



VILLAGE OF CHESANING
REGULAR COUNCIL MEETING AGENDA
December 6, 2016

1. Call To Order: 7:30 p.m.

2. Pledge of Allegiance

3. Roll Call

4. Approval of the Agenda

5. Public Statement I: *Limited to 2 minutes*

Designated for statements concerning current agenda items

6. Consent Agenda

The purpose of the Consent Agenda is to expedite business by grouping non-controversial items together to be dealt with by one Board motion (roll-call vote) without discussion. Any person, whether Board Member, staff or public may ask that any item be removed from the Consent Agenda to be placed elsewhere on the regular agenda for discussion. All such requests will be granted.

A. Receive and File:

a. Bike MS Letter: Thank You for Supporting 2016 Program

B. Approval of the Village Council Meeting Minutes

a. Regular Meeting of November 15, 2016

C. Approval of Accounts Payable

7. Department of Public Works: Superintendent Trzil

8. Unfinished Business

a. Deer Creek Condominium Water Infrastructure

9. New Business

A. Items for Introduction/Discussion:

a. Union Court of Chesaning Site Plan

1100 W. Broad Street, Chesaning, MI 48616
989-845-3800 * Fax: 989-845-2277

B. Items for Action:

- a. Committee Assignments: President Sedlar
- b. Abandonment of Street Right of Way: Pine Street East of N. Front Street
- c. Proposed Trail Designation for Shiawassee River Bridge Application to MDOT

10. Public Statement II: *Limited to 3 minutes, on any topic*

Questions requiring short, timely answers may be posed to the Board, staying within the 3 minute limit. This shall not be interpreted as a means to initiate dialog or debate.

11. Committee Reports

- a. Infrastructure (Open, Cicalo, Larner)
- b. Finance & Administration (Hoover, Vondrasek, Navarre)
- c. DDA (Sedlar, Feltman)
- d. Chamber of Commerce Board (Feltman)
- e. Planning Commission (Hoover, Vondrasek)
- f. Airport (Navarre, Hoover)
- g. Parks & Recreation (Cicalo, Vondrasek)
- h. Fire Board (Larner, Open)
- i. Mid-Michigan Waste Authority (Cicalo, Feltman)
- j. Task Force (Sedlar, Open)

12. Administrator's Report

13. Adjournment

In accordance with Public Act 267 (Open Meetings Act) individuals with disabilities requiring special assistance that are planning to attend the meeting should contact the Office of the Village Clerk for accommodations. This request must be made two (2) business days in advance of the meeting.

The next regular meeting of the Chesaning Village Council will be held Tuesday, December 20, 2016 in the Village Hall Council Chambers at 7:30 p.m.



Great Lakes
Breakaway Ride

www.bikeMSmi.org

November 21, 2016

Showboat Park
Village of Chesaning
1100 West Broad St
Chesaning, MI 48616

Dear Village of Chesaning,

We want to take this opportunity to thank you once again for your generous support of the 2016 Bike MS: Great Lakes Bavarian Breakaway ride. With your help we hosted over 1,100 participants that raised more than \$800,000 to help create a world free of MS.

We are finalizing plans for Bike MS: Great Lakes Bavarian Breakaway ride, which is scheduled Saturday, September 23, 2017 and Sunday, September 24, 2017. It is our hope that you will continue to provide your support by participating as a rest stop host again this year.

Enclosed, please find a form that will confirm your permission for the use of your facility in connection with Bike MS: Great Lakes Bavarian Breakaway Ride 2017. This confirmation is for us to keep in our records in case there are any questions the day of the event. **Please sign and return the confirmation, at your earliest convenience in the envelope provided or you may fax it to me at 248.350.0029.**

Thank you very much for your support. Please feel free to contact me at 248-936-0348 or Laura.James@nmss.org with any questions you may have.

Sincerely,

A handwritten signature in cursive script that reads "Laura James".

Laura James
Senior Manager, Bike MS



**National
Multiple Sclerosis
Society
Michigan Chapter**

21311 Civic Center Dr.
Southfield, MI 48076
Attn: Laura James
248-936-0348

I am fully aware of the Michigan Chapter of the National Multiple Sclerosis Society's 2017 Bike MS Great Lakes Bavarian Breakaway Ride with regard to the routing that incorporates Chesaning, MI. I am also granting permission, if applicable, to use our facilities as a rest stop along the route. I am aware that Bike MS is insured for Saturday, September 23 and Sunday, September 24, 2017 at the time of the event's presence in the cities/campus/facilities.

