

The Village of Alanson

Minutes

Village of Alanson
7631 US 31 North, Alanson, MI 49706
Regular Council Meeting of August 14th, 2023

Call to Order: The meeting was called to order by Village President Greg Babcock at 6:01 pm.

Pledge of Allegiance- Recited.

Council Present: Trustee Doug Larson, Trustee Josh Larson, Trustee Scott Latva, President Greg Babcock.

Council Absent: Trustee Mark Fairbairn

Staff Present: Jason Losey, Jennifer Murphy, Craig Wilson

Approval of Agenda: *Motion* by Trustee Doug Larson to accept the agenda as written for August 14th, 2023. Seconded by Trustee Scott Latva. All votes in favor. 4/0 Motion carried.

Approval of Minutes: *Motion* by Trustee Scott Latva to approve the minutes as written for the regular council meeting of July 10th, 2023. Seconded by Trustee Josh Larson. All votes in favor. 4/0 Motion carried.

Public Comment: Resident Brad McPhall stated that the barricades at the corner of River Street and Banwell Road are causing issues with drivers. McPhall asked if the barricades could be removed. McPhall stated the barricades at the swing bridge are working to get people to stop. President Babcock stated that the barricade is there to stop large trucks and trailers from driving across the bridge. McPhall said that he was happy to see that his road has been graded and they've started working on the ditches. McPhall thanked the group that worked on the public docks. McPhall said the docks "look much better".

Resident Kim Morgan asked for an update on Morgan/Memorial Park. Morgan said she is looking into how to clean and shine up the memorial plaques on the rocks. Morgan also mentioned there is a flagpole there without a flag. Jason Losey responded that the flag is at the DPW building. The issue is there is no light. President Babcock responded that there used to be a solar light. Losey said he would look into it.

Visitor Presentation:

- A. **Stormwater Management Presentation-** Anna McGlashen from the Tip of the Mitt Watershed Council presented information on stormwater management. McGlashen noted she'd be happy to come back, identify problem areas, specify solutions, review specifics of our policies and ordinances and assist in putting a plan in place should the water quality in Alanson deteriorate. She stated that local units of government have passed uniform stormwater ordinances granting authority to local governments to increase/manage development through land use policies. Trustee Doug Larson inquired as to what funds are available for any stormwater future projects. McGlashen advised that federal funds (319 program) and local funding are both available.

Trustee Mark Fairbairn arrived at 6:12pm.

- B. **Charles Rehmann- Engineering Sanctuary Island Ferry** – Rehmann presented to the council a handout showing the raft to Sanctuary Island. Rehmann mentioned the raft has been out of order several times now. Rehmann had several fabricators out to look at the raft. The fabricators would not do anything without an engineering stamp of approval. Rehmann reached out to Michigan State University’s College of Engineering- Capstone Project team. A group from the university would travel up to look at the raft and come up with a design or prototype. The group would only charge for the cost of transportation to look at the project. Trustee Doug Larson expressed interest and thought this was a “very clever” idea.

Motion by Trustee Doug Larson to engage the Michigan State University College of Engineering Capstone Project Team to come up with a new design or prototype for the Sanctuary Island raft, with the expenses not to exceed \$1,500 without prior approval. Seconded by Trustee Scott Latva. Roll call Vote. Trustee Mark Fairbairn- Yes, Trustee Doug Larson- Yes, Trustee Josh Larson- Yes, Trustee Scott Latva- Yes, President Greg Babcock- Yes. All votes in favor. 5/0. Motion carried.

New Business:

- A. **DPW Safety/Policies** - Street Commissioner Jason Losey reported that the council members were in receipt of an email with various proposed DPW policies. Losey said he went through the policies and redlined what he felt didn’t apply to the DPW. President Babcock asked everyone to review the documents for approval at September’s meeting.
- B. **Engineer Bid for Baseball Field** - Trustee Doug Larson reminded Council of his statement at last month’s meeting that he was working with Littlefield Public Schools to purchase the athletic fields for a small amount of money. Larson said he would be working on grants to revitalize the fields. Trustee Larson reported having submitted a Letter of Intent to the Consumers Energy Fund Grant. Larson stated that this doesn’t preclude the Village from receiving funds from other sources, it's just the largest grant available, up to \$250,000. If approved, the Village will be invited to provide a full proposal. The first step in the process is to have a site plan done by an engineering firm. Larson received a site plan proposal from Gosling Czubak Engineering Sciences Inc. for \$7,250. Discussion ensued. Resident David Stepanovich expressed concern regarding long-term maintenance and expense of the project. Stepanovich thought it was a great idea to purchase the land but felt there are too many other projects in the Village that need to be taken care of first. Trustee Larson responded that the Village is capable of simultaneously completing projects. Larson stated Pellston owns and manages similar parks with the same number of employees. Larson said, “We are trying to make things better. Taxpayers pay taxes for services. We’re trying to offer them services”. He added that this could be an opportunity to host events and bring little league to Alanson. He also added that the school does not have a maintenance person to maintain the property. Larson stated that the idea is to spend as little to no tax dollars as possible. Trustee Scott Latva spoke in support of getting the property to maintain it, he also noted concerns as the property is prone to vandalism. He also mentioned having a maintenance plan in place. Trustee Mark Fairbairn added that it would be great to have a sports

complex, so much is needed in town to be approved before spending \$7K+. Further discussion ensued.

