes. All ayes; motion carried 7-0.

ADJOURNMENT

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

Meeting adjourned at 7:53 pm.

Respectfully submitted,

Kathy S. Forman
Village Clerk / Treasurer