

**Village of Shepherd
Minutes of Meeting
August 15, 2022**

Regular meeting of the Shepherd Village Council held on Monday, August 15, 2022. Meeting was called to order at 7:00 pm by President DeGraw.

Pledge of Allegiance

Roll Call: Coughlin, M. Davidson, Maloney, Reynolds, Roth, DeGraw

Absent: Myers

Present: DPW – Davidson Police – Chief Sawyer
 Attorney – Bill Shirley Treasurer - Wilmot

Motion by Reynolds, second by Coughlin to approve minutes of meeting held on August 1, 2022. Carried by roll call vote 6-0.

Motion by Coughlin, second by M. Davidson to approve the treasurer and investment report for July 2022 as presented. Carried by roll call vote 6-0.

Public Comment: None

Committee Reports:(Capital, DPW, Festival, Finance, Fire, Personnel, Police, Planning Commission; ZBA and Zoning)

DPW: email was sent of a quote for cameras to be placed at the lift station, water tower, park and Depot; 5 interviews were scheduled for the DPW seasonal position with only 1 showing, received a call same day for a previous seasonal, Steve VanHooser, that would like to come back if needed. Committee would like to recommend hiring him back as he has all the experience and already set up in our payroll system.

Motion by Roth, second by Reynolds to hire Steve VanHooser, \$15 per hour, for the seasonal position. Carried by roll call vote 6-0.

The lift station pumps are down and DPW Supt. Davidson will have costs available soon. Request for bid documents on the DPW building were presented. Council will review and notify of any suggested changes before publishing.

Planning Commission: Trustee Coughlin discussed the language for accessory buildings on corner lots, regarding the storage building that was approved by Village Council on June 20, 2022 for 310 N. Chippewa. Stating that this is an issue the Village needs to work out and that this is not on the resident, Coughlin feels the language needs to be justified on our end. Trustee Maloney discussed with Trustee Coughlin and Council about an email that was issued by the resident to 3 of the Council members over harassment and apparent wrongdoing. Trustee M. Davidson also made statements regarding the same letter that was addressed to only a few board members. Clerk Gross intervened to try and explain the steps and procedures,

while apologizing to the resident that was attending this particular meeting, of what actually happened; also indicating that the County was doing their "drive by", as well as possible Planning Commission or Zoning Board of Appeals members as they should and there was no harassment of any sort.

President DeGraw stopped the conversations being had to clarify that the Village Council did in fact approve the storage building and asked Attorney Bill Shirley his opinion in the matter. Mr. Shirley indicated that as long as all document is made that the Council did approve the storage building and to make sure all is filed with the permit that was signed by the Village President. No variance was granted, just approval to continue with the construction of the storage building. Clerk Gross will make sure all documents from 2003 and current along with tonight's minutes, will be filed with the permit. Planning Commission will still need to review the language and Zoning Administrator, Tim Nieporte, will be contacted as well.

Old Business:

Purchase Requisitions: One was presented from the Police Department for body cameras with \$5000 being covered from the Michigan Township Participating Plan.

Motion by Reynolds, second by Maloney to approve \$10,198.00 with Axon to purchase 2 police body cameras, with \$5000 being provided through the Michigan Township Participating Plan. Carried by roll call vote 6-0.

Ordinance language/corner lots and accessory buildings: leave as is or discuss rear yard through Planning Commission and Zoning Administrator.

Trustee Maloney asked about "pop-up" food/veggie market stands. Discussion was a stand has been opening on Fridays on private property that is not the owners of the market and if it is allowed by Village Ordinance. Clerk Gross will contact the Zoning Administrator for information.

New Business:

Ice Cream Truck Permit request: there has been a request to operate an ice cream truck in the Village. As per the ordinance, ice cream trucks operate under the peddler's ordinance and the fee is \$100 for 30 days with a background check. The applicant asked about the fee being waived for an honorable discharge from the Army. Village Attorney will review.

Street Administrator: Every year the Village Street Administrator must be assigned. Motion by Reynolds, second by Coughlin to assign the DPW Superintendent as the Village of Shepherd Street Administrator. Carried by roll call vote 6-0.

Trustee Roth stated that the MyTown Computers has moved, and the building has been sold with a new hair salon coming soon.

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305 E. Wright Avenue has not sold his property, therefore, the sign that needs to be removed is still his responsibility. Attorney Bill Shirley will send a final notice from his office.

Council asked that a letter be sent to the property owner of 232 W Wright Avenue regarding the sign for the farmers market that is no longer in business. Any business that closes must remove the business sign within 30 days per the Village Ordinance. Clerk Gross will send a letter to the property owner.

DPW Supt. Davidson discussed the sidewalk program: Orchard Street and Cottage Ave are being looked at for areas of sidewalk repairs; new sidewalks at the Veterans Memorial Park, new sidewalks at the bridge over Salt River; working on parking area in front of the post office and will soon be repairing the raised streetlights on Wright Avenue.

SAMS # is almost complete! Just waiting on the CAGE code.

Police Chief Sawyer stated that we are still in need of 1 crossing guard but there is an interview scheduled with 1 person of interest.

Resident on Cottage Avenue has stated the turkey buzzards are gone!

Motion by M. Davidson, second by Coughlin to approve invoices in the amount of \$60,009.96. Carried by roll call vote 6-0.

Motion approved to adjourn at 8:22 pm. Carried 6-0.

Respectfully submitted by:
Gina L Gross
Village Clerk