

**VILLAGE OF MATTAWAN
REGULAR COUNCIL MEETING**

MAY 28, 2024

AGENDA

1. CALL TO ORDER @
2. PLEDGE OF ALLEGIANCE.
3. ATTENDANCE
4. WELCOME TO PUBLIC
5. ANNOUNCEMENT OF MEETING BEING RECORDED
6. ADDITIONS TO AGENDA
7. APPROVAL OF THE AGENDA
8. APPROVAL OF THE MINUTES FROM BUDGET WORKSHOP OF **MAY 6, 2024**
9. APPROVAL OF THE MINUTES OF **MAY 13, 2024**
10. BILLS TO BE APPROVED IN THE AMOUNT OF **\$75,233.23**
11. LIMITED PUBLIC COMMENT ON ANY AGENDA ITEM
12. BOARD AND COMMITTEE REPORTS
 - A. FINANCE COMMITTEE – CHAIR STUUT
No meeting, no report
 - B. COMMUNICATIONS COMMITTEE – CHAIR COLE
No meeting, no report
 - C. DPW COMMITTEE – CHAIR SMITH
No meeting, no report
 - D. LAW ENFORCEMENT COMMITTEE – CHAIR DANIEL
No meeting, no report
 - E. PARKS & RECREATION COMMITTEE – CHAIR BEGEMAN
Meeting 5/16/2024 Committee discussed tree placement and park signage and enforcement. Comments included new pavilion and removal of shrubs.
 - F. POLICY & PERSONNEL COMMITTEE – CHAIR HEDGSPETH
No meeting, no report
 - G. ZONING AND ORDINANCE COMMITTEE – CHAIR MCLEAN

- No meeting, no report*
- H. PLANNING COMMISSION LIAISON REPORT – LIAISON STUUT
Meeting 5/16/2024 Meeting immediately dismissed due to lack of quorum.
 - I. DDA COMMITTEE – CHAIR ROB BROOKS
Meeting 5/21/2024 Discussion included the park statue sculpture, council decision on Memorial Day and Christmas events, planning of holiday events, and DDA Landscape Area bid approval.
 - J. KATS –
No meeting, no report
13. STAFF REPORTS
- A. POLICE DEPARTMENT- *Chief Mansfield*
 - B. ENGINEER’S REPORT – *Engineer Woodhams*
 - C. ATTORNEY REPORT – *Attorney Graham*
13. OLD BUSINESS
14. NEW BUSINESS
- A. ADOPT RESOLUTION TO EXEMPT THE VILLAGE FOR THE PROVISIONS OF 2011 P.A. 152 FOR FISCAL YEAR 2024/2025
 - B. REQUEST FROM THE DDA TO ALLOW A REPRESENTATIVE FROM THE DDA TO BE CONSULTED DURING BID COMMUNICATIONS FOR ITEMS BEING PAID FOR WITH DDA FUNDS
15. COMMUNICATIONS
- Village Workspace – Member Smith*
16. COMMENTS FROM VISITORS
17. COMMENTS FROM COUNCIL
18. ADJOURNMENT @

MINUTES

- 1. CALL TO ORDER @ 5:00 PM
- 2. PLEDGE OF ALLEGIANCE
- 3. ATTENDANCE: *Begeman, Cole, Daniel, McLean, Smith*
ABSENT: *Hedgspeth, Stuu*
OTHERS PRESENT: *Manager McLean, Superintendent Anthony, Chief Mansfield, Administrative Assistant Storm-Artis*
Motion by Smith, supported by Begeman to excuse Stuu. All members voted in favor. Motion carried.
- 4. WELCOME TO PUBLIC
- 5. ANNOUNCEMENT OF MEETING BEING RECORDED
- 6. ADDITIONS TO AGENDA *None*
- 7. APPROVAL OF THE AGENDA
Motion by Begeman, supported by McLean to approve the agenda as presented.
- 8. LIMITED PUBLIC COMMENT ON ANY AGENDA ITEM
- 9. OLD BUSINESS
 - A. **2024/2025 Budget**
Manager McLean presented the budget as a whole. President Cole read a text received from Stuu regarding the wages of the office staff. She proposed an hourly increase of 3.4% plus \$1.00 in place of the previously proposed and budgeted 3.4% plus \$0.50. Council discussion took place and it was determined to move forward with the original proposed increase for office staff. Begeman had questions regarding the upcoming increase in water rates. Superintendent Anthony clarified the increase would be closer to 20% rather than the 40% initially discussed at previous budget workshops. Council discussed the proposed ne DPW building and possible alternatives. Council asked about some of the budgeted items in Buildings and Grounds. Discussion took place regarding holding some of the no longer needed funds for the future expansion of the Village Office and Police Department Building. Manager McLean stated she would discuss options with the accountant when he was in later this week. Smith asked about the contribution "Police Motor Vehicle Fund" which had been renamed to "Capital Improvement." Chief Mansfield explained what the fund was being used for. Discussion took place regarding 2024-2025 fiscal year plans for MPD vehicle purchase, DPW projects.

Smith and Begeman recommended moving the budget to the public hearing on May 13, 2024 at 7 PM.

10. NEW BUSINESS

11. COMMUNICATIONS *None*

12. COMMENTS FROM VISITORS *None*

13. COMMENTS FROM COUNCIL *None*

14. ADJOURNMENT @ 6:17 PM

Motion by Smith, supported by Daniel to adjourn. All members voted in favor. Motion carried.

