

**VILLAGE OF GRAND BEACH
REGULAR COUNCIL MEETING
DECEMBER 19, 2018**

CALL TO ORDER

Clerk Mary Robertson called the regular council meeting to order at 7:30 p.m. EST. Present in addition to Leonard were James Bracewell, Deborah Lindley, Blake O'Halloran and Steve Slater.

ADOPT AGENDA

Leonard moved, seconded by O'Halloran to approve the agenda with the addition of *New Buffalo Shoreline Alliance* under Presentations/Recognition and *New Buffalo Township Public Safety Millage* under New Business. Motion carried unanimously 5-0.

CERTIFICATION OF ELECTION RESULTS

Clerk Mary Robertson announced that the Certification of Election Results has been received from the Board of Canvassers showing the following results:

Village Council Member Four-Year Term (3 winners)

| | |
|-------------------------|-----------|
| Paul Leonard Jr. | 76 |
| Deborah Lindley | 74 |
| Steve Slater | 88 |

| | |
|-----------------------|----|
| Norman R. Cherrett II | 61 |
| Frank Giglio | 72 |
| Harry Walder | 72 |

A charter amendment to Section 11 was passed 92 to 65 and a charter amendment to Section 19 was passed 76 to 75 at the November 6, 2018 election.

APPROVE MINUTES

O'Halloran moved, seconded Leonard to approve the minutes of the Regular Council Meeting of November 14, 2018 as presented. Motion carried unanimously 5-0.

PRESENTATIONS/RECOGNITION

ED Oldis with New Buffalo Shoreline Alliance (NBSA) gave an update of the past month. Major General Mark Toy of the US Army Corps of Engineers visited last week with four other colleagues to do an inspection of the shoreline. While here, they made three stops on their tour at 1) the feeder beach just south of the New Buffalo Harbor, (2) the City of New Buffalo's water pump house and (3) Grand Beach. Major General Toy committed to try and resolve the problem, but said there are a number of authoritative issues that need to be addressed.

The NBSA applied for a Michigan Department of Natural Resources, Office of the Great Lakes (OGL), Michigan Coastal Zone Management (CZM) Program Grant. They have partnered with Michigan State University who will be the grant administrator. If awarded and matching funds are raised, the funds will be used for engineering and design. Oldis said that over the last two years, 57 homeowners or 13% of Grand Beach homeowners have contributed to the NBSA. They continue to seek donations.

NOMINATION OF OFFICERS

PRESIDENT OF COUNCIL

Bracewell moved, seconded by O'Halloran to nominate Lindley as president. Slater nominated Leonard, but with no second, the motion failed. Debbie Lindley was named president unanimously by a roll call vote.

Regular Council Meeting – December 19, 2018

Roll Call Vote

| | |
|------------------|-----|
| Blake O’Halloran | Aye |
| James Bracewell | Aye |
| Steve Slater | Aye |
| Paul Leonard | Aye |
| Debbie Lindley | Aye |

PRESIDENT PRO TEM

Leonard moved, seconded by Slater to nominate O’Halloran to serve as president pro tem and with no other nominations, O’Halloran was named president pro tem unanimously by a roll call vote.

Roll Call Vote

| | |
|------------------|-----|
| Paul Leonard | Aye |
| Steve Slater | Aye |
| Blake O’Halloran | Aye |
| James Bracewell | Aye |
| Debbie Lindley | Aye |

APPOINTMENT OF OFFICIALS

Lindley appointed the following officials:

- Mary Robertson – Clerk-Treasurer
- James Bracewell - Building & Zoning Commissioner
- Steve Slater - Parks Commissioner and Beach Commissioner
- Paul Leonard - Street Commissioner and Water Commissioner
- Debbie Lindley - Police Commissioner
- Blake O’Halloran - Golf and Pro Shop Commissioner

COMMISSION REPORTS

Building & Zoning: Bracewell reported there are six new homes under construction. Bill Lambert reported that he received a request to deal with trash being thrown on the neighbor’s property on Ridge Road. The owner of the property under construction on Oak has been contacted, and the site has been cleaned up. They will turn in a plan regarding a timeline on the construction of the house. The property owner that is building on Rohde Court has cut up much of the wood on the site and is waiting for a contractor.

Streets & Water: Leonard reported that the Village has been picking up leaves and is prepared to plow when the time comes.

Police: Lindley had nothing to report.

Pro Shop & Golf Course: O’Halloran reported on his priorities for 2018.

- 1) Update the pro shop computer system with something that is quicker and on Wi-Fi has been done.
- 2) Create an online store - He is still working on it and will add it to the 2019 plan.
- 3) Create a new website for the golf course which will be moved to his 2019 plan.
- 4) Develop Plan B for golf course irrigation - Village is working on a backup plan for a new irrigation system.
- 5) Develop a community links concept for sustainability to our municipal golf course to include more than golfers. Did have family movie nights this summer, but wants to do more, so will add this to the 2019 plan.
- 6) Complete the brick program by Memorial Day - It was completed for 2018, and there will be a second installation in 2019. It will be an ongoing project.

