

Village Council Amended Meeting Minutes
Monday, May 13, 2024, 7:00 p.m.
250 S. Maple St. SE, Caledonia, MI

Arbor Day Observance – Proclamation read by President Lindsey - Corner of Lake & E Main @ 6:30pm;
Reconvene @ Village Office 7:00pm

Call to order by President Lindsey at 7:00pm

The Pledge of Allegiance was recited

Present: President Lindsey, Trustees Erskine, Schuler, Miller, Soest, Hahn & Niles, Attorney Stegink, Treasurer Eardley, DPW Kantner, Clerk Segard

- **Brief public comment:**

- a. Cynthia Barnwell - concerns about applicability of taxes on Village Station condo owners.
- b. Jana Salinova - also of Village Station asked how Village taxes are calculated – President Lindsey explained they were based on taxable value multiplied by the number of mills. She also asked what Village taxes pay for? Clerk Segard read a list of Village services from the Village website explaining the type of services the Village provides
- c. Jeff Kusmierz – Commented on the search for a new Village Manager and suggested posting by the Village. He also stated that he was nominating Todd Grinage to be the new Village Manager, and explained why he supports Mr. Grinage to be the new Village Manager.
- d. Keely Shay – Main St business owner, spoke on the Village Manager position and transparency. She stated there was a lack of public information on his departure. President Lindsey informed her that the only information the Village could provide was that Mr. Thornton had left to pursue other employment. Ms. Shay also asked several meetings questions, President Lindsey directed those questions to Attorney Stegink, who explained the differences between laws applicable to our Village versus other municipalities, such as townships and cities and different duties of officers of different municipalities. Erskine commented on the lack of volunteers to fill the Village Clerk positions. Ms Shay stated that separation of duties of the Village Clerk and the Village Manager was a question that she had, if she was the only one that had that concern, maybe we don't look at it. But if other people do, it might be worth looking at.
- e. Spike Baird – Caledonia Hair Company – Commented on parking concerns downtown. He also asked if there any plans to buy property or put any additional parking in? The Village Council explained that they are aware of the parking issues and would welcome issues. Council members also stated that there is no property available to buy, and they would need to purchase homes to build a new parking lot.
- f. Lori Baker – Lake St – Asked when parking is up for consideration by the Village, if a citizen had ideas to share, how would they be notified. President Lindsey stated the topic was being considered for a potential workshop, which would be publicized.

- **Approval of consent and regular agenda.**

- a. Approval of Minutes of Regular Meeting of April 15th and special meeting of April 22nd, Treasurer's report, Payment of bills. Motion by Schuler, supported by Soest. All ayes, motion passed

- **Reports from Village Council Committees**

- a. Enhancement Committee - Taste of Caledonia on Wednesday, August 7 starting at 5:30, along with Caledonia Family Tavern's Car Show. Invited public to attend next meeting Wednesday, May 22 @ 6:30 p.m. at the Village Hall.

- **Reports from Council, Staff and Consultants**

- a. Engineers – Peter Tierney of Fleis & VandenBrink – Parks & Recreation Plan, waiting for Township comments, Category B Streets have been approved – Duncan Lake, Maple, Emmons & Casey Court. Planning on 2024 completion.
- b. Liaisons – *School Board* – Miller, there will be a budget shortfall this year.
- c. *Township* – Closed session meeting. All Board members are up for election this year
- d. Other Committees – HR Committee – DPW Foreman job description finalized.
- e. DPW Report – Jess Kantner - Category B project walk through tomorrow, inspecting trip hazard on downtown sidewalk, flower planting on Saturday, May 18 @ 9:00. Public welcome. Attended Enhancement meeting & we take possession of our new tractor on Tuesday May 14th. Street sharrows & street striping will be repainted after Category B project is completed.
- f. Managers' Report – Segard – It has been a busy couple of weeks. Transition is moving forward, making headway on matters identified. Appreciative of the support received from all. We are doing fine but looking forward to having some help in the office, both the Administrative Assistant & Manager but for now, we are doing just fine.

- **Unfinished Business**

- a. **O08-24** - Ordinance to Amend Chapter 2 of the Village Code Regarding Administrative Organization **Motion by Miller, Supported by Schuler. Roll call vote: Niles, Hahn, Soest, Lindsey, Miller, Schuler, Erskine – All Ayes. Motion passed.**
- b. **O09-24** - Ordinance to Amend Various Provisions of the Village Code to Remove References to the Village Marshal, the Department of Public Services Director, and the Health Officer and to Amend References to the Village Fire Chief to the Township Fire Chief – Removing references to obsolete positions, changed gender references & changed Fire Chief to Township. Sidewalk provisions need work and will be addressed in a separate potential amendment after review. Motion by Miller, Supported by Schuler. Roll call vote: Niles, Hahn, Erskine, Soest, Nay. Lindsey, Schuler, Miller Aye. Motion failed. Further discussion of the purpose of this Amendment is to rename references but not address the content of the Code itself. Vote taken a second time. **Motion by Schuler, Supported by Miller. Roll call vote: Erskine, Schuler, Miller, Lindsey, Hahn, Soest, Niles. All Ayes – Motion passed.**

