



VILLAGE OF LAWTON

Regular Meeting Minutes – Tuesday March 09, 2021 at 7:00 p.m.

Meeting was held remotely

Lawton Village Hall – 125 S Main Street, Lawton MI 49065

WWW.LAWTONMI.GOV 269.624.6407

MINUTES

- I. **CALL TO ORDER** President Knudstrup called the March 09, 2021 Meeting of the Lawton Village Council to order at 7:00 p.m.
- II. **PLEDGE OF ALLEGIANCE** - The Pledge of Allegiance was recited.
- III. **ROLL CALL:** Present: President Knudstrup. Trustees: J Appleby, E. Dudek, G. Dudek, N. Smith, J. Peterson and R. Turner. Absent: None. Others present: Village Manager Imus, Superintendent Hackenberg, and Chief Mack and 5 other guests.
- IV. **CONSENT AGENDA:** The Consent Agenda included the approval of the March 9, 2021 Council Agenda, the February 23, 2021 Council Meeting Minutes, Disbursements in the amount of \$122,847.23, an informational on Open Meetings Act Virtual through April 1, 2021.
Peterson, supported by G Dudek, made a motion to approve the consent agenda as presented. A roll call vote was taken with unanimous approval.
- V. **COMMUNICATIONS AND CORRESPONDENCE:**
 - A. Attorney Brian Knowtek gave a presentation on Blight Enforcement, noting he had met with Chief Mack to go over the Lawton PD's procedures, and that the process works very nicely. Attorney Knowtek summarized what our ordinances provides.
 - B. Planning Commission Annual Report for 2020 has been received.
 - C. Groundbreaking Invitation for 99 Walker Street has been extended to all Council on 3/15/2021.
- VI. **CITIZENS' COMMENTS:**
 - A. Heather Shannon from the Lawton Summerfest Committee, along with Mandi Lawson both spoke regarding Summerfest. They would like to propose July 10, 2021 as the date Summerfest be held. They are wondering if Council is willing to approve this date and give approval so that they can move forward.
- VII. **PUBLIC HEARINGS / APPOINTMENTS:**
 - A. Motion made by Turner, supported by Smith to appoint Zachary Shinabargar to the Downtown Development Authority and Kevin Hellman to the Planning Commission, both with terms ending November 2023, also to appoint Judy Peterson as the Village Council's ex-officio member to the Planning Commission. A unanimous roll call was taken.

VIII. OLD BUSINESS:

- A. Appleby made motion to Approve Resolution 06-21 with support from E. Dudek. This Resolution is a Contract with MDOT for the Transportation Economic Development (TED) Fund Category B Grant Project. A unanimous roll call vote approved this Resolution.
- B. Turner moved to approve the Park and Pavilion Rental Application Agreement as brought forth from the Public Service Committee. Supported by Smith, a favorable roll call vote was taken.

IX. NEW BUSINESS:

- A. Peterson made a motion to approve the purchase of the 2004 International 7400 Truck with 2004 Monroe front plow from St. Joseph County Board of Road Commission in the amount of \$31,000.00, supported by G Dudek. A unanimous roll call vote approved the motion.
- B. E Dudek motioned to approve retrofitting of the 2004 International 7400 Truck with wing plow, hydraulics, lighting/electrical by Truck & Trailer Specialties located at 3286 Hanna Lake Industrial Park Drive, Dutton, MI in the amount of \$18,540.00 with support from Smith. Motion approved by unanimous roll call vote.
- C. Turner motioned to approve the installation of new Sander Controller in the DPW dump truck by Truck and Trailer Specialties, located at 3286 Hanna Lake Industrial Park Drive, Dutton, MI in the amount of \$2,126.00, supported by Appleby. Motion approved via a unanimous roll call vote.
- D. Peterson moved adoption of Resolution 05-2021, a Resolution declaring a local state of emergency for the purpose of permitting the Village Council and other public bodies of the Village to meet by electronic and telephonic means after April 1, 2021. Supported by Appleby, a roll call vote was taken all in favor. Motion approved.