Name
Village of Chesaning

Organization
Showboat Park

Date of Event
Sunday, September 24, 2017

Event Time
7:00 AM – 5:00 PM

Facilities to be used and special requests
Same arrangements as 2016

Please provide a contact name and phone number for the day of the event:

Contact Name	
Contact Phone Number	

Please sign and date below:

Village of Chesaning
1100 West Broad St.
Chesaning, MI 48616

Chesaning Village Council Meeting Minutes
November 15, 2016

President Sedlar called the meeting of the Chesaning Village Council to order at 7:30 p.m. on November 15, 2016, in the Village of Chesaning council chambers.

Roll Call: Present- Cicalo, Hoover, Lerner, Navarre, Sedlar, Swartzmiller, Vondrasek, Valentine, Feltman, & Ebenhoeh.

Motion by Hoover, supported by Lerner to approve the agenda. Motion carried.

Public Statement I – Statements concerning current agenda items. – None.

Consent Agenda –

Receive & file: Saginaw County November 2016 Robert Report.

Approval of the Village Council meeting minutes from November 1, 2016.

Motion by Hoover, supported by Lerner to approve the consent agenda. Motion carried.

Motion by Hoover, supported by Cicalo to approve the Accounts Payable in the amount of \$93,753.20. Motion carried.

Motion by Hoover, supported by Lerner to approve the payment to Swartzmiller Lumber Company in the amount of \$30.90. Motion carried. Swartzmiller abstained.

Police Department Report – Chief Wilburn reviewed the Chesaning Police Department report for the time period of October 17 to November 13, 2016.

Diana Milliken asked if this report would be posted on the village's website. Sedlar stated the Village is working on adding this to the website.

Unfinished Business – none.

New Business

Items for Introduction / Discussion-

Councilmember & Clerk Recognition of Service–

Sedlar presented Don Swartzmiller a plaque recognizing Swartzmiller's 28 years of service to the Community of Chesaning through his involvement as a councilmember.

Sedlar presented Denise Ebenhoeh a plaque recognizing her 20 years of service as the Chesaning Village Clerk.

Councilmember Committee Assignments – Sedlar asked all present to let him know if they would like to change their committee assignments. These changes will be made at a later date.

Items for Action -

Street / Water System Improvement Project Contractor Payment Request –

Water System Improvement Project Application #9: \$160,388.42 – Council reviewed payment request.

Motion by Hoover, supported by Navarre to approve the Contractor Payment Request for the Water System Improvement Project Application #9 in the amount of \$160,388.42. Motion carried.

Road System Improvement Project Application #8: \$32,352.07 – Council reviewed payment request.

Motion by Swartzmiller, supported by Cicalo to approve the payment request for the Road System Improvement Project Application #8 in the amount of \$32,352.07. Motion carried.

Village Property Abandonment Request – Scott Bartolec – 800 Volkmer Road – Feltman reviewed request. Bartolec was not present to answer council's questions.

Motion by Swartzmiller, supported by Vondrasek to table discussion until Bartolec can be available to discuss his request. Motion carried.

Public Statement –

Damion Frasier, 310 N. Front Street, thanked Don Swartzmiller and Denise Ebenhoeh for their service to the Village of Chesaning.

Shelly Kolleth, Indian Café Owner, asked who owns the parking spaces behind her building. She wants to be a good neighbor and would like to obtain one parking spot for her early employee. Feltman said he will investigate this and get back to her.

Committee Reports

Infrastructure – no report.

Finance & Administration – Committee met tonight. Discussion was held on Police Chief's administrative duties that are completed away from the Village office. Also discussed was the need to look at some of the Village ordinances – the Inflow & Infiltration Ordinance and the Burning Ordinance.

Feltman would like to hear from board on their expectations of where the police chief admin hours should be completed – office or at home. Council feels 50% of chief's duties are administrative in nature. Discussion was held regarding full time position and costs. This will be discussed more in the finance committee.

DDA – Meyer Electric will be changing lights on the boulevard to LEDs.

Chamber of Commerce Board Meeting – Discussion at 11/10/16 meeting covered Joint Location Concept with who owns what. Poker Room Event resulted in a profit to the chamber. Christmas Walk is November 25th and 26th. The Annual Dinner is set for January 21, 2017.