DRAFT

**VILLAGE OF MATTAWAN
REGULAR COUNCIL MEETING**

MAY 13, 2024

MINUTES

1. CALL TO ORDER @ 7:00 PM
2. PLEDGE OF ALLEGIANCE.
3. ATTENDANCE: *Begeman, Cole, Daniel, Hedgspeth, McLean, Smith, Stuut*
OTHERS IN ATTENDANCE: Attorney Graham, Administrative Assistant Storm-Artis,
Administrative Assistant Ranney-Holroyd
4. WELCOME TO PUBLIC
5. ANNOUNCEMENT OF MEETING BEING RECORDED
6. OPEN PUBLIC HEARING TO RECEIVE COMMENT ON THE 2024/2025 BUDGET
Motion by Smith, supported by Begeman to open public hearing. All members voted in favor. Motion carried.
7. PUBLIC COMMENT *None*
8. CLOSE PUBLIC HEARING
Motion by Smith, supported by Hedgspeth to close the public hearing. All members voted in favor. Motion carried.
9. ADDITIONS TO AGENDA
President Cole added 44,541.67 to the bills for a new total of \$77,212.30.
10. APPROVAL OF THE AGENDA
Motion by McLean, supported by Daniel to approve the agenda. All members voted in favor. Motion carried.
11. APPROVAL OF THE MINUTES OF APRIL 22, 2024
Motion by Begeman, supported by Stuut to approve the minutes of April 22, 2024. All members voted in favor. Motion carried.
12. APPROVAL OF THE MINUTES FROM BUDGET WORKSHOP OF APRIL 22, 2024
Motion by Begeman, supported by Stuut to approve the minutes of the budget workshop of April 22, 2024. All members voted in favor. Motion carried.
13. APPROVAL OF THE MINUTES FROM ZBA MEETING OF APRIL 22, 2024
Motion by McLean, supported by Begeman to approve the minutes from the ZBA meeting of April 22, 2024. All members voted in favor. Motion carried.

14. APPROVAL OF THE MINUTES FROM BUDGET WORKSHOP OF MAY 6, 2024
See Meeting Minutes May 28, 2024

15. BILLS TO BE APPROVED IN THE AMOUNT OF **\$72,670.63**

\$ 4,541.67

Total: \$77,212.30

Motion by Stuut, supported by Begeman to approve the bills in the amount of \$77,212.30. Roll call vote taken. All members voted in favor. Motion carried.

16. LIMITED PUBLIC COMMENT ON ANY AGENDA ITEM *None*

17. BOARD AND COMMITTEE REPORTS

A. FINANCE COMMITTEE – CHAIR STUUT

No meeting, no report

B. COMMUNICATIONS COMMITTEE – CHAIR COLE

No meeting, no report

C. DPW COMMITTEE – CHAIR SMITH

4/24/2024 Committee reviewed NLC Service Line Warranty Program, Amtrak Easement Agreement, and Army Corps of Engineers Letter. Committee discussed Spring Clean-Up, and the possibility of starting a rental property inspection program

Chair Smith stated everything they discussed at the meeting was on the agenda.

D. LAW ENFORCEMENT COMMITTEE – CHAIR DANIEL

No meeting, no report

E. PARKS & RECREATION COMMITTEE – CHAIR BEGEMAN

No meeting, no report

F. POLICY & PERSONNEL COMMITTEE – CHAIR HEDGSPETH

No meeting, no report

G. ZONING AND ORDINANCE COMMITTEE – CHAIR MCLEAN

No meeting, no report

H. PLANNING COMMISSION LIAISON REPORT – LIAISON STUUT

No meeting, no report

I. DDA COMMITTEE – CHAIR ROB BROOKS

No meeting, no report

J. KATS –

No meeting, no report

18. STAFF REPORTS

A. DEPARTMENT OF PUBLIC WORKS – *Superintendent Anthony explained he had been working on the budget and water and sewer rates. He explained the first brush pick up of the year took place on May 6, 2024 and it took the DPW techs three days to complete the clean-up. He had been contacting several garbage companies regarding providing curbside pickup for the spring clean-up which would be discussed later on the agenda.*

Several companies have come to village hall to evaluate and provide bids for the replacement of the windows. He stated there was very little storm damage from the recent tornadic activity in the area, and the most damage the village suffered was due to road edge washout.

B. ENGINEER'S REPORT - *Engineer Woodhams*

C. ATTORNEY'S REPORT – *Attorney Graham stated all items he has are on the agenda.*

19. OLD BUSINESS

A. PARTNER ING WITH NLC SERVICE WARRANTY PROGRAM – *Superintendent Anthony. DPW Committee recommends 3-0 not to partner with NLC Service Warranty Program*

Superintendent Anthony explained there were too many restrictions and only about 25% of the residents would even qualify for the program.

Motion by Smith, supported by Stuut not to partner with the NLC service warranty program. All members voted in favor. Motion carried.

B. APPROVE SENDING AMTRAK EASEMENT AGREEMENT TO ATTORNEY GRAHAM FOR REVIEW – *Superintendent Anthony*

DPW Committee recommends 3-0 to send to Attorney Graham for review.

Motion by Begeman, supported by Stuut to send the Amtrak Easement Agreement to Attorney Graham for review. All members voted in favor.

20. NEW BUSINESS

A. DISCUSSION AND DECISION ON 2024/2025 BUDGET

Motion by Stuut, supported by Daniel to approve the 2024-2025 fiscal year budget. Roll call vote taken. All members voted in favor. Motion carried.

B. SET VILLAGE MILLAGE RATE AT 4.2646 FOR 2024/2025 FISCAL YEAR

Smith asked if this was separate from the Police Millage. Administrative Assistant Storm-Artis explained this was separate from the Police Millage that was previously approved.

Motion by Smith, supported by McLean to set the village millage rate at 4.2646 for the 2024-2025 fiscal year. Roll call vote taken. All members voted in favor. Motion carried.

C. APPROVE SENDING LETTER TO THE ARMY CORPS OF ENGINEERS FOR KINGDON/HAMILTON STUDY– *Superintendent Anthony*

DPW Committee recommends 3-0 to approve

Motion by Begeman, supported by Smith to send letter to Army Corps of Engineers for a Study of the Flooding on Kingdon/Hamilton Area. All members voted in favor. Motion carried.

- D. REQUEST FOR PARKS AND REC COMMITTEE MEETING TO DISCUSS PARK IMPROVEMENTS AND SIGNAGE INSTALLATION RELATING TO ORDINANCE #52— *Superintendent Anthony*

Motion by Begeman, supported by Smith to hold a parks and rec committee meeting. All members voted in favor. Motion carried.