Motion by Trustee Doug Larson to move forward on the Gosling Czubak proposal of \$7,250 as task one. Seconded by Trustee Mark Fairbairn. Roll call Vote. Trustee Mark Fairbairn- Yes, Trustee Doug Larson- Yes, Trustee Josh Larson- Yes, Trustee Scott Latva- Yes, President Greg Babcock- Yes. All votes in favor. 5/0. Motion carried.

Motion by Trustee Doug Larson to authorize President Greg Babcock to sign the execute the contract. Seconded by Trustee Josh Larson. All votes in favor. 5/0. Motion Carried.

- C. **Approval of Wade Trim Contract for Rec Plan-** President Babcock reported that the Village needs to have a Recreation Plan in place. A handout from Wade Trim is included. Discussion ensued. It was noted that without a Rec Plan, the Village will not qualify for many grants. Wade Trim has sent out an online survey to the public in the past. All the data received back goes into the Rec Plan. President Babcock reported that Littlefield Township has approved the Wade Trim proposal to do an online survey. Babcock explained that the Village would be responsible for paying half. Further discussion ensued.

Motion by Trustee Doug Larson to authorize the payment to Wade Trim for the Village's portion of half, being \$4,250. Seconded by Trustee Josh Larson. Roll call Vote. Trustee Mark Fairbairn- Yes, Trustee Doug Larson- Yes, Trustee Josh Larson- Yes, Trustee Scott Latva- Yes, President Greg Babcock- Yes. All votes in favor. 5/0. Motion carried.

Old Business:

- D. **Cheboygan & Spring Street Ditch Work Quote-** Street Commissioner Jason Losey presented a quote from M&M Excavating for \$48,200, to work on the ditches on Cheboygan & Spring Streets. President Greg Babcock reported that Jennifer Murphy confirmed we can move funds from Major Streets to Local Streets which would allow the village to do an additional street project this year. Losey said, "Once the quote is signed, they can start working on the project tomorrow."

Motion by President Greg Babcock to approve the M&M Excavating quote for the Cheboygan/Spring Street project, not to exceed \$48,200. Seconded by Trustee Mark Fairbairn. Roll call Vote. Trustee Mark Fairbairn- Yes, Trustee Doug Larson- Yes, Trustee Josh Larson- Yes, Trustee Scott Latva- Yes, President Greg Babcock- Yes. All votes in favor. 5/0. Motion carried.

- E. **Approval of Emmet County Grant-** Trustee Doug Larson reported that he had previously applied for the American Rescue Plan Funds grant offered by Emmet County, which Larson intends to apply towards the Streetscape. Larson said that we need to sign the agreement before September to receive the funds in the amount of \$50,000, bringing the Village's obligation toward the Streetscape project to less than \$50,000.

Motion by Trustee Doug Larson to approve signing the agreement to receive the grant funds from Emmet County. Seconded by Trustee Josh Larson. All votes in favor. 5/0. Motion carried.

COMMITTEE REPORTS:

Trustee Mark Fairbairn- Reported that he had spoken to Street Commissioner Lason Losey today about the ditches on North Pine Street that keep filling in with sand when it rains. Jason said he would be speaking with M&M Excavating about the issue.

Trustee Josh Larson- N/A

Trustee Doug Larson- Reported that he has been working on grants. The kayak launch has been delivered to the DPW building. Larson mentioned he needs to get with Losey to figure out where to place it. Resident Angela Papi inquired if the village has a dock plan. Trustee Doug Larson commented that he plans to work on a grant during the next Spring cycle that could go towards repairing and improving the public docks. Discussion ensued.

Trustee Scott Latva – N/A

President Greg Babcock: N/A

Clerk- Treasurer Jennifer Murphy- Report included.

Deputy Clerk Craig Wilson- Wilson reported that property owner Caitlin Doyle of 7722 US 31 Hwy, had called to report that during the MDOT project her irrigation system was dismantled. Doyle is asking when they plan on repairing the system. Wilson also reported that they had the Planning & Zoning meeting on July 31st. Wilson mentioned having spoken with resident David Blumke, who was in attendance, regarding a neighboring property having multiple campers set up. Discussion ensued. President Babcock suggested Blumke call the Ordinance Enforcement Officer, Jamie. Blumke and Tarynn Steele expressed concerns regarding the condition of the roads (Terrace and Pine Streets) leading back to their property. Further discussion ensued.

Street Commissioner: Jason Losey. – Losey reported that he just received a quote for paving the boathouse parking lot in the amount of \$23,000 from M&M Excavating. The village portion would be 1/3 of the total. The other 2/3 would be paid by Littlefield Township and via the Inland Water Route Historical Society (private donations).

