

**Village of Eau Claire  
Monday, December 20, 2021  
Unapproved Regular Council Meeting Minutes**

Regular Council meeting called to order 6:00 PM Village Pro Tem Virginia Gonzalez

**Members Present:** Jeff Rice, Brittany Tanke, Lisa Borkowski Treasurer, PW Supervisor Mike Keesler, Chief of Police Charles Sherene, Clerk Shawn Foster

**Absent:** Tom Baker, President John Glassman.

**Approval of the Agenda:** Motion by Rice, second by Tanke to approve the agenda with the addition under A. Fire Dept. Meeting minutes & Incident summary Nov. 17 meeting minutes and Nov. incident summary and under D. Administration, Berrien Co. Master Plan questioner.

**Recognition of Visitors:** Tom Bodak and Michael Danando

**Visitor Discussion:** Tom Bodak and Michael Danando would like to start a class C grow in the Village; it would be a grow only with no plans for any retail business. They will come back to the January meeting when the Village President is back from vacation.

**Approval of the Board Minutes:** Regular Meeting Minutes of November 15, 2021, Motion by Rice, Second by Tanke, All Ayes, Motion carried.

**Board Minutes:** Fireboard Minutes for October 20, 2021 & Incident Summary of September 2021 and November 17, 2021 available in the Clerk's office.

**Library Board Minutes:** Meeting minutes of December 13, 2021 available in the Clerk's office.

**Building:** no new business

**Finance/Treasurer's Report: Departmental Balance Report 11/01/2021 – 11/30/2021**

All Funds	1,252,646.20				
Fund	Restricted	Unrestricted	Fund	Restricted	Unrestricted
General		398,012	Sanitation		(286.90)
Major Streets		314,726.68	Sewer	74,460.00	48,403.35
Local Streets		20,353.58	Water	158,730	24,669.03
Municipal Streets		212,577.89			

Motion to accept the Departmental Balance Report for November 2021 by Rice, second by Tanke, all ayes, motion carried.

**Payment of the Bills:** Motion by Rice, second by Tanke to approve payment of the bills in the amount of \$10,494.52 All ayes; motion carried.

**Employee Wage Report:** Total Gross Wages from November 1 – 30, 2021 were \$14,799.03 with a total of 682 hours worked for all regular Village Employees and 3<sup>rd</sup> Quarter Council Members and Planning Commission

**Utilities Report:** is still not 100% accurate.

**Budget Meeting:** Budget Committee meeting to be held on January 4, 2022 at 5:00 pm.

**Police Department:** 4 tickets and 3 incidents from 11/15/2021 through 12/20/2021

**Administrative: Resolution R2021-2 a resolution to vacate Council Seat held by Thomas Baker due to personal health reasons.** 3 Yeas, 1 absent and 0 Nays. Resolution is passed, the council needs one more member.

Employee Christmas Bonus: Department Heads \$150 and all other employees \$100.00 Motion by Tanke, second by Rice, all ayes and motion carried.

**Employee Holidays for 2022:** Motion by Tanke, Second by Rice to approve the same 11 paid holidays, New Years Day, Good Friday, Memorial Day, Independence Day, Labor Day, the day before Thanksgiving & Thanksgiving Day, Christmas Eve, Christmas Day, New Years Eve and Employee Birthday. All ayes and motion carried.

New Christmas Lights (LED) for Main St. Tabled until we get more prices.

**Stacked Wood Ordinance:** Tabled

**FEMA: Resolution R2021-1** to appoint an Emergency Management Liaison, Motion Tanke to appoint Chief of Police Charles Sherene, Second by Rice, all ayes, Motion carried. A book with all emergency contacts and procedures will be made.

**FEMA: Hazard Mitigation Projects**, the Village needs a plan to submit to FEMA, if you don't have a plan, you don't get FEMA money. The Clerk worked with Berrien Co. Emergency Management and a FEMA representative to make a plan.

**Annexation:** The Public Hearing with the Berrien Co. Board of Commissioners will be held on January 14, 2022 at 10:30 AM.

**Berrien County Master Plan Questioner:** for the Council to fill out.

**Parks:** Elizabeth Park Pavilion roof damage, the Clerk has received two estimates both of them state the roof will have to be replaced. Clerk to turn in a claim for the roof with the Village Insurance Co. \$500 deductible applies. Water/Sewer/Solid Waste: Several Commercial meters still need to be replaced to the drive by system.

**ROW Permits: Motion by Rice, second by Tanke to approve the** Right of Way Permit form for utility companies working in the Village. All Ayes, motion carried. The Clerk will check with other municipalities to see what they charge if anything.

**Berrien County Emergency Management Services:** Resolution R2021-1 a resolution to appoint a Village Liaison That would coordinate with the county's emergency management teams. Motion by Tanke to appoint Chief of Police Charles Sherene as Village liaison. All Ayes, Motion carried.

**Village Christmas Decorations:** The lighted hanging decorations on the poles in town are very old and in poor condition; The Village Secretary and Clerk will look into how much new one's cost and the possibility of getting LED ones to save on electricity. Still looking, tabled.

**Parks/Community Development:** The Clerk has received 2 estimates to repair the pavilion, this will be submitted to the Village insurance company with a \$500 deductible, both estimates state that it needs a new roof.

**Water/sewer/solid waste: EGLE: (Environment, Great Lakes, and Energy):** states that the Village needs to have an Operations & Maintenance Manual for Ground Water Monitoring. The Clerk has contacted Wightman to put this together and it could cost up to \$5,000. They will come out after the New Year.

**The Code Enforcer** is still working on the water problem on Pipestone St. as the water from the sump pump is discharging into the roadway and creating a mess on the road and for the neighbors.

**Streets:** No new business

**Planning Commission:** No new business, one more member is needed.

**Equipment:** No new business

**Sanitation:** No new business

Motion to adjourn: 7:18 PM by Rice, Second by Gonzalez.

Unapproved Meeting minutes by: Shawn Foster, Clerk