- E. DISCUSSION ON SPRING CLEAN-UP AND WASTE SERVICES SURVEY – *Superintendent Anthony stated that no garbage company would do curbside pick-up for the spring clean-up unless they had an exclusive contract with the village. He further explained how a program would work. The first step would be for council to adopt an ordinance allowing for a contract with a single garbage company, residents would no longer be able to select their own provider for trash collection. For garbage pick-up under a contract, one invoice would be sent directly to the village office for all charges for residents in the village and would be paid out of village funds. Office staff would then independently bill the residents for their trash service just like is currently done for water and sewer. Discussion included what would happen if the trash bill went unpaid. Superintendent Anthony explained it would go to tax roll the same as water or sewer but the trash would continue to be collected at delinquent properties. Further discussion took place. It was suggested that alternatives for spring curbside pick-up such as College Hunks, Got Junk, etc. may be possible. Superintendent Anthony stated he would try to gather more information on these alternatives.*

Motion by Begeman, supported by Stuut to table the issue to a later date. All members voted in favor. Motion carried.

- F. APPROVE BID FOR DDA LANDSCAPE – *Superintendent Anthony*
Smith asked why the council would be approving the bid for the landscaping without it going to the DDA first. Further discussion took place including Penning not submitting a bid, the vast cost difference and possible reasoning, and if the DDA is responsible for payment for the landscaping.

Motion by Begeman, supported by * . Roll Call vote taken. Begeman, Cole, Daniel, Hedgspeth, McLean, and Stuut voted yes. Smith voted no. Motion carried.

- G. DISCUSSION ON FUTURE RENTAL PROPERTY INSPECTION PROGRAM
Administrative Assistant Storm-Artis explained that there was an interest to investigate instituting a Rental Property Inspection program for the village. Most other municipalities have at least a registration procedure in place for rental properties within their jurisdiction. Preliminary investigation into how other municipalities conduct this process has begun. She also explained the current building inspector would not be able to accomplish the inspections due to the volume of rentals within the village, and additional hiring may be required before inspections could be conducted. Since there is no ordinances relating to rental properties, adopting an ordinance would be the first step.

Motion by Smith, supported by Daniel to hold a Zoning and Ordinance Committee meeting to discuss a rental property registration and inspection program. All members voted in favor. Motion carried.

H. DISCUSSION ON BIRD DOG JUNE 2024 THROUGH MAY 2025 LEASE

Attorney Graham explained that discussion needed to include any desired provisions or changes to the lease. Allison Maxwell spoke regarding paying 3 months at a time. Council discussion included late fees and grace period, monthly payments, paying in advance, and rental rate.

Motion by Daniel, supported by * to keep the current rental rate of \$525 per month, payable by the first of each month with a 10-day grace period after which a 10% late fee would apply, with the ability to pay 3 months in advance. All members voted in favor. Motion carried.

I. ADOPT LOAN RESOLUTION FOR RURAL DEVELOPMENT PROJECT

Smith asked about the difference between the bid amount and the amount of the loan. Attorney Graham explained that there is a contingency amount that could be used in the event of extra expenses during the project, and if the funds are not used after project completion a lump sum payment could be made on the loan.

Motion by Smith, supported by Daniel to adopt the loan resolution in the amount of \$4,910,000.00. All members voted in favor. Motion carried.

J. ADOPT ORDINANCE #0513-2024 FOR RURAL DEVELOPMENT PROJECT

Motion by Smith, supported by Daniel to adopt ordinance #0513-2024. All members voted in favor. Motion carried.

21. COMMUNICATIONS *None*

22. COMMENTS FROM VISITORS *None*

23. COMMENTS FROM COUNCIL

Discussion included the Christmas Event and communication between the DDA, DPW and Council.

24. ADJOURNMENT @ **7:59 PM**

Motion by Smith, supported by Cole to adjourn. All members voted in favor. Motion carried.

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
05/22/2024	AP	Amazon Capital Services	Invoice: 1X46-QGT9-6KN4 Ref#: 15648 (Fireproof File Cabinet)		
AP Trx #: 25632		Equipment Repairs & Maint.	101-301-77800	971.58	971.58
		Vnd: 1612 Invoice: 1X46-QGT9-6KN4	101-000-20200		
		Expected Check Run: 05/28/2024		971.58	971.58
05/22/2024	AP	Amazon Capital Services	Invoice: 1TP9-6GQ1-FPQR Ref#: 15649 (Memorial Ceremony Wreaths For Park)		
AP Trx #: 25633		Supplies	101-751-72700	67.99	67.99
		Vnd: 1612 Invoice: 1TP9-6GQ1-FPQR	101-000-20200		
		Expected Check Run: 05/28/2024		67.99	67.99
05/22/2024	AP	Blue Cross Blue Shield of Mich	Invoice: 0007015344 Jun24MPD Ref#: 15650 (Health and Dental Insurance St		
AP Trx #: 25634		Health/Dental/Vision Ins	101-301-71900		
		Vnd: 1137 Invoice: 0007015344 Jun24MPD	101-000-20200	2,691.22	2,691.22
		Expected Check Run: 05/28/2024		2,691.22	2,691.22
05/22/2024	AP	Blue Cross Blue Shield of Mich	Invoice: 007015344710 Jun24 Ref#: 15651 (Health & Dental Insurance 6/1/2		
AP Trx #: 25635		Health/Dental/Vision Ins	101-301-71900	4,386.71	
		Health/Dental/Vision Ins	101-265-71900	197.08	
		Health/Dental/Vision Ins	101-441-71900	228.38	
		Health/Dental/Vision Ins	101-751-71900	272.43	
		Health/Dental/Vision Ins	202-463-71900	401.11	
		Health/Dental/Vision Ins	202-478-71900	125.20	
		Health/Dental/Vision Ins	203-463-71900	201.71	
		Health/Dental/Vision Ins	203-478-71900	86.95	
		Health/Dental/Vision Ins	590-552-71900	593.55	
		Health/Dental/Vision Ins	590-553-71900	1.16	
		Health/Dental/Vision Ins	591-552-71900	1,412.00	
		Health/Dental/Vision Ins	591-553-71900	24.34	
		Health/Dental/Vision Ins	661-891-71900	178.53	
		Health/Dental/Vision Ins	101-215-71900	1,672.84	
		Health/Dental/Vision Ins	202-172-71900	260.84	
		Health/Dental/Vision Ins	203-172-71900	156.50	
		Health/Dental/Vision Ins	590-551-71900	696.73	
		Health/Dental/Vision Ins	591-551-71900	696.73	
		Health/Dental/Vision Ins	101-000-20200		6,757.44
		Vnd: 1137 Invoice: 007015344710 Jun24			787.15
		Vnd: 1137 Invoice: 007015344710 Jun24			445.16
		Vnd: 1137 Invoice: 007015344710 Jun24			1,291.44
		Vnd: 1137 Invoice: 007015344710 Jun24			2,133.07
		Vnd: 1137 Invoice: 007015344710 Jun24			178.53
		Expected Check Run: 05/28/2024		11,592.79	11,592.79