Planning Commission – no meeting.

Airport – no meeting.

Parks & Rec – Cicalo asked that the following dates in 2017 in Showboat Park be reserved: June 2-4 for the Goddess Festival; July 14 – 15 for the 5K Run; March 22 / 23 for the Sucker Tournament; and September 22 & 23 for the Halloween Camping.

Motion by Cicalo, supported by Hoover to approve the requested dates for 2017. Motion carried.

Motion by Cicalo, supported by Vondrasek to appoint Michelle Newman to the Parks & Rec Board. Motion carried.

Fire Board – Lerner reported there were 7 more fire runs. Lerner stated MMR Ambulance may be stationed at M-52 / Swan Creek Road on occasion instead of at the Chesaning location. Discussion followed regarding MMR's response time to our community. Fire Department requested a burn permit.

Motion by Lerner, supported by Vondrasek to approve the burn permit request from Fire Department for controlled burn of area behind fire department. Motion carried.

Mid-Michigan Waste Authority– Cicalo stated the last day of yard waste pick up is 11/25/16 for the year. There will be a free electronics drop off at SVRC on 11/17/16. There is an old Christmas Light drop off location set up at Ace Hardware. The next meeting is 12/12/16 at the Anderson Enrichment Center.

Feltman gave a litigation update.

Task Force – Next meeting is 11/22/16 at 7:30 a.m.

President's Report – Sedlar welcomed Keith Wenzel as Village Trustee and Tina Powell as Village Clerk.

Sedlar wished all a Happy Thanksgiving. Sedlar welcomed newly elected Saginaw County Commission Kyle Harris to tonight's meeting.

Administrators Report – Feltman submitted a written report.

Feltman stated that someone cut the locks on the pedestrian bridge bollards. Vondrasek stated that whoever vandalized these bollards should be prosecuted. Vondrasek stated our Insurance carrier said we are not covered for golf cart traffic over this bridge.

Feltman has reached out to the City of Montrose and they may be interested in participating in equipment sharing. Feltman has also reached out to the Village of St. Charles regarding this equipment sharing proposal.

Feltman received a call from Union Court stating their Site Plans for their assisted living facility on Elwyn Drive should be ready for review soon.

Ground Breaking Ceremony is scheduled for November 29 at 11:00 a.m. for Comfort Care Facility.

Motion by Hoover, supported by Navarre to adjourn the meeting. Motion carried.

President Sedlar adjourned the regular council meeting at 8:50 p.m.

