

**Village of Shepherd  
Minutes of Meeting  
December 3, 2018**

Regular meeting of Shepherd Village Council held on Monday, December 3, 2018. Meeting was called to order at 7:00 pm by Village President Michael DeGraw at the Village Office.

**Pledge of Allegiance**

Roll Call: Coughlin, Davidson, Maloney, Myers, Reynolds, Roth, DeGraw

Absent: None

Present: DPW – Steve Davidson      Police – Chief Sawyer

Motion by Roth, second by Reynolds to approve minutes of meeting held on November 19, 2018. Carried by roll call vote 7-0.

**Public Comment:** None

**Committee meetings:**

**Fire:** insurance was reviewed with Jason Orton/David Chapman Agency after going out for bids; SCBA's to be paid off in January; bids for auditors came in – selecting Smith & K out of Saginaw; approved budget for the 2018/19 year; there will be a pizza wrapping parting on 12/13/18 at the department; RTD: 36, fiscal year ending 2018 – 532; 2017 – 560 and 2016 – 543.

**Zoning:** 352 W Wright was approved for a shed and planter shelving; certified letters were issued to 3 properties with a deadline of 12/13/18; 1 property has already removed their canopy/carport. 102 Tara Court has a canopy/carport in the rear yard and 240 Michael has constructed a new porch. Neither of these properties have filed permits. 210 S First Street is still pending on industrial and apartment violations. Attorney Bill Shirley will review this issue and report back.

**Old Business:**

Purchase Req's: None

Committee Assignments: President DeGraw presented assignments. Pro Tem will be L. Reynolds; Festival committee chair will be K. Roth along with alternating council members attending when they can, no more than 3 at a time. Capital Projects chair – L. Reynolds; Finance – V. Maloney; Fire Board – M. DeGraw; Personnel – L. Coughlin; Police – M. Davidson; DPW – M. Myers; Planning Commission – L. Coughlin and Zoning Board of Appeals – M. Davidson. Motion to accept committee assignments as presented by Reynolds, second by Myers. Motion carried 7-0.

**New Business:**

Set 2019 Council meeting dates: Dates for the 1<sup>st</sup> and 3<sup>rd</sup> Mondays throughout the year of 2019 was presented for meetings dates of the Village Council. Roth suggested a change for Labor Day to move to Tuesday, September 3<sup>rd</sup>. Motion by Roth, second by Reynolds to approve Council meeting dates for 2019. Carried by roll call vote 7-0.

Tablets: Discussion regarding use of the old tablets. Service was disconnected, only using Wi-Fi about a year ago. Council agreed to no longer use the tablets and have them turned into the office. Chief Sawyer will ask Corey Grim, school IT Dept., about cleaning them of any information and if there would be any reason the school could possibly use them.

Trustee Reynolds stated that the google drive has the committee sheets available to record meeting times and attendance.

DPW – Supt. Davidson stated leaf pick up is still happening; working on equipment; preparing wish list for budget; discharge of pond 3 and work completed, DEQ was very happy with the work that was done. Would like council to review the sidewalk use as there are several people that are parking on the sidewalks, driving over village sidewalks to park in yards and these sidewalks are not built for that type of use.

Police – Chief Sawyer stated they received a 2% grant for trauma kits that will be distributed in 540 classes in Isabella County; will attend shop with a cop on Tuesday and shop with a hero next week.

Fire Department also received a 2% grant for jaws and misc. equipment.

Clerk Gross stated that the Village did receive the check and that the school trauma kits will be paid through the Village of Shepherd, however a check will be sent to the STTFD, Shepherd Tri Township Fire Department, for their grant.

Clerk Gross discussed the renewal of the Consumer Energy Gas franchise agreement that will be up in June 2019 and needs to be renewed for another 30 years. Supt. Davidson asked that there is consideration of approval by Council for any tree take downs and there needs to be a street opening permit requirement. Clerk Gross will contact Consumers to place in the agreement to have ready for the public hearing.

Motion by Roth, second by Maloney to set the public hearing to renew the Consumers Energy gas franchise agreement for Monday, January 21, 2019 at the regularly scheduled council meeting that starts at 7:00 pm. Carried by roll call vote 7-0.

The Shepherd Chamber Holly Jolly Christmas Parade was fantastic! Thank you to Diane Courter for a wonderful event.

Motion by Roth, second by Myers to approve payment of bills in the total amount of \$14,183.22. Carried by roll call vote 7-0.

Motion approved to adjourn at 7:37. Carried 7-0.

Submitted by:  
Gina L Gross  
Village Clerk