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
05/22/2024 AP Trx #: 25636	AP	Blue Cross Blue Shield of Mich	Invoice: 007015344 Jun24EE Ref#: 15652(Health & Dental Insurance EE 6/1		
		Health Insurance	101-000-23500	617.82	
		Vnd: 1137 Invoice: 007015344 Jun24EE	101-000-20200		617.82
		Expected Check Run: 05/28/2024		617.82	617.82
05/22/2024 AP Trx #: 25637	AP	CINTAS	Invoice: 4193323598 Ref#: 15653(Mats and Pants 5/21/24)		
		Uniform allowance	591-552-76800	45.11	
		Uniform allowance	590-552-76800	45.11	
		Contractual Services	101-265-81800	135.31	
		Vnd: 1226 Invoice: 4193323598	591-000-20200		45.11
		Vnd: 1226 Invoice: 4193323598	590-000-20200		45.11
		Vnd: 1226 Invoice: 4193323598	101-000-20200		135.31
		Expected Check Run: 05/28/2024		225.53	225.53
05/22/2024 AP Trx #: 25638	AP	CINTAS	Invoice: 4192627174 Ref#: 15654(Mats and Pants 5/14/24)		
		Uniform allowance	591-552-76800	45.11	
		Uniform allowance	590-552-76800	45.11	
		Contractual Services	101-265-81800	135.31	
		Vnd: 1226 Invoice: 4192627174	591-000-20200		45.11
		Vnd: 1226 Invoice: 4192627174	590-000-20200		45.11
		Vnd: 1226 Invoice: 4192627174	101-000-20200		135.31
		Expected Check Run: 05/28/2024		225.53	225.53
05/24/2024 AP Trx #: 25639	AP	Civica Engineering PLLC	Invoice: 1001-28 May 23, 2024 Ref#: 15679(Concord Road Reconstruction P		
		Contractual	203-463-81800	3,500.00	
		Vnd: 1190 Invoice: 1001-28 May 23, 2024	203-000-20200		3,500.00
		Expected Check Run: 05/28/2024		3,500.00	3,500.00
05/24/2024 AP Trx #: 25640	AP	Civica Engineering PLLC	Invoice: 1001-26 May 23, 2024 Ref#: 15680(USDA Rural Development Waterm		
		Engineering Prelim	591-551-82040	7,000.00	
		Vnd: 1190 Invoice: 1001-26 May 23, 2024	591-000-20200		7,000.00
		Expected Check Run: 05/28/2024		7,000.00	7,000.00

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
05/24/2024	AP	Civica Engineering PLLC	Invoice: 1001-1 May 23, 2024 Ref#: 15681(Lift Station 2, Amtrak, Kats &		
AP Trx #: 25641		Lift Station #2	590-554-97700	2,880.00	
		Contractual	202-463-81800	360.00	
		DDA Consulting	248-728-82620	360.00	
		Vnd: 1190 Invoice: 1001-1 May 23, 2024	590-000-20200		2,880.00
		Vnd: 1190 Invoice: 1001-1 May 23, 2024	202-000-20200		360.00
		Vnd: 1190 Invoice: 1001-1 May 23, 2024	248-000-20200		360.00
		Expected Check Run: 05/28/2024		3,600.00	3,600.00
05/22/2024	AP	Clothes Basket	Invoice: 23139 Ref#: 15655(MPD Uniform Cleaning 3/1/24-3/31/24)		
AP Trx #: 25642		Operating Supplies & Expense	101-301-72600	287.90	287.90
		Vnd: 0072 Invoice: 23139	101-000-20200		
		Expected Check Run: 05/28/2024		287.90	287.90
05/22/2024	AP	Clothes Basket	Invoice: 23151 Ref#: 15656(MPD Uniform Cleaning 4/1/24-4/30/24)		
AP Trx #: 25643		Operating Supplies & Expense	101-301-72600	204.40	204.40
		Vnd: 0072 Invoice: 23151	101-000-20200		
		Expected Check Run: 05/28/2024		204.40	204.40
05/22/2024	AP	Clothes Basket	Invoice: 23127 Ref#: 15657(MPD Uniform Cleaning 2/1/24-2/29/24)		
AP Trx #: 25644		Operating Supplies & Expense	101-301-72600	194.25	194.25
		Vnd: 0072 Invoice: 23127	101-000-20200		
		Expected Check Run: 05/28/2024		194.25	194.25
05/22/2024	AP	Enviro Safe Treatments, LLC.	Invoice: 1059 Ref#: 15658(Lift Station Treatment)		
AP Trx #: 25645		Treatment Fees	590-552-81800	20,000.00	20,000.00
		Vnd: 1349 Invoice: 1059	590-000-20200		
		Expected Check Run: 05/28/2024		20,000.00	20,000.00
05/22/2024	AP	Etna Supply Company	Invoice: S105674604.001 Ref#: 15659(Megalug Ret Gland, Pipe Slip Joint		
AP Trx #: 25646		Operating Supplies	591-552-72600	113.50	113.50
		Vnd: 0018 Invoice: S105674604.001	591-000-20200		
		Expected Check Run: 05/28/2024		113.50	113.50