Minutes respectfully submitted by Village Clerk Denise Ebenhoeh

VILLAGE OF CHESANING
VENDOR APPROVAL LIST
COUNCIL MEETING DECEMBER 6, 2016

Ref#	VENDOR NAME	DESCRIPTION	AMOUNT
20161043	ITAC	flashlight, kit upgrade (PNC credit card)	\$210.98
20161044	Alerus Financial	employer portion of Admin defined contrib.	\$439.38
20161045	Besaws Landscaping	grind stumps	\$200.00
20161046	Best Buy	council tablet covers, keyboard (PNC credit card)	\$1,149.97
20161047	BLUE CROSS BLUE SHIELD OF MICH	active employees - health insurance	\$8,255.48
20161048	BLUE CROSS BLUE SHIELD OF MICH	retirees - health insurance	\$3,018.42
20161049	BRAD HISSONG	plan review Comfort Care 1150 Brady St	\$3,117.50
20161050	CENTURYLINK	landline phones	\$851.29
20161051	CHARTER COMMUNICATIONS	internet	\$164.98
20161052	CHESANING TOWNSHIP TREASURER	Miller drain spec assessment	\$13.17
20161053	Choice Strategies	healthcare reimbursement admin fees	\$84.00
20161054	Choice Strategies	active employees healthcare reimb	\$780.67
20161055	Choice Strategies	retirees healthcare reimburse	\$300.69
20161056	Christine Hartges	airport manager annual fee FY 2016-2017	\$500.00
20161057	CONSUMERS ENERGY	utilities	\$7,761.34
20161058	CONSUMERS ENERGY	split DDA / village	\$223.79
20161059	DALTON ELEVATOR	acetylene, oxygen	\$70.00
20161060	DORNBOS SIGNS & SAFETY INC.	sign - parks vandalism	\$118.57
20161061	ED REHMANN & SONS	boots - Trzil	\$49.50
20161062	ELHORN ENGINEERING CO.	el-chlor, aquadene	\$1,703.00
20161063	ETNA SUPPLY COMPANY	meters, touch pads	\$2,200.00
20161064	Ferguson Waterworks	supplies	\$104.00
20161065	GEWIRTZ DO IT BEST HARDWARE	dehumidifier, batteries, padlock, UPS	\$325.43
20161066	GLAESER DAWES CORP.	water improvements USDA	\$39,167.94
20161067	GLAESER DAWES CORP.	roads portion	\$113,098.41
20161068	GLAESER DAWES CORP.	water system improvements	\$160,338.42
20161069	GLAESER DAWES CORP.	water system improvements	\$32,352.07
20161070	HERITAGE TIRE & SERVICE CENTER	battery	\$157.95
20161071	John Deere Credit	tractor lease	\$784.00
20161072	John Deere Credit	gator lease	\$379.57
20161073	Lansing Sanitary Supply Inc	center pull towels, can liners	\$195.33
20161074	localendar	premium calendar (PNC credit card)	\$49.95
20161075	Lynelle Latosynski	retiree spouse insurance	\$884.48
20161076	MARLENE SCHULTZ	insurance supplement	\$150.00
20161077	MERS	additional payment towards unfunded liability	\$3,901.00
20161078	MERS	retirement	\$14,424.96
20161079	MISS DIG	annual membership fees	\$550.30
20161080	NEU-RICH JEWELERS	name plaques	\$90.00
20161081	O H M	street design	\$8,955.37
20161082	ORKIN PEST CONTROL	pest control	\$61.80
20161083	OWOSSO BOLT AND BRASS CO	cables, couplings	\$416.95
20161084	PAYROLL ACCOUNT	wages, fica, suta	\$30,952.93
20161085	PRINTING SYSTEMS, INC.	W2's, 1099's	\$157.21
20161086	RB Satkowiak's City Sewer Cleaners	Front St / Park jett sewer line	\$419.25
20161087	REPUBLIC SERVICES #237	dumpsters	\$609.09
20161088	SAGINAW COUNTY TREASURER	araignments October 2016	\$35.70
20161089	STANDARD INSURANCE	life & disability insurance	\$258.40
20161090	STAPLES CREDIT PLAN	paper, time cards, ink,	\$238.42
20161091	Stephens Tile LLC	curb box, stainless steel rod,	\$354.98
20161092	Tri County Equip	equip maint	\$75.00
20161093	Tri-Lakes Petroleum	gas & diesel fuel	\$1,147.59
20161094	Troy Feltman	cell phone reimbursement	\$35.00
20161095	U.S. POSTAL SERVICES	postage and envelopes (PNC credit card)	\$1,932.55
20161096	USA BLUEBOOK	#5 well	\$407.75
20161097	VERIZON WIRELESS - CELLULAR	cell phone service	\$206.01
20161098	WASTE MANAGEMENT	special waste	\$118.84
20161099	WIX.com	website for community calendar (PNC credit card)	\$84.00
20161100	Xerox	copier lease	\$210.96
20161101	Zach Chludil	tree planted, mulched,	\$660.00
			\$445,504.34

