



VILLAGE OF CAPAC
OFFICIAL MINUTES
REGULAR COUNCIL MEETING
JANUARY 15, 2018
HELD AT THE
AMERICAN LEGION HALL
115 N. MAIN ST.
7:00 P.M.

THE VILLAGE PRESIDENT ASKED ALL PRESIDENT TO JOIN HIM IN THE PLEDGE OF ALLEGIANCE.

- I. The meeting was called to order by President Grzybs at 7:00 PM. He asked for the recorder to take attendance. Present were Weyrauch, Nemecek, Ramirez, Libkie and President Grzyb, Absent Klug and Lawrence. A motion by Nemecek second Ramirez to approve the agenda as presented, voice vote motion passed.
 - A. Motion Nemecek second Ramirez to approve the minutes from January 2, 2018 as official minutes. Voice vote motion passed.
 - B. Motion Weyrauch second Nemecek to pay the Village bills in the amount of \$92,060.40 roll call vote asked for after council discussed they liked the new format, Ayes Libkie, Ramirez, Nemecek, Weyrauch, President Grzyb, No Nays, absent Klug, Lawrence.
 - C. Motion Weyrauch second Nemecek to close the regular meeting for the public hearing on the parks plan. Voice vote called for, vote passed to closed the regular meeting and go into the public hearing on parks. 7:06 pm.
 - D. Motion Weyrauch second Ramirez to reopen the regular meeting at 7:11 pm. voice vote, motion passed. Regular meeting reopened.
 - E. PRESIDENT'S REPORT Motion Ramirez second Weyrauch to accept the letter of resignation of Diann Moran as of the date noted on the letter. Voice vote asked for, No nays all ayes motion passed.

Motion Nemecek second Weyrauch to accept the note received that councilperson Lawrence will be absent now till June. Voice vote asked for no nays all ayes motion passed. Discussion of the absence of councilperson Klug. The clerk told the board that Klug would be vacationing through March some time.
 - F. The council discussed the Village five-year park plan and the public hearing held during this meeting. Motion Weyrauch second Ramirez to pass resolution 2018-3 which refers to the Village 5-year park plan January 1, 2018 through December 31, 2022. Roll call vote on the resolution 2018-3 Ayes Weyrauch, Nemecek, Ramirez, Libkie, President Grzyb, Nays None, Absent Lawrence, Klug. Resolution passed.

G. VISITORS (given 3 minutes for discussion with council)

Mr. Wm. (T) Shull asked council about zoning on his parcels of land along S. Capac Rd. and E. Mill St. and his belief that he needed to rezone the properties so he would meet the elements for a marijuana growing and manufacturing facility. Council related there is no ordinance presently yet rezoning requests are done by the planning commission. Council referred Mr. Shull to the planning commission.

No other visitors or persons wished to address council

H. CORROSPONDENCE None

II. OLD BUSINESS

A. Village Signs No action

B. Rural Rate Assessment Meeting 01-31-2018 11:00 am.

C. Annexation Resolution 2017-3 and petition sent to the County Commissioners per the Local Attorney Regards Loves boundary realignment. No new information.

D. Police Policies & Procedures Chief Fantin has the last of the policies for council's review. The Chief requested council review these and all of the policies given and approve the policies as those of the Village of Capac's Police Departments. The Chief can have these policy's put on a disc for council members review.

E. Motion Libkie support Ramirez upon the suggestion of Ken Berthiaume to hire the firm of Watkins and Ross of Grand Rapids Mi. as the firm to audit and complete the GASB 75 valuation this coming year. As in the attached E-mail from Chris Veenstra pay up to \$4,600.00 for this service. Roll call vote asked for, Ayes Libkie, Ramirez, Nemecek, Weyrauch, and President Grzyb, Nays None, Absent Lawrence, Klug. The office must contact the office to let Chris know we wish to hire their firm as this work is done at the fiscal years end.

F. MERS yearly report has been received I will have it for next meeting.

G. Marijuana ordinance being lead by planner Allen Bean. Council may wish to have the Local Attorney at the next planning commission meeting for any legal questions the board may have. Allen Bean had no issues with the local attorney being present yet thought the planning board was doing fine. The local attorney said he had no problem going to any meeting yet he would be reviewing any documents coming from the board. Council just wish the planning board to know that should they desire the local attorney at their meetings with Mr. Bean they may have any services they may need.

H. Library front has been lent out at least 3 engineering firms for bids to be opened at council. Yet do to the office being closed the companies could not drop off their proposals. The President said they would be reviewed at the next meeting.

III. COMMITTEE AND DEPARTMENT HEAD REPORTS

- A. **PERSONNEL/FINANCE COMMITTEE REPORT** Suggested that council approve the purchase of a new patrol car and new equipment and transfer of any equipment that may fit using up to 35,000.00 of salvage funds and \$5000.00 of motor pool funds for this purchase. The committee suggested that council raise the monthly MERS payment from \$6000.00 to \$10000.00 and further add a lump sum payment of \$40000.00 once this month for only this year to Mers. The committee also suggested replacement of DPW part employee, yet per Greg Smith he does not wish not wish to start till March or April. The committee wished Smith to seek a company or 1099 handyman company to do minor repairs and replacements about buildings, ceiling tiles door locks items. This is to all work through Smith that all managers can call and get a reasonable turnaround on their repairs to save Smiths time.

Motion Libkie second Nemecek that Chief Fantin purchase a new police unit including changeover of equipment and any new equipment need for up to \$40,000.00. Funding as follows \$5,000.00 from the motor pool fund and \$35,000.00 from the salvage fund for this purchase. Roll call vote called for, Ayes Weyrauch, Nemecek, Ramirez, Libkie, President Grzyb, No Nays Absent Lawrence, Klug, Motion passed.