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
05/22/2024 AP Trx #: 25647	AP	Etna Supply Company Operating Supplies Vnd: 0018 Invoice: S105662911.001 Expected Check Run: 05/28/2024	Invoice: S105662911.001 Ref#: 15660(6-Bolt Hydrant Extension) 591-552-72600 591-000-20200	430.00	430.00
05/24/2024 AP Trx #: 25648	AP	Etna Supply Company Supplies Vnd: 0018 Invoice: S105691325.001 Expected Check Run: 05/28/2024	Invoice: S105691325.001 Ref#: 15682(Full Face Red Rubber 1/8 Gaskets) 590-552-72600 590-000-20200	90.00	90.00
05/22/2024 AP Trx #: 25649	AP	FREDRICKSON SUPPLY Supplies Vnd: 1633 Invoice: 16399 Expected Check Run: 05/28/2024	Invoice: 16399 Ref#: 15661(Vacuum Tub, Handle) 590-552-72600 590-000-20200	900.64	900.64
05/24/2024 AP Trx #: 25650	AP	Frontier Telephone Vnd: 1121 Invoice: 26966870570707145My4 Expected Check Run: 05/28/2024	Invoice: 26966870570707145My4 Ref#: 15678(MPD Fax 5/16/24-6/15/24) 101-301-85300 101-000-20200	111.86	111.86
05/22/2024 AP Trx #: 25651	AP	Keyser Insurance Group Fidelity Bond Insurance Fidelity Bond Insurance Vnd: 1381 Invoice: 865065 Vnd: 1381 Invoice: 865065 Expected Check Run: 05/28/2024	Invoice: 865065 Ref#: 15662(Conservator Bond Renewal 7/3/24-7/3/24) 590-551-91000 591-551-91000 590-000-20200 591-000-20200	432.00 432.00	432.00 432.00
05/23/2024 AP Trx #: 25652	AP	LOWES BUSINESS ACCT/SYNCR Supplies Supplies Vnd: 1638 Invoice: 82131230518461May24 Vnd: 1638 Invoice: 82131230518461May24 Expected Check Run: 05/28/2024	Invoice: 82131230518461May24 Ref#: 15677(Wall Pack LED, Safe Lights, 2i 101-265-72600 661-891-72600 101-000-20200 661-000-20200	864.00 253.63 542.98	864.00 253.63 542.98
				<u>796.61</u>	<u>796.61</u>

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
05/22/2024	AP	Midwest Energy & Communications	Invoice: 581 Apr24 Ref#: 15663(25th St Well & Lift, DPW Office, Antwerp		
AP Trx #: 25653		Electric/Gas/Utilities	591-552-92100	3,438.90	
		Electric/Gas/Utilities	590-552-92100	5,187.81	
		Street Lights	101-441-92600	175.07	
		Utilities - DPW Building	661-892-92100	300.94	
		Vnd: 0022 Invoice: 581 Apr24	591-000-20200		3,438.90
		Vnd: 0022 Invoice: 581 Apr24	590-000-20200		5,187.81
		Vnd: 0022 Invoice: 581 Apr24	101-000-20200		175.07
		Vnd: 0022 Invoice: 581 Apr24	661-000-20200		300.94
		Expected Check Run: 05/28/2024		9,102.72	9,102.72
05/22/2024	AP	Midwest Energy & Communications	Invoice: 888004348 Jun24 Ref#: 15664(Data & Phone Freedom Ln Office 6/8		
AP Trx #: 25654		Utilities - DPW Building	661-892-92100	314.59	
		Vnd: 0022 Invoice: 888004348 Jun24	661-000-20200		314.59
		Expected Check Run: 05/28/2024		314.59	314.59
05/22/2024	AP	Midwest Energy & Communications	Invoice: 888045842 Jun24 Ref#: 15665(Data-French Water Tower 6/8/24-7/7		
AP Trx #: 25655		Electric/Gas/Utilities	591-552-92100	70.00	
		Vnd: 0022 Invoice: 888045842 Jun24	591-000-20200		70.00
		Expected Check Run: 05/28/2024		70.00	70.00
05/22/2024	AP	Midwest Energy & Communications	Invoice: 888045841 Jun24 Ref#: 15666(Data-25th St Lift Station 6/18/24-		
AP Trx #: 25656		Electric/Gas/Utilities	591-552-92100	70.00	
		Vnd: 0022 Invoice: 888045841 Jun24	591-000-20200		70.00
		Expected Check Run: 05/28/2024		70.00	70.00
05/22/2024	AP	Nye Uniform Company	Invoice: 885537 Ref#: 15667(MPD Uniforms Pant, Shirt, Tie)		
AP Trx #: 25657		Uniform Allowance	101-301-76800	207.72	
		Vnd: 0229 Invoice: 885537	101-000-20200		207.72
		Expected Check Run: 05/28/2024		207.72	207.72
05/22/2024	AP	Office Depot	Invoice: 6011568517657144Ap24 Ref#: 15668(MPD Peel Seal Envelopes)		
AP Trx #: 25658		Printing	101-301-90000	275.98	
		Vnd: 0108 Invoice: 6011568517657144Ap24	101-000-20200		275.98
		Expected Check Run: 05/28/2024		275.98	275.98

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
05/22/2024 AP Trx #: 25659	AP	PERCEPTIVE CONTROLS, INC Contractual Vnd: 1303 Invoice: 16596 Expected Check Run: 05/28/2024	Invoice: 16596 Ref#: 15669 (Monthly Cyber Security & Maintenance 5/1) 590-552-81900 590-000-20200	1,282.00	1,282.00
05/22/2024 AP Trx #: 25660	AP	Prein & Newhof Testing and Analysis Vnd: 1044 Invoice: 115006 Expected Check Run: 05/28/2024	Invoice: 115006 Ref#: 15670 (Water Testing Sample Date 5/16/24) 591-552-76500 591-000-20200	50.00	50.00
05/22/2024 AP Trx #: 25661	AP	Republic Services #249 Village Clean Up-INTERNAL USE ONLY Vnd: 0002 Invoice: 0249-008227902 Expected Check Run: 05/28/2024	Invoice: 0249-008227902 Ref#: 15671 (Spring Clean-Up Dumpster Pick-Up 5/ 101-441-76300 101-000-20200	1,940.00	1,940.00
05/22/2024 AP Trx #: 25662	AP	SCOTT GRAHAM, PLLC Professional Fees Vnd: 1059 Invoice: April 2024 Expected Check Run: 05/28/2024	Invoice: April 2024 Ref#: 15672 (Legal Services 4/1/24-4/30/24) 101-172-82600 101-000-20200	3,990.00	3,990.00
05/22/2024 AP Trx #: 25663	AP	SILVERSMITH DATA Contractual Vnd: 1444 Invoice: 41394 Vnd: 1444 Invoice: 41394 Expected Check Run: 05/28/2024	Invoice: 41394 Ref#: 15673 (Annual Hosting and Data) 591-552-81800 590-552-81900 591-000-20200 590-000-20200	925.00 925.00	925.00 925.00
05/22/2024 AP Trx #: 25664	AP	Southwest Plumbing Inspections Plumbing Inspector Vnd: 0981 Invoice: May 22 2024 Expected Check Run: 05/28/2024	Invoice: May 22 2024 Ref#: 15674 (Plumbing Inspections Through May 22, 2 101-380-80100 101-000-20200	576.00	576.00