- **New Business**

- a. Act 51 funds from the State of Michigan for FY2023-24 have a required 1% Non-Motorized Vehicle Expenditure – Propose to install a DERO Fixit Bike Repair Station at the intersection of the Paul Henry Trail & Main St, near the bulletin board. Caledonia Schools has given permission to install on their section of the trail. DPW Kantner proposed a larger cement base to accommodate one of our bike racks and free up a parking space on Main St. **Motion by Schuler to Authorize spending required 1% of Act 51 funds to purchase a DERO Fixit bike repair station, install a large cement pad for future use & any additional funds required to do this. Supported by Niles. All Ayes.**
- b. Asphalt Bids – 250 S Maple – Repave Parking Lot & 230 S Maple – Pavement addition. Both are Capital Expenditures. Awarded to Black Gold, (who paved the recent Kinsey Street project). **Motion by Miller to approve up to 75,0000.00 with Black Gold Repaving parking lot & work at 230 S Maple, supported by Schuler. Contractor is aware that we may wish to retain millings for Village use. All Ayes. Motion carries.**
- c. Yard Waste Bags – **Motion by Schuler to purchase bags from Caledonia Village Hardware, a local business & offered last year's pricing. Supported by Soest. All Ayes. Motion carries.**
- d. Review of DPW Foreman job description. Observation by DPW Kantner, it lines up with current tasks. **Motion by Miller to adopt this description. Supported by Soest. All Ayes. Motion carries. Motion by Schuler, supported by Soest to promote Jessica Kantner to DPW Foreman, award increase in pay to 25.00 per hour going forward & retroactively to PA8-24 payroll. All Ayes. Motion carries.**

- e. DPW Cell Phone – can be used by alternate while on vacation. **Motion by Miller to allow DPW Foreman to contract with Verizon for a phone & plan. Supported by Schuler. All Ayes. Motion carries.**
- f. Village Manger – How to proceed in filling the position? Self? Search Firm? MML? **Schuler moved to begin the process of filling the position of Village manager by doing it ourselves first for 3 weeks. Supported by Niles. All Ayes. Motion carries.** Publish vacancy via newspaper, websites, Indeed, MML website.
- g. Interim Manager - Lisa Segard has filled the position of Interim Manager and do we want to continue this arrangement. If so, she should be compensated. Agreed on increase of \$17.49 per hour out of the Village Manager budget line item, retroactive to PA8-24. **Motion by Miller to pay Lisa Segard \$17.49 per hour as interim manager in addition to her current pay as well as retroactive to PA8-24 and appointing as Interim Manager. Supported by Schuler. All ayes. Motion carries.**
- h. Committee to review Administrative Assistant applications – Interim Manager Segard, Trustees Miller & Schuler, President Lindsey, Treasurer Eardley & Spike Baird. Job description for manager is complete and can be posted. 2 manager applications received by President Lindsey already. **Move to name committee members. All Ayes. Motion carries.**
- **Extended Public Comment**
 - a. Keely Shay encouraged public access to entire Council packet. Some townships & cities publish this information. Village office currently has one person in the office. The Village President noted that they are exploring if the packet could be published on the website, and that the Village only had one employee in the office, and asked Ms. Shay to be patient while we move through these times. Attorney Stegink stated that there is no legal obligation to publish the packet on the website and it is preference of entity. Some do, some don't.
 - b. Jeff Kusmierz – supports additional information being made available.
- **Interim Manager Segard comments**
 - a. Thank you for putting your faith in me. It has been an honor to serve and it is my hope to pass this position on to someone who is interested and invested and will serve you. When it comes to the manager, I will, to the best of my ability in the transition and promise to give each of those people in those positions the tools that they will need to go forward and remain available after I retire to answer questions and make sure that all of you have the tools that you need to solve the challenges of the day. Thank you all.
- **Village Council member comments:**
 - a. Erskine, Budget workshop 6:00pm May 20
 - b. Schuler, thank you for coming & participating
 - c. Miller Thank you for coming
 - d. Niles, don't know how to solve parking
 - e. Hahn, thank you for coming. Mow your grass but not into the street
 - f. Soest, thank you all for coming. Congratulations Jessica. Lisa, you are a person with many hats. I hope you can balance them all well. We are working on ordinances; we are trying & we are looking for people who want to come sit here. Election petitions must be turned in by July.
 - g. Lindsey, thank you for coming, thank everyone for people stopping in & checking in during this bumpy time. We support you. We are progressing in the right direction. It is going to take some time, so please bear with us.
- Moved to adjourn, Miller, support Schuler. 8:46pm.

Jennifer Lindsey, Village President

Amended Minutes adopted January 13, 2025

Lisa Sondag, Village Clerk