

**Village of Shepherd
Minutes of Meeting
November 5, 2018**

Regular meeting of Shepherd Village Council held on Monday, November 5, 2018. Meeting was called to order at 7:00 pm by Village President Michael DeGraw at the Village Office.

Pledge of Allegiance

Roll Call: Koutz Jr., Maloney, Myers, Reynolds, Roth, Yates, DeGraw
Absent: None
Present: DPW – Steve Davidson Police – Chief Sawyer

Motion by Roth, second by Koutz Jr. to approve minutes of meeting held on October 15, 2018. Carried by roll call vote 7-0.

Public Comment: Kay Steinkamp, 129 N Chippewa, moved to town 2 ½ years ago and has had issues with the neighbor over fencing and wants to know how to handle the situation. She pays taxes on her property and does not want the neighbor's fence on her property. She stated she had submitted letters to the village and nothing. Clerk Gross and Chief Sawyer have both told her it is a civil issue. Property owner was also in violation of a fence/sign herself by the Village, but it was a different issue concerning material she placed on her own property that was in violation of the zoning ordinance. Council stated her concerns with the neighbor's fence is a civil issue.

Committee meetings:

Capital Projects: discussion regarding carports and if they should be a full-term permit or partial and only allowed 6 months out of the year via a less permit fee but would have to apply every year. Also discussed having a limit on how many carports allowed, size and hard or soft shell. More discussion by committee to be had to bring back to Council.

Fire: President DeGraw stated that the budget increased \$1200

Personnel: Trustee Maloney informed Council that the job descriptions are out to each department for review

Zoning: 411 N Third, fence approved; 525 W Wright, new business approved; 436 N Fourth, fence approved; 315 N Third, new deck and covered porch approved; 129 North Drive, handicap ramp approved; 214 W Wright, carport shelter approved.

Violation letters sent: 102 Tara Court – carport; 127 W Wright – carports; 403 N Fourth – fence; 210 ½ - carport; 240 Michael – front porch; 352 E Wright - shed

Old Business:

Purchase Req's: None

Sales permit fees/change to permit: discussion on fees for door to door sales concluded with charging \$100 which would also include ice cream trucks in the village. Also included is the additional \$10.00 fee for a required background check. Motion by Koutz Jr., second by Yates to approve a fee of \$100 for door to door soliciting sales and for ice cream trucks in the village along with a \$10 fee for a required back ground check. Carried by roll call vote 7-0.

Co-op student/website: Trustee Reynolds is searching for a student through the RESD and would like opinions on either paying or allowing the student school credit. Trustee Maloney stated that she knows they cannot receive both through the CTE program. Council agreed to see if there is a student that is looking for credit first and go from there. As of now, there has been no interest from CMU.

New Business:

210 S First Rezone request: Planning Commission held a public hearing to rezone 210 S First Street from C2 to Industrial and they recommend to Council to allow for the purpose of a cabinet making business. Motion by Roth, second by Koutz Jr. to allow the rezoning of 210 S First Street from C2 to Industrial. Carried by roll call vote 7-0.

Mid-Michigan Pathways: Steve Davidson requested use of Wright Avenue for their 3rd annual Ales for Trails Event on April 26 and 27, 2019. Set up time would be Friday, April 26th at 6:00 am through Sunday, April 28th early morning tear down before the Festival parade. Hours each night would be until midnight. Tent would be placed in same location as previous year for the event. Motion by Roth, second by Reynolds to approve the Mid-Michigan Pathways 3rd Annual Ales for Trails hospitality tent from 6:00 am Friday, April 26, 2019 through early morning Sunday, April 28th with the closing time each night at midnight on Friday and Saturday. Carried by roll call vote 7-0.

Procedures for next Council Meeting: Clerk Gross stated that current council members must still be in attendance at the next council meeting on November 19th to finalize all old business and to approve bills. Any new council members and incumbents will be sworn in at the end of this meeting.

Fire Dept addendum: President DeGraw presented an addendum to the contract the Village has with Shepherd Tri Township Fire Department. The addendum indicates the commitment of \$25,000 from each supporting entity to the fire department for equipment. Motion by Yates, second by Maloney to approve the addendum to the STTFD and Village contract to add the commitment of \$25,000 annually to the fire department for equipment. Carried by roll call vote 6-1, Roth, no.

DPW – Supt. Davidson stated they are busy with leaves; hydrant flush tomorrow; front end loader had injector issues; prepping for winter maintenance; still trying to finalize the sidewalks based on weather.

PD – Chief Sawyer read an email that was just released to all council members regarding an arrest that was made.

Motion by Yates, second by Roth to approve payment of bills in the total amount of \$41,616.80. Carried by roll call vote 7-0.

Motion approved to adjourn at 7:44. Carried 7-0.

Submitted by:
Gina L Gross
Village Clerk