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
05/22/2024	AP	State Industrial Products	Invoice: 903344957 Ref#: 15675>(*CA 9/11/23 Sewer Forcemain Treatment)		
AP Trx #: 25665		Contractual	590-552-81900	674.96	674.96
		Vnd: 1599 Invoice: 903344957	590-000-20200		
		Expected Check Run: 05/28/2024		674.96	674.96
05/22/2024	AP	Verizon Wireless	Invoice: 9963633088 Ref#: 15676(Cell Phones 4/9/24-5/8/24)		
AP Trx #: 25666		Telephone-Emergency	590-551-85300	255.18	
		Telephone	101-215-85300	43.79	
		Telephone-Emergency	591-551-85300	44.67	
		Vnd: 1231 Invoice: 9963633088	590-000-20200		255.18
		Vnd: 1231 Invoice: 9963633088	101-000-20200		43.79
		Vnd: 1231 Invoice: 9963633088	591-000-20200		44.67
		Expected Check Run: 05/28/2024		343.64	343.64

Cash/Payable Account Totals:	DR Amount	CR Amount
Accounts Payable		19,637.27
Accounts Payable		1,147.15
Accounts Payable		3,945.16
Accounts Payable		360.00
Accounts Payable		34,009.25
Accounts Payable		14,797.36
Accounts Payable		1,337.04
TOTAL INCREASE IN PAYABLE:	75,233.23	75,233.23



Mattawan Police Department

24221 Front Avenue
Mattawan, Michigan 49071
Phone: (269) 668-3661 Fax: (269) 668-7057
Email: police@mattawanmi.com
Jeremy S. Mansfield, Chief of Police

MONTHLY ACTIVITIES FOR APRIL

Monthly complaint count: 82

Patrol Initiated complaints: 13

Activities;

Business Checks: 20 Community Relations: 12 Field Contacts: 2 Foot Patrol: 0

Traffic Stop Count: 84

Citation Count: 45

Offense Count: 53

CHIEF'S REPORT

- Preparations for Memorial Day activities, including the parade and car show.
- Multiple meetings with county and municipal partners. DDA, Council, Chief's Association, etc.
- Continuing review of departmental policies and procedures.
- We had an officer represent the department at a Crime Victim's Rights Fair in conjunction with the Van Buren Victim Services section of the Prosecutor's Office.
- Progress is being made in the arduous process of bringing our evidence room into compliance with standards and record retention requirements/recommendations.
- The selection process from applicants has begun and will be ongoing until a selection is made for the open position. The next academy starts in the fall and is filling quickly.
- On going preparations for next fiscal year's budget.
- Recruit update-Preparing for the start of Field Training, MCOLES requirements, and post academy trainings.
- On going communication with partners and research into new CJIS/LEIN requirements requiring encryption standards for all our radios.
- Reported Use of Force statistics to FBI database for the previous month.

Mattawan PD Offense Summary

Occurred 4/1/2024 - 4/30/2024

Offense	Total Offenses
0301 - 03000 - Illegal Entry	1
101 - Abandoned Vehicle	1
1313 - 13001 - Assault and Battery/Simple Assault	2
1316 - 13003 - Intimidation	1
1380 - 13003 - Telephone Used for Harassment, Threats	1
1399 - 13002 - Assault (Other)	1
151 - Grass and Noxious Weeds Ordinance	1
2301 - 23001 - Larceny - Pocketpicking	1
2304 - 23006 - Larceny - Parts and Accessories from Vehicle	1
2309 - 23007 - Larceny - From Yards (Grounds surrounding a building)	1
2608 - 26005 - Fraud by Wire	1
2996 - 29000 - Damage to Property - Throwing Stone, etc., at Train or Motor Vehicle	1
3074 - 30002 - Retail Fraud Theft 2nd Degree	1
49 - Burning Ordinance	1
5005 - 50000 - Contempt of Court	1
52 - Controlling Dogs Ordinance	2
5560 - 55000 - Dog Law Violations	3
5586 - 72000 - Animals -Cruelty to	1
5707 - 57001 - Trespass (Other)	2
5799 - 57002 - Invade Privacy (Other)	1
6274 - 62000 - Littering on Public or Private Property	1
7070 - 70000 - Runaway	1
8054 - 54003 - Traffic - Violation of Basic Speed (Too Fast)	2
8273 - 54003 - Traffic - Driving on Susp/Revoked/Refused License	4
8275 - 54003 - Traffic - Driver License Law Violations	1
8276 - 54003 - Traffic - Title Law Violations, Chapter II	1
8277 - 54003 - Traffic - Registration Law Violations	7
8280 - 54003 - Traffic - No Proof of Insurance	1
8281 - 54003 - Traffic - No Operators/Chauffers License on Person	1
8282 - 54003 - No Insurance	4
8290 - 54003 - Traffic - Improper Parking	1
9906 - 94001 - Motorist Assist	3
9910 - 93001 - Traffic, Non-Criminal - Accident	2
9911 - 93002 - Traffic, Non-Criminal - Non-Traffic Accident	1
9940 - 98003 - Inspections/Investigations - Property	1

