

**VILLAGE OF SCHOOLCRAFT
COUNCIL PROCEEDINGS
January 3, 2023**

The Regular Meeting of the Village Council held at 442 N. Grand Street, was called to order by President Gunnett at 7:00 p.m.

The Prayer and Pledge of Allegiance were led by President Gunnett.

ROLL CALL:

Present: President Gunnett, Trustees Mastenbrook, Rochholz, Bergland, Carlin, Barnes and Beck.
Absent: None.
Also Present: Village Manager Cheri Lutz, Village Clerk Theresa O'Leary, Linda Barnes, Tom Gill, Rob Peterson and Sergeant Jamie Edwards (7:14)

APPROVAL OF AGENDA:

Motion by Rochholz, seconded by Bergland, to approve the agenda as presented. All aye.

APPROVAL OF CONSENT AGENDA:

Motion by Bergland, seconded by Mastenbrook to approve the Consent Agenda as presented. All aye.

CITIZEN'S ON NON-AGENDA ITEMS:

None.

PUBLIC HEARINGS:

None.

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

The memorandum from Village Manager Cheri Lutz regarding 2023 Hazardous Household Waste Program was discussed.

Motion by Rochholz, seconded by Barnes to approve the amount of \$1,400 for the annual contract for the Hazardous Household Waste Program. All aye.

TABULATION OF BIDS:

None.

COMMUNICATIONS:

None.

STATEMENTS FROM CITIZENS AND MUNICIPAL OFFICIALS

Village Manager Cheri Lutz made the following statements:

- She acknowledged DPW Superintendent Rob Coffman for the hard work and long hours he put in during the snow storm Christmas weekend. She stated Gordon Shaw was a tremendous help during the storm. She also recognized the Schoolcraft Police Department for their effort and work, along with their regular duties, during the storm.

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- She stated she is working on a strategic plan for the goals set by the Council. The plan will be presented at the January 16, 2023 meeting.
- She stated she has not received any applications for the Finance Director position. She has contacted employment agencies and has a meeting with one of them. She will present options for filling the position and the two DPW positions at the next Council Meeting.
- She stated that perhaps current committee's memberships could be changed, giving other Council members an insight to each committee's responsibilities.
- She informed the Council of the following meetings:
 - January 4 5:00p.m. Zoning Board of Appeals. Variance request from Clark Logic.
 - January 5 11:30 a.m. Wellhead Protection.
 - January 16 6:00 p.m. Budget Meeting (Trustees Gunnett, Rochholz and Mastenbrook)
- She stated she and Bert Gale met with Mr. Needham regarding his business at 452 E. Lyon St. He was asked to clean up the property and submit a site plan. As of yet none of the site plan requirements have been met.
- She stated in February, she, Rob Coffman, and Chief Smith will meet to discuss phasing of right of way issue compliance. She will present their ideas at a future Council meeting.
- There is a vacancy on the Downtown Development Authority Board. She also stated the Board of Review needs more volunteers.
- She stated the Council did not approve the draft budget for South Kalamazoo County Fire Authority. Finance Director/Assistant Manager Tammi Youngs and Tracy Locey will meet to discuss the SKCFA budget.

Trustee Todd Carlin made the following statements:

- He stated the budget for South Kalamazoo County Fire Authority (SKCFA) was approved, 5-1.
- He stated Tracy Locey has been elected President of the SKCFA.

Village Manager Cheri Lutz expressed concern that Tracy Locey, the President of SKCFA, is also developing the budget, stating it is a conflict of interest, and their by-laws do not allow administrative work being done by the board.

Trustee Mastenbrook also stated it is a conflict of interest and it will cause concern during the audit.

Trustee Carlin was asked to review the SKCFA bylaws regarding elections or appointments.

OTHER BUSINESS:

None.

ADJOURNMENT

The meeting was adjourned at 7:27 p.m.

Keith F. Gunnett, President

Theresa O'Leary, Village Clerk