

The Village of Alanson

Minutes

Village of Alanson

7631 US 31 North, Alanson, MI 49706

Regular Council Meeting of January 8th, 2024

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

Pledge of Allegiance- Recited

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

Council Absent: N/A

Staff Present: Jason Losey, Jennifer Murphy, Craig Wilson

Approval of Agenda: Motion by Trustee Josh Larson to accept the agenda as written for January 8th, 2024. Seconded by Trustee Mark Fairbairn. All votes in favor. 5/0 Motion carried.

Approval of Minutes: *Motion* by Trustee Doug Larson to approve the minutes as written for the regular council meeting of December 11th, 2023. Seconded by Trustee Josh Larson. All votes in favor. 5/0 Motion carried.

Approval of Joint Meeting Minutes: *Motion* by Trustee Doug Larson to approve the minutes as written for the joint council meeting of December 11th, 2023. Seconded by Trustee Mark Fairbairn. All votes in favor. 5/0 Motion carried.

Public Comment: N/A

Visitors: N/A

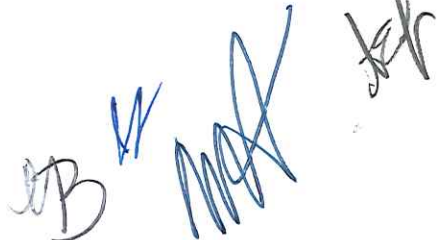
New Business:

- A. **Fiscal Year 2024 Major Street Fund Budget Amendments** - Clerk-Treasurer Murphy requested the council amend the Major Street Fund. Murphy requested the addition of \$35,000 to the fund balance to accommodate for the transfer of funds for the Local Street projects and to reduce the original amount budgeted for the Bridge Tender pay from \$50,000 to the actual amount of \$39,000.

Motion by Trustee Doug Larson to approve the proposed amendments to the Major Street fund as proposed by Clerk- Treasurer Murphy. Seconded Trustee Josh Larson. All votes in favor. 5/0. Motion carried.

- B. **Fiscal Year 2025 Budget**

- A. **General Fund 2025 Budget Approval-**



Clerk-Treasurer Murphy presented the proposed 2025 budgets. See notes.

Motion by Trustee Doug Larson to approve General Fund budget as presented by the Clerk/Treasurer. 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.

B. Major Street Fund 2025 Budget Approval

Treasurer- Clerk Murphy presented the Major Street Fund's proposed budget. See notes.

Motion by Trustee Doug Larson to approve Major Street Fund budget as presented by the Clerk-Treasurer. 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.

C. Local Street Fund 2025 Budget Approval

Clerk- Treasurer Murphy presented the proposed Local Street fund budget. See notes.

Motion by Trustee Doug Larson to approve Local Street fund budget as presented by the Clerk-Treasurer. 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.

D. Sewer Fund 2025 Budget Approval

Clerk-Treasurer Murphy presented the proposed Sewer budget. See notes. Murphy reported the R&R fund is down due to a couple of large repairs last year. Murphy reported there will be a 12.5% increase in fees by HSASDA. Murphy suggests increasing sewer fees by 11.11% or by \$5. Trustee Doug Larson requested to table the discussion on raising the sewer fees until the next meeting. Motion by Trustee Doug Larson to approve the Sewer Fund budget as presented by the Clerk-Treasurer. Seconded by Scott Latva.

Trustee Doug Larson inquired if there are any major issues anticipated in the next 7 years. President Babcock responded the plant is almost at capacity. Resident David Steponovich asked if the Village has sold or leased out any taps. Babcock responded that we have leased out some of the taps.

C. Audit Engagement Letter- President Babcock reported that Clerk-Treasurer Murphy received the audit engagement letter from Dan Smith & Company, PC.

Motion by Trustee Doug Larson to approve audit engagement letter as presented. 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.

D. **4 Way Stop sign at Bonz & Milton Intersection-** Trustee Mark Fairbairn reported he's had people mention to him that the new intersection at Bonz & Milton is very dangerous. People are going right through the intersection and not stopping. Fairbairn stated that the stop signs are too far back. Discussion ensued. Jason Losey commented that having a 4-way stop would be difficult in the winter going up the hill. Trustee Doug Larson asked if we could put in a flashing light showing that this is a two-way stop. President Babcock suggested reaching out to MDOT to see what they advise. President Babcock asked Street Commissioner Losey to put orange flags out for now marking the two-way stop.