Mattawan PD Offense Summary

Occurred 4/1/2024 - 4/30/2024

Offense	Total Offenses
9941 - 98004 - Inspections/Investigations - Other Inspections	1
9942 - 98006 - Inspections/Investigations - Family Trouble	3
9943 - 98007 - Inspections/Investigations - Suspicious Situations	3
9944 - 98008 - Inspections/Investigations - Lost and Found Prop	1
9946 - 99001 - Miscellaneous - Suicide	2
9953 - 99008 - Miscellaneous - General Assistance	6
9954 - 99008 - Miscellaneous - Assist to Fire Department	3
9954 - 99009 - Miscellaneous - Non-Criminal	1
9955 - 99008 - Miscellaneous - Assist to EMS	6
9956 - 99008 - Miscellaneous - Assist to Other Police Agency	4
Total	86

Report By Violation

From 4/1/2024 12:00:00 AM to 4/30/2024 12:00:00 AM

Violation Code	Description	Count
257.628	LIMITED ACCESS SPEED 1-5 OVER	1
257.868	DEFECTIVE EQUIP-ONE HEADLIGHT	1
257.652	FAIL TO STOP LEAVING ALLEY OR PRIVATE DRIVE	1
257.904(1)	DROVE WHILE LICENSE SUSP/REV/DENIED	5
257.628	SPEEDING 1-5 OVER LIMIT	29
257.628	SPEEDING 6-10 OVER	1
257.255	EXPIRED REG. LESS THAN 1 MONTH-CIVIL INFRACTION	1
257.256	IMPROPER PLATES	1
257.649(6)	DISOBEY STOP SIGN	3
257.255	EXPIRED REG. OVER 6 MONTHS- CIVIL INFRACTION	4
287.262	DOG AT LARGE- LICENSED &/OR UNLICENSED	1
500.3101	NO INSURANCE	2

* Results do not include warnings or voided tickets.

5/24/2024 8:30:11 AM

Page 1 of 1

STATE OF MICHIGAN

Seventh Judicial District

7th District Court – West

1007 E. Wells St.
P.O. Box 311
South Haven, MI 49090-0311
Phone: (269) 637-5258

HON. ARTHUR H. CLARKE, III
District Judge

JAMES R. BECKER
Magistrate Court Administrator



7th District Court – East

212 Paw Paw Street, Ste. 130
Paw Paw, MI 49079-1493
Phone: (269) 657-8222

HON. MICHAEL T. MCKAY
District Judge

MAY 7, 2024

Ordinance Costs for Cities and Villages for the Month of April 2024

PAW PAW	338.25
LAWTON	23.10
MATTAWAN	681.18
DECATUR	158.40
LAWRENCE	211.20
ANTWERP	
KEELER	
PORTER TOWNSHIP	
DECATUR TOWNSHIP	
GOBLES	
PAW PAW TOWNSHIP	
HAMILTON TOWNSHIP	
LAWRENCE TOWNSHIP	
ALMENA TOWNSHIP	
	\$1412.13
VAN BUREN COUNTY	\$2867.04

Prepared by:


Susan E. Taylor
Account Clerk

MINUTES

1. CALL TO ORDER AT 4:02 PM
2. ATTENDANCE- *Begeman, Mclean, Cole, Superintendent Anthony, Administrative Assistant Holroyd*
3. COMMENTS FROM VISITORS ON ANY AGENDA ITEM *None*
4. OLD BUSINESS
5. NEW BUSINESS
 - A. TREE PLACEMENT *discussing to move two trees from west side of Village Hall driveway into the Public Park. One being placed where old one was, and then another one in back by tracks. Superintendent Anthony will get an estimate to move trees, and also to purchase trees.*
 - B. PARK SIGNAGE *Would like Chief Mansfield to elaborate on Ordinance 52, and the enforcing of it.*
6. COMMENTS FROM VISITORS
7. COMMENTS FROM MEMBERS *Discussion of possible new Pavilion in the park, in place of what is there now, and taking out old shrubs by Memorial Plaque. Tom will order new Memorial Day Wreaths for the ceremony. DPW will mow the park before Memorial day.*
8. ADJOURN @ 4:25pm

MINUTES

1. CALL TO ORDER @ 7:00 PM by *Member Daniel*
2. PLEDGE OF ALLEGIANCE
3. ATTENDANCE *Daniel, Stuut*
ABSENT: *Fournier, Lamb*
OTHERS PRESENT: *Manager McLean*
Member Daniel immediately adjourned the meeting due to a lack of a quorum
4. WELCOME TO THE PUBLIC
5. ANNOUNCEMENT OF MEETING BEING RECORDED
6. ADDITIONS TO THE AGENDA
7. APPROVAL OF THE AGENDA
8. LIMITED PUBLIC COMMENT ON ANY AGENDA ITEM
9. APPROVAL OF THE MINUTES OF MARCH 20, 2024
10. COUNCIL LIAISON REPORT-*Liaison Stuut*
11. OLD BUSINESS
12. NEW BUSINESS
13. COMMUNICATIONS
14. COMMENTS FROM VISITORS
15. COMMENTS FROM MEMBERS
16. ADJOURN @

**VILLAGE OF MATTAWAN
DDA MEETING**

MAY 21, 2024

MINUTES

1. CALL TO ORDER @ 8:00 AM
2. PLEDGE OF ALLEGIANCE
3. ATTENDANCE *Brininger, Brooks, Cavanaugh, Cole, Huyck, Laughlin, Maxwell, Moyer, Reed*
ABSENT: *Roberts*
OTHERS PRESENT: *Chief Mansfield, Superintendent Anthony, Administrative Assistant Storm-Artis*
4. WELCOME TO PUBLIC
5. ANNOUNCEMENT OF MEETING BEING RECORDED
6. ADDITIONS TO AGENDA *None*
7. APPROVAL OF THE AGENDA
Motion by Coy, supported by Laughlin to approve the agenda as presented. All members voted in favor. Motion carried.
8. APPROVAL OF THE MINUTES OF FEBRUARY 20, 2024
Motion by Brooks, supported by Laughlin to approve the minutes of February 20, 2024. All members voted in favor. Motion carried.
9. APPROVAL OF THE MINUTES OF APRIL 16, 2024
Motion by Moyle, supported by Brooks to approve the minutes of April 16, 2024. All members voted in favor. Motion carried.
10. LIMITED PUBLIC COMMENT ON ANY AGENDA ITEMS *None*
11. OLD BUSINESS
 - A. SCULPTURE FOR FRONT STREET PEDESTAL - *Kelly VanderKley*
Discussion took place regarding the extensive contract presented and review by the village attorney. Administrative Assistant Storm-Artis did not know the specifics on changes being advised by the village attorney.
Motion by Brooks, supported by Moyle to table this issue until confirmation from the lawyer could be obtained. All members voted in favor. Motion carried.
 - B. DDA REQUEST FOR CONTROL OVER MEMORIAL DAY AND CHRISTMAS EVENTS