X. BOARD, COMMITTEE, AND STAFF REPORTS

- A. **Planning Commission** – The 2020 Annual report has been submitted. Turner reports discussion on the inspection services, which has been taken under advisement.
- B. **Downtown Development Authority (DDA)** - G. Dudek reported that they met on 2/17/21, they discussed the Facade improvement Program, and the Social District and what it would include.
- C. **Community & Economic Development Committee (CEDC)** – Peterson reported they discussed the (2nd Street) Hamilton street house and the status of it. They also discussed maps and overlays to deal with vacant areas in the community and water and sewer services overlay to see where we might need to extend services so that properties can be developed. They talked a little bit about retaining the services of a housing specialist who comes in and does work on the type of housing the community needs, but noted this might be premature until we see what properties we have and where the services are available.

- D. **Finance and Administration Committee** – Knudstrup reported the committee met, they asked the Manager to make an agreement with Clark Technical Services for IT support. They also talked about creating a local Brownfield Development Authority (BRA) in response to the 99 Walker Street property. There are some advantages in terms of tax recapture if we have our own BRA. They also talked about the need to start meeting regularly on the 4th Tuesday. He will send out a memo. The first meeting of the month would be to make decisions, the second meeting would be to plan, and to discuss projects and issues.
- E. **Public Safety Committee:** Appleby reports they met before tonite’s meeting and discussed the hiring process. Their prime candidate went elsewhere. They will be reposting the position. They had discussion on the Social District, the hours and boundaries etc. Blight and the need for Spring Cleanup starting earlier in April or May was also discussed.
- F. **Public Services Committee** - G Dudek reports they met in February and used this time as an organizational meeting. They also discussed extending water and sewer south of town, and how to get developers to come into the village, the poor conditions of streets in Concord Hills, widening the drive at Chancey Lewis Park, possibility of allowing food trucks and ice cream vendors during the summer. The committee met again on March 3rd, Manager Imus informed them that Clark Technology will help with the online application for the pavilion rental. They also discussed the 2nd Street house what is needed to finish it up and that Blaine Allen will help with the sale of the house.
- G. **Water and Sewer Committee** - E Dudek reports they had a good discussion on the Water and Sewer Rate Structure, a lot of details hashed out and that they have a good overall plan. The Newsletter will explain this to community. They feel they are really close to having it done and implemented.
- H. **Police Department** – Chief Mack reviewed his monthly report.
- I. **Department of Public Works** – Superintendent Hackenberg presented the WWTP and Public Services monthly reports. He also gave an update on the 2nd Street house.
- J. **Village Manager** – Imus briefed the council in response to President Knudstrup’s report from the Finance and Admin committee regarding the BRA, she had received a call from Jim Salloman, 99 Walker LLC, requesting Council’s support.

XI. COUNCIL COMMENTS:

E Dudek feels that Council needs to make it a priority to get back to face to face, in person meetings, instead of virtual meetings. Nicole Smith shared that she attended an Introduction to Municipal Training and would like Council to consider using email addresses through the village instead of using

personal email addresses for several reasons, the main one being it would cover them personally and legally. E Dudek agreed.

President Knudstrup wondered if business cards are needed for Council? Appleby had a comment from a citizen regarding papers (flyers and ad type) that are thrown in the yards, with snow melting they are more visible. We need to find out where they are coming from and Manager Imus will make contact. President Knudstrup would like each committee to develop a set of goals for the balance of the year, what do you want to address, what issues do you for see, the chair of each committee will take that on and communicate those goals in writing for everyone at the next month council meeting. Spring Cleanup was brought up again, a schedule was sent out in the Newsletter, however a discussion of having a dumpster sooner than the first Cleanup scheduled in June makes better sense, Superintendent Hackenberg will follow up.

XII. ADJOURNMENT

Appleby, supported by Turner, made a motion to adjourn the meeting at 8:45 p.m. A roll call vote was taken with unanimous approval of those present. The next regular scheduled meeting is March 23, 2021.

Respectfully Submitted by Joni Bell, Village Clerk