Motion by Trustee Doug Larson to accept the Village portion of 1/3 of the M&M Excavating bid of \$23,000 to pave the Boathouse Parking Lot. Seconded by Trustee Mark Fairbairn. Roll call Vote. Trustee Mark Fairbairn- Yes, Trustee Doug Larson- Yes, Trustee Josh Larson- Yes, Trustee Scott Latva- Yes, President Greg Babcock- Yes. All votes in favor. 5/0. Motion carried.

Losey also reported damage to the boathouse bathroom. The mirror was stolen, and the male/female sign has been broken. Discussion ensued on installing a new timed lock. Trustee Doug Larson stated that a timed locking system is very expensive. Jennifer Murphy noted that there could be funds available through the grant for risk management from the insurance company. Trustee Doug Larson asked Losey for a list of incidents of damage to the boat house bathroom. Larson advised that he will engage the locksmith and look into applying for the risk management grant.

Trustee Mark Fairbairn asked why MDOT isn't opening the southbound lane of US 31 in the Village. President Babcock responded it is due to safety concerns with large trucks/semis turning on/off Powers

Road. Further discussion ensued as to when the project would end. Babcock responded that the project in the Village is scheduled to be completed by August 31st. The section north of the M-68 intersection is set to be completed in November.

Losey also reported that he and resident David Ladd worked together on the Sanctuary Island raft and they were able to get it up and running.

Monthly Bills: *Motion* by Trustee Josh Larson to pay the current monthly bills. Seconded by Trustee Doug Larson. All votes in favor. 5/0. Motion carried.

Public Comment: Township resident Doug Houseworth asked permission to set the barricades up at an earlier time on River Street for the Celebrate Alanson event on Labor Day. Houseworth is asking to place the barricades at 7 am vs 9 am so that the vendors can set up earlier. Several of the council members commented that they have no issue with Houseworth setting the barricades up earlier. Houseworth also reported the "Keepsake Booklet" will be here soon. Houseworth read off the list of contributors. Houseworth commented that he's on track for the event. He plans to advertise the event on four radio stations and on social media.

Resident Angela Papi presented a handout to Council regarding a project she is working on with Bob Evans from the Hillside Gardens. Papi & Evans hope to start a Backyard Butterfly project by planting native plants and shrubs that attract butterflies. Papi is also hoping to involve the school and make it an educational project by helping the students learn more about butterflies and their lifecycles. Papi said they also want to help beautify different areas of Alanson. Papi & Evans are hoping to get the community involved by recruiting volunteers. Papi plans to be at the Labor Day event handing out information on the project. Trustee Doug Larson asked Papi how the Village could support the project. Papi commented that the best way is to allow them to start planting. Larson asked Papi to come back with a plan to start planting in Morgan/Memorial Park. Trustee Doug Larson said he would be in support of spending some funds out of the Parks & Rec fund on the project.

Adjournment: *Motion* by Trustee Doug Larson to adjourn the meeting. Seconded by Trustee Mark Fairbairn. All votes in favor. 5/0 Motion carried.

Meeting adjourned at 7:27 pm.

CLERK- TREASURER -SEWER BILLER REPORT

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Load Rating QA/ QC Compliance Issues - Resolved and confirmed via communication with MDOT as of 8/7/2023.

Title VI Annual Certification - Completed.

FOIA Policy- to be approved by Council. Clerk-Treasurer Murphy was advised that this would be reviewed at the next council meeting.

SEWER-

Request to issue refund to tax bill for Kenneth Stephens. Property tax bill assessed delinquent sewer amount belonging to previous owner in the amount of \$101.61. See attached documents. Please approve refund. **Following discussion, Clerk-Treasurer Murphy was directed to seek out the title company regarding this issue.**

LOCAL STREET FUND - Request for approval to move money from the Major Street Fund (up to 50% of MTF) to Local Street Fund (\$48,753.50), add line item to budget for fund balance use, add quoted street expense to budget expense for new construction (\$118,000 for Spruce & Pine Streets) (See attached). **Motion by President Greg Babcock to amend the budget. Seconded by Trustee Mark Fairbairn. All votes in favor. 5/0. Motion carried.**

Section 18j, Annual Certification of Employee-Related Conditions - Completed

BEE FRIENDLY GARDENING - Quote received.

"We estimate 25 to 35 hours of labor to weed, divide trim and clean up the park, we would not mulch due to the time of year but that is something we could do in the spring.

I would suggest a fertilizer just to keep the plants happy through the year.

There is poison oak that would be removed as well.

There is no charge to remove the compost.

If you would like us to do the work. We could get this done in August or September. We are not sure of your time frame. We look forward to speaking with you. 55.00 an hour
18.99 for fertilizer”

Motion- by Trustee Doug Larson to accept the quote for work to be done in Morgan/ Memorial Park from Bee Friendly, not to exceed \$2000. Seconded by Trustee Mark Fairbairn. All in favor. (Noted to amend budget at next meeting.)