Council Meeting Minutes 4/22/2024: DDA Chair Brooks explained the DDA has already planned several events for 2024 Christmas and was concerned about the selection of a different Santa by the village. The DDA requested take full control of the planning and financial requirements of the Christmas and Memorial Day events. **Motion by Stuut, supported by Smith to grant full control to the DDA for Memorial Day and Christmas Day events with the approval of council.**

Further discussion took place regarding the use of village resources and personnel. **Stuut withdrew motion, Smith withdrew Support.**

Further Discussion took place in regards to terminology to be used in motion.

Motion by Daniel, supported by Stuut to grant control, on a one-year trial basis, of the events of Memorial Day and Christmas, with any village resources subject to the approval of council. Voice vote taken, voice in opposition. Roll call vote taken. Begeman, Cole, Daniel, Smith, and Stuut voted yes. McLean voted no. Motion carried.

Administrative Assistant Storm-Artis presented the minutes from the council meeting on April 22, 2024 in relation to the previous DDA request for control over Memorial Day and Christmas events in the village. Discussion took place regarding the reference to village resources and council required approval. Also discussed was the one-year time frame. Further discussion took place involving communications between the DDA, Village Council, parks and rec committee, and village office staff. Chief Mansfield explained how the process of shutting down roads for an event or parade is accomplished, the extra required personnel, and other related costs of "village resources." Chair Brooks spoke about the upcoming Memorial Day parade and working with Chief Mansfield to determine the parade route, staging areas, and road closures for the event. Discussion took place regarding times and locations of other Memorial Day events, permits, and parking. Chair Brooks stated he had been contacted regarding a 4th of July parade but stated there were no plans this year. Maxwell asked about a Mattawan Days event. Further comments included how the DDA is trying to redevelop these events to improve the community and bring the community together.

C. 2024 CHRISTMAS HOLIDAY EVENTS

Administrative Assistant Storm-Artis explained Naylor came to evaluate the needs to develop a bid, but the office has not received the bid as yet. Superintendent Anthony was present during the meeting with Naylor and explained Manager McLean told Naylor what changes were wanting to be made from last years display.

Superintendent Anthony also stated he was unaware if any other bids were being sought.

12. NEW BUSINESS

A. DDA LANDSCAPE -Council approved bid from RIPMASTER Landscape for \$2,870.00

Administrative Assistant Storm-Artis explained that the bid submission sheet presented from Superintendent Anthony was approved by Council on May 13, 2024.

Discussion took place regarding the specifics on the bids. Superintendent Anthony stated this bid was just for the initial spring clean-up and the monthly charges from RIPMASTER would be \$400. Further discussion took place as to why this was not presented to the DDA prior to going to council, as it was DDA funds that are being used to pay for this landscaping. Superintendent Anthony explained that dedicated monies for this expenditure were included in the approved budgeted and the monthly amounts were within spending limits of department heads, therefore specific approval by the DDA was not required. Further discussion took place and a motion to send to council was drafted.

Motion by Brooks, supported by Moyle to ask the council to allow a representative from the DDA to be consulted during bid communications for items being paid for with DDA funds. All members voted in favor. Motion carried.

B. MEMORIAL DAY EVENT AND PARADE -*Chair Brooks explained he had mostly spoke on this earlier in the meeting, but if anyone wanted to volunteer to assist with parade route direction, the help would be welcome.*

14. COMMENTS FROM VISITORS *None*

15. COMMENTS FROM MEMBERS *None*

16. ADJOURN @ 9:27 AM

Motion by Brooks, supported by Moyle to adjourn. All members voted in favor. Motion carried.

VILLAGE OF MATTAWAN

May 13, 2024

RESOLUTION TO EXEMPT THE VILLAGE OF MATTAWAN FOR THE PROVISIONS OF 2011 P.A. 152 FOR FISCAL YEAR 2024/2025

WHEREAS, on September 27, 2011 P.A. 152, an act to limit a public employer’s expenditures for employee medical benefit plans, became immediately effective; and

WHEREAS, on May 28, 2024, the Village of Mattawan’s Budget for Fiscal Year 2024-2025 was adopted by the Village of Mattawan Council and;

WHEREAS, the adopted Village of Mattawan Budget Fiscal Years 2024-2025 is balanced, maintains responsible recommended general fund equity balances and funds current employee medical benefit plans within existing revenues; and

WHEREAS, Section 8 of Act 152 authorizes a local unit of government, defined to include a Village government, upon a 2/3 vote of the governing body, to exempt itself from the requirement of the act for the next succeeding year and;

WHEREAS, by exempting itself under Section 8 of Act 152 for the calendar year 2025, the Village of Mattawan can avoid costs of litigation, avoid the expense of conducting a new “open enrollment” selection process allowing the Village of Mattawan to continue to make changes over time that yield significant reductions in health care costs in a manner that is fair to both taxpayers and employees; and

WHEREAS, exempting the Village of Mattawan from Act 152 for the calendar year 2025 is equitable considering that the Village of Mattawan’s employees have a willingness to fairly share in the burden of meeting the significant economic challenges associated with Michigan’s long recession; and

WHEREAS, the equitable nature of 2025 exemption for the Village of Mattawan employees is further demonstrated by the fact that the State of Michigan, as the employer of some 45,000 workers, effectively exempted itself from the mandate of Act 152 by refusing to place the question of applying Act 152’s limitations to state workers on the ballot.

NOW, THEREFORE, BE IT RESOLVED, that acting pursuant to the authority granted a village under Section 8 of Act 152, the Village of Mattawan hereby exempts the Village of Mattawan from the requirements of 2011 P.A. 152 for calendar year 2015.

-YEAS: _____ NAYS _____ ABSENT _____ ABSTAIN _____

ADOPTED: May 28, 2024

Terri A. McLean, Village Clerk