E. **Extension of ACD.net Permit** - President Babcock informed the Council that the ACD (Advanced Communications and Data) permit is expiring allowing ACD to run their fiber optic cable through the Village Right of Ways. The permit expires in November 2024. The extension would extend the permit through November of 2029.

Motion by Trustee Doug Larson to accept the extension by ACD and to allow President Babcock to sign the permit. 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.

F. **Short-Term Rentals-** Trustee Mark Fairbairn reported discussion was had at the recent Planning & Zoning meeting regarding short-term rentals. Fairbairn stated that Board Member Craig Wilson suggested they take the issue to the Village Council. Wilson commented that he had read an article suggesting municipalities not use zoning to create policies for short-term rentals. President Greg Babcock reported that he recently spoke with the Village Attorney. The Attorney recommends having a joint meeting with the Planning & Zoning Board. Topics of discussion could include ban, limiting districts, licenses limited to a number of weeks/year, must be non-homestead. President Babcock stated that a time for both boards to meet will be set and the issue will also be put out to the public for input.

G. **Letter of Support for the Township in obtaining Rural Development Grant funds for the Oden Flowing Well-** Township Supervisor Damien Henning reported the Township has four flowing wells. The well south of Northwoods restaurant is dilapidated. The Township has an opportunity to apply for a grant to rehab the well for \$16,000 with a 30% match. Henning stated that the Township is seeking three letters of support and is requesting the Village to provide a letter. The letter is due at 3pm on 1/9/2024.

Motion by Trustee Doug Larson to provide a letter of support to the Township for the Rural Development Grant to fix up the well. Seconded by Trustee Mark Fairbairn. All votes in favor 5/0. Motion carried.

Old Business:

A. **Security Cameras LAMA-** President Babcock reported that there is a need to install additional security cameras and to upgrade the current system on the community building. Township

Supervisor Damien Henning explained the two different options. Discussion ensued. The EPS Security Proposals are included.

Motion by Trustee Doug Larson to approve both proposals by EPS Security, including the 3 cameras, not to exceed \$2,768.61 to fund the new system. 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 table the discussion on the grant until item C.

B. Ballfield Project approval of the purchase, and the change order for the contract with Gosling Czubak regarding the application for DNR Trust funds.

Trustee Doug Larson presented the Ballfield Project to the council as prepared by Gosling Czubak. The project would entail purchasing the property at 7228 Chicago Street from the Alanson Public Schools for \$1. The project would entail taking over the property to redevelop and revitalize the existing structures. Phase I of the project would involve the purchase of the property. The cost would be \$1 and closing costs are anticipated to be around \$1,000 to be split with the school 50/50. Phase II of the project is to work with Gosling Czubak to work towards obtaining a grant. Larson said they would begin with doing a facelift to the ball fields to the north of the property. Trustee Larson said that the well house is in decent shape, and that they would like to keep that. The ball fields themselves, dugouts, bleachers, batting cages etc. would be redone. Larson mentioned the next phase would include adding a little league complex, more ADA parking, a fully paved 10' track, and soccer fields. The existing bathrooms would be torn down and moved to a location where they can use the existing well. The new structure would include a concessions area with sinks along with two ADA unisex bathrooms.

Larson said that this is going to be a 5–7-year project with a start date in April. Initial investment is \$275,000 with a 42% match.

Phase 1 could be completed by Summer 2025. Larson estimates the total cost of the project to be \$1.1 million. Discussion ensued.

Trustee Mark Fairbairn stated that he thought it was a great thing for the Village to do. Fairbairn suggested having a public meeting to see what taxpayers had to say about the project. He expressed concerns regarding cameras to prevent vandalism. Trustee Doug Larson responded that there would be public meetings during the grant process. He stated that he has spoken with Spectrum regarding having a security system installed as there is fiber optic and cable available. He stated that the complex would be open to the public but could have an automated lock system to prevent vandalism for approx \$2,500.

Trustee Doug Larson explained there will be maintenance fees involved. With the added workload the DPW may have to hire another employee. Larson explained that this is how Pellston is operating its sports complex. Pellston currently draws a lot of the area's games and revenue to its facilities. He also stated that the development is possible without additional taxpayer money. Further discussion ensued.

Alanson Public Schools School Board Member - Becky Babcock stated that the school building has a low budget and high maintenance. She stated that this is a "huge opportunity" to partner for underprivileged kids and there is a "huge need" with growing young families and that this is important for the community. She hopes the issue will pass this evening. She thanked the Council for their interest in this project and support.