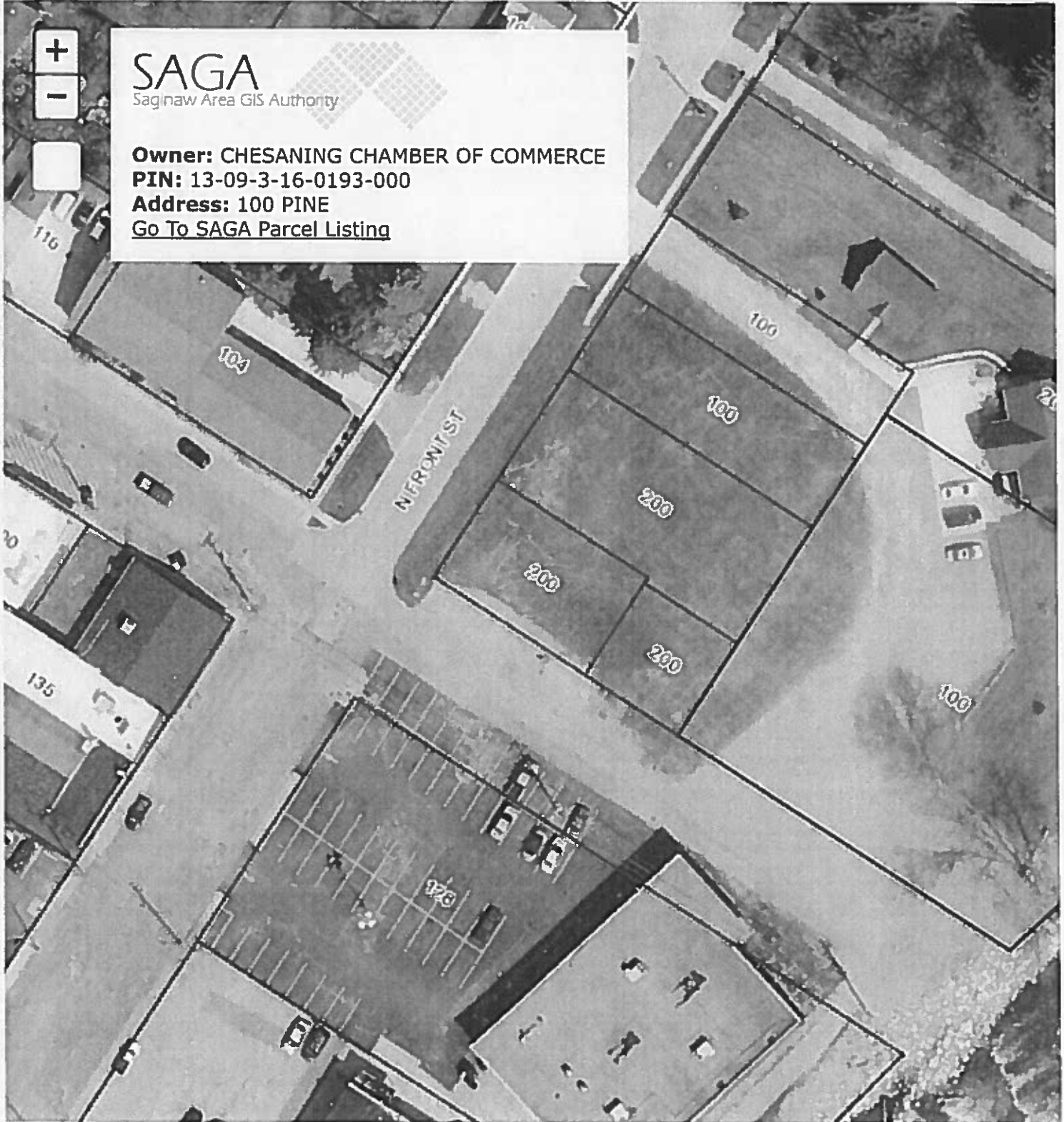
Credit card purchases are listed individually by vendor, only one check is issued to PNC.

--- TOTALS BY FUND ---

101 - General Fund	\$50,138.36
202 - Major Street Fund	\$61,461.04
203 - Local Street Fund	\$61,878.76
204 - Local Raised Streets	\$252.64
590 - Wastewater Treatment Plant	\$19,474.78
591 - Water Fund	\$246,239.52
661 - Equipment Pool	\$6,059.24
	<u>\$445,504.34</u>

--- TOTALS BY DEPT/ACTIVITY ---

000.000 -	\$31,205.57
170.000 - General Government	\$7,491.58
172.000 - Administrator	\$512.18
173.000 - Former Administrator	\$150.00
228.000 - INFORMATION TECHNOLOGY	\$133.95
265.000 - Buildings & Grounds	\$269.75
301.000 - Police Department	\$628.23
302.000 - Former Police	\$5,450.00
371.000 - Building Inspections	\$3,117.50
441.000 - Public Works	\$7,450.56
443.000 - Former DPW Employees	\$3,229.66
444.000 - Former WWTP employee	\$973.93
447.000 - TREE MAINTENANCE	\$600.00
463.000 - Routine Maint	\$122,053.78
536.000 - Wells & elevated storage tank	\$6,412.38
537.000 - wastewater treatment	\$11,379.35
538.000 - collect/distribution system	\$237,171.66
751.000 - Parks	\$716.07
800.000 - Community Building	\$61.80
820.000 - AIRPORT	\$624.00
895.000 - FLEET MAINT	\$5,872.39
	<u>\$445,504.34</u>



