

**Village of Shepherd  
Minutes of Meeting  
February 17, 2020**

Regular meeting of Shepherd Village Council held on Monday, February 17, 2020. Meeting was called to order at 7:00 pm by Village President Mike DeGraw at the Village Office.

Pledge of Allegiance

Roll Call: Coughlin, M. Davidson, Myers, Reynolds, Roth, DeGraw  
Absent: Maloney  
Present: DPW – Steve Davidson      Police – Chief Sawyer  
            Treasurer – Wilmot

Motion by Roth, second by Reynolds to approve minutes of meeting held on February 3, 2020. Carried by roll call vote 6-0.

Motion by Coughlin, second by Reynolds to approve the Treasurer and Investment Report for January 2020. Carried by roll call vote 6-0.

**Public Comment:**

Ed Hohlbein, 130 W Boulevard, asked about the upgrades that Consumers Energy is doing in town if it is part of the Wright Avenue Project. Also asked about the spray park and does that interfere with the Veterans Park area and were Veterans contacted.

Reply: Consumers is doing standard upgrades and the VFW did discuss the spray park and there is no concern of it interfering with the Veterans flagpole area as designated.

Merlene Koutz Jr, 280 E Orchard, with Consumers doing their upgrades, when will the old poles be removed? Reply: The old poles will be removed once all cables are removed and the order is already in place.

**Committee meetings:**

**DPW:** new batteries for equipment; DEQ redoing DMR reporting and need to do chlorine and phosphate every morning; sludge removal at lagoons; March 1<sup>st</sup> can discharge/samples; snow plowing is at a minimum; Wright Ave project been meeting with neighbors and parking areas have been resolved by having no lines; would like to budget local street rehab; reliability study; sewer lines look good down by school; trash and debris complaint on Wright Avenue after event between 2<sup>nd</sup> and 3<sup>rd</sup> Streets

**ZONING:** Contract renewal has been signed by the Zoning Administrator

**Old Business:**

Purchase Req's: 1 purchase requisition from the Police Department for new tablets from Amazon for a total cost of \$4258. Motion by Roth, second by Reynolds to approve the purchase of 2 tablets for the police department from Amazon for \$4258. Carried by roll call vote 6-0.

Festival property/bridge – Trustee Roth reported that the Festival Committee is good with the property swap, however they would like to share the ownership of the bridge and have joint authority with a separate committee formed and both carrying insurance. All costs would be

shared for the bridge as well. Discussion regarding the complexity of both owning the bridge and both having insurance. Table until next meeting.

Mid-Michigan Pathways – Steve Davidson clarified with business owners on Wright Avenue near the area where the request for a hospitality would be during festival weekend with good feedback. Wright Avenue would be closed from 6:00 am Friday, April 24<sup>th</sup> through Sunday, April 26<sup>th</sup> after the parade. Motion by Roth, second by Reynolds to allow Mid-Michigan Pathways to host their event on Wright Avenue with the street closing at 6:00 am Friday, April 24<sup>th</sup> through Sunday, April 26<sup>th</sup> after the parade, between First Street and Second Street. Carried by roll call vote 6-0.

Asset Management Resolution – on hold pending resolution form

Water rate study letter is ready after Council review. Motion by Reynolds, second by M. Davidson to mail out the notice to all utility accounts to notify of the upcoming town meeting to discuss future utility increases and upgrades. Carried by roll call vote 6-0.

**New Business:**

Copier Lease – current 5-year lease with Xerox expires in March; new pricing to upgrade large copier and new copier in the police department would \$26 additional dollars per month. The new large copier in the office would include a folder with stapler and the color copies would be available on the printer in the police department if needed still with a fee. Currently we pay 250.04 per month and the new rate will be 275.10. Motion by Coughlin, second by Reynolds to approve the new lease with Xerox for a main copier in the office and additional copier in the police department at \$275.10 per month. Carried by roll call vote 6-0.

Festival Request for street closures/park use – request for street closures for the car show and parade, use of the village parks and tractor pad. Motion by Roth, second by Myers to approve street closures for festival weekend, use of the park and tractor pad providing insurance. Also Village will invoice up to \$1500 for additional coverage provided by the Village Police Department and Department of Public Works during festival weekend. Carried 6-0.

Resolution for spray park/Bluejay Bird Bath – committee presented a resolution to approve checking account with the Village of Shepherd to control funding for the spray park that will be handed over to the village once completed. Motion by Roth, second by M. Davidson to approve the resolution for the Village to open a checking account for the spray park. Carried by roll call vote 6-0.

Consumers lighting upgrade resolution – standard upgrades of new poles in the Village. Motion by Roth, second by Reynolds to approve resolution 548GUL. Carried by roll call 6-0. Motion by Roth, second by Coughlin to approve resolution 548GUXL. Carried by roll call 6-0.

Sidewalk café request – Kent Roth, Shepherd Bar owner presented request for the sidewalk café in front of his business from April – October. He has contacted neighboring businesses who do not have any problems with the sidewalk café. Motion by Reynolds, second by Myers to approve the sidewalk café in front of the Shepherd Bar & Maple Room. Carried 6-0.

Wright Avenue street debris complaints – There has been complaints of trash, opened half full liquor bottles, broken glass, etc. after events. Chief Sawyer will discuss this issue with the business owner.

Motion by Myers, second by Coughlin to approve payment of bills in the total amount of \$290,718.37. Carried by roll call vote 6-0.

Clerk Gross notified Council that there will need to be a meeting set to review the updated ordinance books that still need to have a few changes completed.

Motion approved to adjourn at 8:28. Carried 6-0.

Submitted by  
Gina L Gross  
Village Clerk