Motion by Trustee Doug Larson to move forward with the purchase of 7228 Chicago Street, Alanson, MI 49706 from the Alanson Public School District and to authorize Village President Greg Babcock to sign the documents and empower Babcock negotiate on behalf of the Village of Alanson. 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.

Motion by Trustee Doug Larson to authorize Clerk-Treasurer Jennifer Murphy to draft a Purchase agreement, to engage in an agreement with the Alanson Public School district to purchase the property, and to submit the purchase agreement to a local title company. 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.

Motion by Trustee Doug Larson to authorize Clerk-Treasurer Jennifer Murphy to purchase title insurance for \$100,000. 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 authorizing consent to Clerk-Treasurer Jennifer Murphy to draft a check in the amount to cover the purchase cost and closing costs of 7228 Chicago St, Alanson MI 49706. 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.

Motion by Trustee Doug Larson to authorize President Greg Babcock to draft a property use agreement with the Alanson Public School District. 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 execute change order #01 with Gosling Czubak for \$6,500 to apply for the DNR grant. 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.

- C. Michigan Township Participating Plan Grant Application Resolution-** Babcock reported that he would like the village to apply for a Risk Reduction grant to assist in purchasing the security cameras. The grant contribution is \$5,000.

Motion by Trustee Doug Larson to move forward with the Michigan Township Participating Plan Grant Application. Seconded 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.

COMMITTEE REPORTS:

Trustee Mark Fairbairn- N/A

Trustee Josh Larson-N/A

Trustee Doug Larson- N/A

Trustee Scott Latva – N/A

President Greg Babcock- N/A

Clerk-Treasurer Jennifer Murphy- N/A

Deputy Clerk Craig Wilson –Wilson reported they had the Planning & Zoning meeting last week. The DDA meeting is coming up next Monday where they will be discussing the budget.

Street Commissioner: N/A

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

Public Comment: N/A

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

Meeting adjourned at 7:30 pm.

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Public Hearing

Parks and Recreation Plan 2023-2027

January 8th, 2024

Call to Order: Village portion of meeting called to order by Village President Greg Babcock at 5:30 pm.

Village Council Present: Trustee Mark Fairbairn, Trustee Doug Larson, Trustee Josh Larson, President Greg Babcock. Trustee Scott Latva, absent.

Approval of Agenda: *Motion* by Trustee Doug Larson to accept the public hearing agenda as written for January 8th, 2024. Seconded by Trustee Josh Laron. All votes in favor. 4/0 Motion carried.

Open Public Hearing: *Motion* by President Babcock to open the Public Hearing at 5:32 pm. Seconded by Trustee Doug Larson. All votes in favor. 4/0 Motion carried.

Public Comment: Resident Kim Morgan questioned the upkeep of the parks. Morgan stated that she had reviewed the Rec Plan. Morgan stated that the upkeep of the parks hasn't been done to the standards as noted in the Rec Plan document, specifically the flower beds in Morgan Park. Trustee Doug Larson stated that Morgan Park is a "candidate for restoration on the list." President Babcock commented that the company Bee Friendly plans return this Spring.

Littlefield Township Clerk Sondra Festerling requested further information regarding the Ballpark Project. President Babcock reported that the Ballpark Project would be discussed at the next meeting (Village of Alanson Council meeting at 6:00pm, January 8th). Trustee Doug Larson briefly explained the proposed project highlighting that project will include existing infrastructure and future expansion plans that include a track, soccer fields, and a little league field.

Littlefield Township Supervisor inquired if the Village was going to bear the maintenance of the Ballfield. President Greg Babcock advised that the school would have a use agreement in place similar to other local municipalities.

Resident Deanna Yockey questioned the Ballpark Project regarding vandalism and grant funding. Discussion ensued.

Close Public Hearing: *Motion* by President Greg Babcock to close the Public Hearing at 5:47 pm. Seconded by Trustee Doug Larson. All votes in favor. 4/0 Motion carried.

Approval of Parks and Recreation Plan 2023-2027: *Motion* by President Babcock to adopt the Alanson/Littlefield Township Parks and Recreation Plan 2023-2027. Seconded by Trustee Doug Larson- Roll Call vote. Trustee Mark Fairbairn- Yes, Trustee Doug Larson- Yes, Trustee Josh Larson- Yes, President Greg Babcock- Yes. All votes in favor. 4/0. Motion Carried.

Adjournment: *Motion* by Trustee Doug Larson to adjourn the meeting. Seconded by Trustee Josh Larson. All votes in favor. 4/0 Motion carried.

Meeting adjourned at 5:50pm.