

**Village of Shepherd  
Minutes of Meeting  
October 18, 2021**

Regular meeting of the Shepherd Village Council held on Monday, October 18, 2021. Meeting was called to order at 7:00 pm by President DeGraw.

**Pledge of Allegiance**

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

Motion by Reynolds, second by Maloney to approve minutes of meeting held on October 4, 2021. Carried by roll call vote 4-0.

Coughlin arrived

Motion by Roth, second by Reynolds to approve the treasurer and investment report for September 2021 as presented. Carried by roll call vote 5-0.

**Public Comment:** None

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

DPW: sidewalks  $\frac{3}{4}$  completed; report presented on <sup>Lift Station</sup> well research at McDonalds/Antiques Building with a cost of \$66,000 to take over; information on bridge was presented; water main project on North side information; completed 1<sup>st</sup> discharge; leaf pick up started; will be doing 1 more brush pick up

Festival: committee wants to get rid of old playground equipment that is on the festival property north of town; need to fill driveway at salt river park; discussed dumpster at soccer field; will have new guy at car show; will be having a new logo contest

Fire: President DeGraw talked about the generous donation to the dive team of an underground sonar camera from the Kenny family who lost their son in a drowning.

Personnel: committee working on covid guidelines and reminded department heads that evaluations are due.

Planning Commission: Coughlin reported that there was an amendment to the site plan for the Silver Spoon Coffee House at 175 E Wright Avenue that was approved for a shed in the rear yard; discussion on the R&R Venue parking lot, landscaping and fence that still needs to be completed; 231 W Wright Avenue, "A Working Man's Art" presented a preliminary site plan to

hopefully, open next spring but will provide final documents when he returns from his abroad work study in a few months; David Sprague is resigning from the Planning Commission and will present his resignation soon.

Zoning: 309 N Second was approved for a shed

**Old Business:**

Purchase Requisitions: None

R&R Venue status: there has been conversation via email with the property owner on the status of the work yet to be done. Weather has been an issue to complete the parking lot work, but it has been scheduled and will continue once weather allows per the email; and they will finish the other projects once the parking lot is done.

Truck/DPW: DeGraw discussed having a 3<sup>rd</sup> DPW truck. DPW Committee reported: cost of insurance is \$440/year, plus oil changes; use for going to additional classes, delivering water samples, etc.; used for street closures for special events and parades; use when doing meter readings. It was decided that the DPW will keep track of usage over the next few months and the Council will review again the first of the year.

**New Business:**

Contract vacation language: Council discussed the language in the union contract regarding earning of vacation time and payout and if it was accrued. It was determined based on the language that employees start accruing their vacation at their anniversary date and if an employee leaves before their next anniversary date, they are given the pro-rated vacation days earned.

President DeGraw and Trustee Coughlin met with Gary Bartow of Flies and Vandenbrink regarding the financials of the proposed water project and water/sewer rate increases. Mr. Bartow was asked to attend a meeting with the Council for a workshop to discuss loans, grants, etc. for the project. Motion by Maloney, second by Coughlin to set a workshop with the engineering firm to discuss the proposed water/sewer project for Monday, October 25, 2021, at 6:30 pm at the Village Office. Carried by roll call vote 5-0.

DeGraw, Reynolds and Gross met with Shannon of General Insurance Agency regarding the health insurance renewal for December 1, 2021. More information is being provided from General Agency and the committee will report back to Council to see about making any changes from the current plan.

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Motion by Coughlin, second by Maloney to approve invoices in the amount of \$24,563.17.  
Carried by roll call vote 5-0.

Chief Sawyer reported that one of the cars was damaged in a pursuit. Was the rear door of Jay's unit, suspect was apprehended and taken to jail. Cost may be around \$940 to replace the door with Powell Frame and Collision; event form is being used on a few events that have happened and upcoming and have been able to tweak it a bit; bomb threat at Mt Pleasant schools – no threat to Shepherd; shooting in Alma at the Police Department.

Motion approved to adjourn at 8:12 pm. Carried 5-0.

Respectfully submitted by:  
Gina L Gross  
Village Clerk