Motion Libkie second Ramirez that as the Village MERS retirement account we pay presently in addition to it regular monthly payment, an extra \$6,000.00 on the Village of Capac's unpaid balance of our bill. The Village wishes to raise the payment on the unpaid balance from March on to \$10,000.00 on the unpaid MERS balance. Roll call vote asked for, Ayes Libkie, Ramirez, Nemecek, Weyrauch, President Grzyb, No Nays, Absent Lawrence and Klug, Motion Passed.

Motion Ramirez second Libkie that the Village pay \$40,000.00 lump sum to MERS on our unpaid balance, roll call vote asked for, Ayes Ramirez, Libkie, Nemecek, Weyrauch, President Grzyb, Nays None, Absent Klug, Lawrence. Motion Passed

Motion Weyrauch second Nemecek that DPW Supt. hire a 1099 company to do the minor repairs in the library and Village buildings. The person or company will not be a Village Employee and some of the work done in the Library will be paid by the friends of the Library. All work to be approved by the Smith first. Roll call vote asked for, Ayes Weyrauch, Ramirez, Nemecek, Libkie, President Grzyb, Nays None, Absent Klug and Lawrence. Motion Passed.

- B. **POLICE COMMITTEE REPORT** review of policies, President gave chief Fantin permission to seek a new patrol car. Council should also act on this matter if they have not. The Chief advised council already acted on her issues.

- C. **D.P.W. COMMITTEE REPORT** Joe Nemecek to discuss the committee meeting with council. The committee received from DPW Supt. from Dixon Engineering an estimate for interior video and repairs in the water tower of up to \$25,000.00. The committee suggest this be done with the direction of DPW SPT. Smith, funding from water reserve.

Motion Nemecek Second Weyrauch to have the DPW Supt. Smith have Dixon Engineering do the necessary work as related in their estimate of work on the Village of Capac's water tower interior for up to \$25,000.00. Roll call Vote asked for Ayes Nemecek, Weyrauch, Ramirez, Libkie, Grzyb, Nays None, Absent Klug and Lawrence.

The DPW Supt. Smith also suggested we repair the lagoons drain pump at a cost of \$13,701.90 estimated by Jet pumps. We dump the lagoons in the spring and fall if approved by DEQ so it is needed to have on hand. The repairs could come from the sewer carry forward or reserve fund.

Motion Nemecek Second Weyrauch to pay Jet Pumps up to \$14,000.00 for the repairs of the lagoons slush pump. Roll call vote asked for Ayes Weyrauch, Nemecek, Ramirez, Libkie, President Grzyb, Nays None, Absent Klug and Lawrence, Motion Passed.

Nemecek discussed with council that the committee was working on a plan to repair and pave streets with the Major, Local and Mileage funds available to us over the next 4 years. This should include sidewalks from the 2 Mill street, Major, Local street funds. We also need to borrow against the mileage fund as we have in the past to get as much paving as cheap as we can. We need to have the President borrow this winter/early spring and then again, every two years \$120,000.00 against the 2 mills over the life of the mileage

Motion Nemecek second Libkie directing President Grzyb to seek a low interest loan from Lakestone Bank for \$120,000.00 without service charges or fees as in the past to be paid once yearly in the amount of \$60,000.00 to be paid back yearly plus interest before December 31 of each year till the loan is paid in full. This loan shall be sought in the First year of the mileage and the third year in \$120,000.00 increments.

- D. **LIBRARY COMMITTEE REPORT** Bids are not at this council meeting for the library face as the office was closed Monday.
- E. **PARK & RECREATION REPORT** public hearing was held at 7:00 pm. to hear any information from the public on the 5-year plan. See resolution 2018-3 passing the park plan.
- F. **CLERK REPORT** None
- G. **TREASURER REPORT** In packet

H. ZONING ADMINISTRATOR'S REPORT/ CCA REPORT

I. DDA REPORT

J. ZBA REPORT Free meeting date for calendar Neil Hargrave to establish.

K. PLANNING COMMISSION REPORT The date was changed at request of Planning Chair Sandy Cox to Feb.14, 2018 at 7:00 pm. Public postings have been made. Copies included in council packets

L. POLICE REPORT See attached police report. Chief related the department will be needing a new officer soon. The President gave his permission to start her search for new help when she desires.

M. D.P.W. REPORT Our street map should be coming soon and the appointment of the street administrator.

IV. NEW BUSINESS Weyrauch discussed the need to fill planning commission seat, several members of council were going to seek persons for any open seats. The seats have been advertised in the local newspaper in the past, no results

V. COUNCIL BUSINESS

Ramirez advised the President that she will not be present for the next meeting February 5, 2018, Libkie related that he presently would not either.

Motion Libkie second Ramirez that of the carry forward funds of \$154,448.00 from the past year, governmental and business funds. \$78,242.00 is to be moved to the Rainy-Day fund. Any balance left in the general fund balance brought forward shall then be moved to the Misc. contingency fund of the general fund. \$40,000.00 should be split from all carry forward funds to pay the lump sum of the MERS payment. Roll call vote asked for, Ayes Weyrauch, Nemecek, Ramirez, Libkie, President Grzyb, Nays None, Absent Klug and Lawrence, Motion passed.

Motion Nemecek second Ramirez to adjourn the meeting at 8:12 pm. Ayes All Nays None, Absent Klug and Lawrence.

Presented tempt clerk,

Paul C. Libkie

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OPPORTUNITY PROVIDER & EMPLOYER"**