SAGA

Saginaw Area GIS Authority

Owner: CHESANING CHAMBER OF COMMERCE

PIN: 13-09-3-16-0193-000

Address: 100 PINE

[Go To SAGA Parcel Listing](#)



Village Administrator's Report December 6, 2016

COLLABORATIVE MARKETING COMMITTEE PROGRESS REPORT

Dates to Note:

- December 7th at 6:30 pm
Parks & Recreation
Committee
- December at 8th 8:00 am
Chamber of Commerce
- December at 13th at 7:00 pm
Planning Commission
- December at 14th 6:00 pm
Downtown Development
Authority

The School District, Chamber of Commerce Downtown Development Authority and Village have been meeting over the past several months with a goal of developing a comprehensive, community-wide marketing strategy. At this point, the team is working on creating a new community logo and tag line that can be utilized for the marketing campaign and replace the showboat logo for the Village purposes. Our intent is to have a recommendation to present to our respective boards sometime in the 1st quarter of next year.

Another task the group has undertaken is the actual design of a multi-modal marketing campaign. The idea is to create a set of data points that can be used in print, radio, television and social media platforms that uses a common theme and look. In terms of the target market for the marketing campaign, we are

strongly leaning towards young families in our urban neighbors. The committee feels that Chesaning has a quality of life that would appeal to this audience. Our message is that the community is safe. We have good schools. We have a strong local business community and wonderful natural assets. Committee members are setting up meetings with media companies to start exploring different marketing packages and the related costs. More to come on this front over the next few months.

CHAMBER OF COMMERCE/VILLAGE SHARED OFFICES PROJECT

Village staff and Chamber of Commerce representatives are meeting with the architect from OHM on December 2nd to review their drawings for the combined office facility at the current Chamber property. As a reminder, the charge for OHM was to evaluate the current facility and our conceptual plan, to address any issues that were omitted and to draft plans that would be appropriate for a public bid process. Following the meeting, I will also be seeking input from our staff on the design and layout of the facility to ensure that all effort is made to accommodate reasonable working condition related issues. We can discuss the project and any additional information at the meeting Tuesday night.

MDOT SHIAWASSEE RIVER BRIDGE UPDATE

Jack Hofweber from MDOT Bay City TSC stopped into the office last week to discuss the status of the Shiawassee River Bridge construction and how the community was dealing with the ongoing traffic disruption. As you are all aware, the publicly stated completion date is December 16th. Jack was quick to point out that this date is unrealistic and will not be met. However, he did go on to explain how the project could be completed before the end of December. Again, given what we are observing in terms of the on-the-ground status of the project...this date also seems to be suspect.

I did take this opportunity to ask Jack the status of the Village's request for keeping the 4-way stop at the Main/Broad street intersection. He stated that the State, due to regulations, would have to restore the intersection to its original

Good ideas are seldom enough to produce good public policy. Follow-through, diligence and persistence are also necessary to produce system change—often in the face of entrenched interests.
-Anonymous

configuration after the project and then the Village can request a 4-way stop be installed at the location. This seems a little bureaucratic to me...but, I didn't get the sense that he was willing to consider altering the procedure for our request. I did ask him to let me know if there is some official notification (form) that needs to be submitted to have MDOT take up the issue as soon as possible.

PROPERTY ABANDONMENT REQUEST ON VOLKMER STREET

Just a reminder that this issue was tabled at the November 15th meeting. Staff did reach out to Mr. Bartolec to let him know that the Village Council wanted to discuss the request with him in person. However, his work schedule is very limiting in terms of securing time off. He requested that the issue be put on the first agenda in February. If you have any questions...don't hesitate to contact my office.

Miscellaneous

- **Roof on Old Fire Barn:** The DPW has been trying to maintain the roof system at the Old Fire Barn over the past 18 months with quick fix type solutions. Our tenant has been experiencing some significant roof leaks in their gym area and the patches are not resolving the problem. I have directed Superintendent Trzil to have a firm come in and evaluate the roof system
- **Riverfront Grill Property Request:** The Village has been approached that owner of Riverfront Grill is interested in purchasing the property that his sand volleyball courts currently sit on. The majority of the courts are on undeveloped Village street right-of-way (Pine Street).
- **Shapley Memorial Park:** Several village officials and I attended the ceremony for the dedication of the memorial park on S. Front Street on November 26th. Mr. Shapley and the Kiwanis Club should be commended for their generosity and dedication to making our community a better place to live. The park is a wonderful addition to the central business district.