Regular Council Meeting – December 19, 2018

7) Solicit architectural design concepts for the pro shop and get pricing to update the pro shop. Will add to 2019.

O'Halloran said he completed about half of the plan in 2018 and hopes to complete the rest in 2019.

SERVISCAPE REPORT

Clay Putnam reported that all snow mold protection has been applied to the greens. They have been picking up leaves and winter equipment maintenance is underway.

PERSONNEL REPORTS

SUPERINTENDENT: In addition to his written report, Superintendent Bob Dabbs said they are moving along with leaf pickup. He asked that residents inform their landscapers to keep the branches out of the leaves because it slows them down. He is waiting to hear from Merritt Engineering regarding a permit for the park drain. Once the drain is moved, they'll have to pave Crescent Road and he would like to pave Royal in front of the tennis courts and playground at the same time. Michiana should have a permit soon to change the chemistry of the water from chloramines to free chlorine. They are waiting for the DEQ's approval. Once the process begins they will be out flushing hydrants.

POLICE CHIEF: In addition to his written report, Police Chief Dan Schroeder said the AED's have been installed in the Council room and upstairs. He will put links on the Village website on how to use them.

BUILDING INSPECTOR: Building Inspector Bill Lambert had nothing to add to his written report.

BILLS TO BE PAID

Leonard moved, seconded by O'Halloran to approve the payment of the bills with the written additions and removal of a \$280 invoice to Janice Richards. Motion carried unanimously 5-0.

UNFINISHED BUSINESS

None

NEW BUSINESS

GRANT – 42 ACRES

Leonard announced that the DNR issued preliminary approval of the grant for the full amount of \$2.4 million to purchase the 42 Acres. Approval is not final until both the houses vote to approve and the governor signs it into law. He discussed the amount of matching funds that need to be raised in order to close the deal, stating that Grand Beach Land Development has agreed to donate 10% of the land value and Sheila McGinnis has received pledges towards the match. Leonard said there is a lot to be done before we get there and he passed out "Acquisition Project Procedures" manuals to the Council and asked the Council to read it and become familiar with it.

O'Halloran said if the acquisition price is \$3.2 million and we get \$2.4 million in grant funds and can get that type of property and the driving range by raising donations of \$488,000 we did pretty well, and everyone will benefit for years and years to come.

Leonard stated that Mario Ortega of McKenna will put something together for the January meeting in order to help going forward since the original cost charged by McKenna was for preparing the grant. O'Halloran said that with a lot of the next steps, the state starts to step in to tell you what they need.

Regular Council Meeting – December 19, 2018

Terry Smith asked if the Village is ready to accept donations for the property in this tax year. Leonard said our auditor is not comfortable under the current tax law for the Village to accept donations this tax year since we might have to give it back in the next year if something falls through. His advice was to wait until the first of the year so that if there is a problem, the refund is made in the same year as the donation. Slater asked what would happen if the donation was made irrevocably for any purpose. Leonard said that is a gift, and if someone wants to donate or give a gift this year to the Village with no expectation of receiving a refund if the grant doesn't go through, that is fine.

MATCHING FUNDS - GRANT

Lindley said that starting in January and February we are going to be pushing to get matching donations. The Village will accept ideas from residents, and will be updating our campaign to raise funds.

IRRIGATION STUDY COMMITTEE UPDATE

John Deaner reported that Plan A, B (updating the current irrigation system) and D are done. The committee will meet with an electrician to talk about costs to run 3-phase electric to the proposed pond. Once the electrician fills out a form, it will be sent to AEP and we'll find out what the costs will be for electric. The big holdback has been Plan C (a whole new irrigation system). They have been waiting to get the costs, and within the next week or two they should have that information. They want to get this done for the January meeting. John thanked Clay Putnam as a supplier and a member of the committee as well as Bob Dabbs. Bracewell thanked John for his hard work.

O'Halloran said there will be a lot of costs involved and we'll have to figure out how to go forward with the irrigation. He said there are some serious decisions we have to make as a Village and they all have financial implications.

RESOLUTION - SET COUNCIL COMPENSATION

O'Halloran said that he and Jim Bracewell will not be compensated for serving on the Council for 2 years per the charter amendment. He said Clerk Mary Robertson gave the Council a breakdown of what other councils are paid and even included the population of the different municipalities.

Bracewell moved, seconded by O'Halloran to set Council compensation, Zoning Board of Appeals and Planning Commission pay at \$50 per meeting attended and approve Resolution #2018-09, #2018-10 and #2018-11 to include compensation at \$50 per meeting attended. Motion carried unanimously 5-0. Leonard clarified that the only meetings that the Council, Zoning Board of Appeals and Planning Commission will be compensated for are public meetings that are subject to the Open Meetings Act which are official meetings. Motion carried unanimously 5-0.

RESOLUTION - SET ZONING BOARD OF APPEALS PER MEETING PAY

Lindley read resolution #2018-11 which established a per-meeting fee of \$50 per meeting attended for the Zoning Board of Appeals.

