

**Village of Shepherd
Minutes of Meeting
November 15, 2021**

Regular meeting of the Shepherd Village Council held on Monday, November 15, 2021. Meeting was called to order at 7:00 pm by President DeGraw.

Pledge of Allegiance

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

Motion by Coughlin, second by Reynolds to approve minutes of meeting held on November 1, 2021. Carried by roll call vote 4-0.

Motion by Reynolds, second by M. Davidson to approve the treasurer and investment report for October 2021 as presented. Carried by roll call vote 4-0.

Public Comment: None

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

Fire: budget; software update increased budget by approximately \$3000 per year; firefighter contract review on wages, bonus, etc.

Personnel: waiting on 1 final evaluation

Planning Commission: Coughlin presented minutes from last meeting; discussed R & R Venue on their final completion. Coe Township allowed until June 2022 to complete paving on the west end of property. Village still requires landscaping, fencing, storage units updated and paving. Continued contact regarding plans for the remaining completion.

Office was contacted regarding sales of artwork on the mortgage company at 302 W. Wright, Clerk will contact Zoning Administrator.

Stone Lodge was discussed per their addition that has been permitted almost a year ago and would like to know the status as the property will need to reapply or extend the current permit if still needed.

Zoning: 405 N Third still has a ramp located in the front yard that was never approved but contact has been made. Attorney William Shirley will address the property owner with a letter from his office.

Old Business:

Purchase Requisitions: None

Employee payout/Krafft: accrued vacation hours are 104. Motion by Reynolds, second by M. Davidson to payout 104 accrued vacation hours to Mrs. Thomas Krafft, after the passing of Tom on 11.3.21. Carried by roll call vote 4-0.

Chamber Christmas Parade: December 2, 2021, at 5:45 is the Holly Jolly Christmas Parade from the school bus lot, north on Chippewa, west on Wright Avenue to First Street. Motion by Reynolds, second by M. Davidson to allow the Christmas parade on December 2, 2021, at 5:45 pm down Wright Avenue from Chippewa Street to First Street. Carried 4-0.

Blue Cross Blue Shield insurance renewal is December 1, 2021, with an approximate 4% increase. Motion by Coughlin, second by Reynolds to remain with the same insurance plan with Blue Cross Blue Shield of Michigan with an approximate 4% increase renewing December 1, 2021. Carried by roll call vote 4-0.

Pro Tem Reynolds asked the status of any conversation with the Sugar Bush regarding the bridge at Salt River. DPW Supt. Davidson replied nothing yet and still waiting on EGLE.

New Business:

Village credit card: with having issues occasionally when all departments are using credit cards, it puts holds on purchases; with this said if there was an increase to \$7500 for a total for all 3 departments, it could help solve the issue. More discussion and research.

Trustee Coughlin asked about rate study and letter to residents. Next work study will be on Monday, November 29, 2021, at 6:15 pm.

DPW: finishing up leaves and preparing for the winter season

Chief: Toys for tots until December 14th; parade/event form is still being tweaked with DPW; mental health training for officers in January

Clerk asked about holiday schedule for Christmas and New Year's
Motion by M. Davidson, second by Reynolds for the following holiday closings: December 23rd and 24th for Christmas; December 30th and 31st for the New Year. Carried 4-0.

Motion by Reynolds, second by M. Davidson to move the January 3rd Council meeting to Tuesday, January 4th. Carried 4-0.

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Motion by M. Davidson, second by Reynolds, to move to closed session at 8:02 pm to discuss employee issue by request. Carried by roll call vote 4-0.

Motion by M. Davidson, second by Reynolds, to resume open session at 8:16 pm. Carried by roll call vote 4-0.

Motion by M. Davidson, second by Coughlin to approve invoices in the amount of \$58,750.12. Carried by roll call vote 4-0.

Motion approved to adjourn at 8:12 pm. Carried 4-0.

Respectfully submitted by:
Gina L Gross
Village Clerk