RESOLUTION - SET PLANNING COMMISSION PER MEETING PAY

Resolution #2018-10 established a per-meeting fee of \$50 per meeting attended for the Planning Commission.

RULES OF PROCEDURE

The Council discussed the "Rules of Procedure" and touched on the following topics:

- Deadline for the agenda is 3:30 EST the Wednesday prior to the Council meeting. Everything for the agenda must be received by the Clerk prior to that deadline. This allows the Council time to review.

Regular Council Meeting – December 19, 2018

- There is a time limit of five minutes for citizens to speak and share their views and concerns. The Police Chief or a designee will keep track of the time to make sure everyone stays within the 5 minutes.
- Citizens are allowed to speak for up to five minutes one time until everyone has had the chance to speak. The president may at her/his discretion allow a citizen to speak a second time on the topic.
- The rules will state that audience members are not allowed to give their time to someone else to speak so that someone is allowed to stack up the time and speak longer than the five minute time limit.
- Once the motion has been voted on and approved, there should be no more discussion on that motion.
- Audience members should be allowed to discuss the agenda item before the vote is taken.

Clerk Mary Robertson will review the “Rules of Procedure”, check for conflicts with the charter and make necessary changes and bring them back to the Council for approval.

Village resident Ed Trainor asked the Council to provide the full Council packet to the audience so that they know what the council is talking about. There was discussion about posting the packet on the Village website, but Leonard warned that if it is put on the website, the Village has to use specific software that will make the documents ADA compliant for the visually impaired. Lindley said that she thinks the Council has been very transparent and residents can call any of the Council members and can FOIA and have the packets on the day of the meeting, but she’s not sure we will run the whole packet for the day of the meeting. Slater asked that Chief Schroeder get the cost of a scanner and put it on the next month’s agenda.

APPOINT PLANNING COMMISSION MEMBER TO VACATED SEAT WITH TERM ENDING AUGUST 31, 2019

Bracewell said the Council received letters of interest from two people to serve on the one open Planning Commission seat. He will submit both Letters to Planning Committee Chair Ray Kelly for his review.

PARKS & RECREATION MASTER PLAN REVIEW UPDATE

O’Halloran said that he talked with Mario Ortega at McKenna who helped prepare the 5-year Parks and Recreation Master Plan originally and they will give the Village a quote to update it. They did do the original plan, and it will be easier for them to do the update, but it might be prudent to get three quotes. Slater agreed that the Council should get three quotes and will get information from Clerk Mary Robertson on who submitted quotes for the original plan.

NEW BUFFALO POLICE DEPARTMENT SAFETY PUP PROGRAM DONATION

Bracewell moved, seconded by O’Halloran to approve a donation of \$50 to the New Buffalo Police Department for the Safety Pup Program. Motion carried unanimously 5-0.

USE OF COUNCIL ROOM FOR SMALL PARTIES/EVENTS

Lindley said the Council needs to have a discussion on this as the room is used more often. We will talk about carpeting for the room at the budget meeting, although there might not be money available for carpeting. We have to handle it on a case by case situation and if someone uses it they are going to have to leave it clean and if there is a stain, they are going to pay to have it cleaned.

TABLES, CHAIRS AND TABLE RACK FOR COUNCIL ROOM

This discussion was tabled until the January meeting.

Slater said there were about 50 people at the potluck dinner held on December 14 and they had a lot of fun. They cleaned things up the day after and plan to have more dinners.

Regular Council Meeting – December 19, 2018

HALL RENTAL REQUEST – COLLEEN HEALY, NOVEMBER 23, 2018

President Paul Leonard approved the hall rental request that came in after the November council meeting.

NEW BUFFALO TOWNSHIP PUBLIC SAFETY MILLAGE

Slater said that in one of his letters that he sent out prior to the election, he referenced that Grand Beach pays \$4.5 million in taxes each year and that the Village only keeps about \$800,000 of that. He received responses to that, but it is what it is. He said New Buffalo Township did a millage request in early 2017 for 1.4 mills and based on documentation that Clerk Mary Robertson gave him it will drive tax dollars from the Village at about \$170,000 or \$1.7 million over 10 years for supporting New Buffalo Township’s Police. This is millage number two for public safety and combined it will be about \$220,000 a year. Slater said the result of the vote for the 1.4 mills was 82-118. Bracewell said it was called a “Public Safety Millage” and includes police, fire and ambulance. Slater will do more research and we’ll put it on the agenda next month.

O’Halloran said he has been on the council for six years, and has served with Paul Leonard and thanked him for all of his service and time spent as president of the Council.

AUDIENCE RECOGNITION

CORRESPONDENCE

ADJOURNMENT

Leonard moved, seconded by Bracewell to adjourn the meeting. Motion carried unanimously 5-0.

With no further business, the meeting was adjourned at 9:30 p.m. EST.

Respectfully submitted,

Mary J. Robertson
Clerk-Treasurer