

Minutes

Village of Alanson

7631 US 31 North, Alanson, MI 49706

Regular Council Meeting of February 10th, 2025

Call to Order: Meeting called to order by Village Trustee Mark Fairbairn at 6:00pm.

Pledge of Allegiance - Recited

Council Present: Trustee Jamie Breithaupt, Trustee Mark Fairbairn, Trustee Gail Greenwell, Trustee Scott Latva.

Council Absent:

Staff Present: Jason Losey, Jennifer Murphy, Craig Wilson.

Approval of Agenda: *Motion* by Trustee Gail Greenwell to add Charles Rehmann to the agenda for February 10th, 2025. 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 January 13th, 2025. Seconded by Trustee Gail Greenwell. All votes in favor. 4/0 Motion carried.

Public Comment: Rich Ginop, from the Emmet County Board of Commissioners representing Springvale and Littlefield townships, introduced himself to Council.

Visitors:

A: Stephanie Marchbanks - Seeking input from the Village of Alanson on the draft Emmet County Hazard Mitigation Plan: Marchbanks introduced herself. Marchbanks works with Networks NW regional planning services that is an emergency management program working with FEMA. Marchbanks gave a summary of the Emmet County Hazard plan and requirements FEMA has in case of various disasters. Marchbanks has a draft available of the plan that she would like the council to give feedback on. Marchbanks informed Council that there are various grants also available that could go toward various projects.

New Business:

- A. **Charles Rehmann- Open Communication to MSU for update to Master Plan-** Rehmann asked the council for a letter of support to open a dialog with the MSU Department of Urban Planning which is a senior level land planning, construction and design group. Rehmann is looking to have the Master Plan updated as it has not been done since 2003. Discussion ensued. Trustee Gail Greenwell asked what the cost would be. Rehmann responded that he believes it's \$7500 for the administrative costs.

Motion by Trustee Jamie Breithaupt to provide a letter of support to approve opening a dialog with MSU to get more information. Seconded by Trustee Mark Fairbairn. All votes in favor. 4/0. Motion carried.



Clerk/Treasurer Jennifer Murphy suggested a councilmember contact Wade Trim to get a quote to update the Village Master Plan.

- B. Accept resignation of President Greg Babcock-** Babcock informed the council that he would be willing to stay on until March 1st, 2025, and extend his term if that would help the council find an additional Trustee.

Motion by Trustee Mark Fairbairn to extend Greg Babcock's term until March 1st, 2025.

Seconded by Trustee Jamie Breithaupt . All votes in favor. 4/0. Motion carried.

Motion by Trustee Gail Greenwell to cancel the February 24th, 2025, special meeting. Seconded by Trustee Scott Latva. All votes in favor. 4/0. Motion carried.

- C. Appoint new Village of Alanson President.** Tabled until a further date.

- D. Appoint Village of Alanson President Pro-tem:** Tabled until a further date.

- E. Resolution #1 of 2025 to remove Greg Babcock from Citizens National & Nicolet Bank accounts as signer.** Tabled until a further date.

- F. Resolution #2 of 2025 to add new signer to Citizens National & Nicolet Bank accounts.** Tabled until a further date.

F. Gail Greenwell - Planning and Zoning Board Application Approval:

Motion by Trustee Mark Fairbairn to approve Gail Greenwell to the Planning and Zoning Board.

Seconded by Trustee Scott Latva. All votes in favor. 4/0. Motion carried.

Old Business:

A. Lake Street Alley update- Trustee Mark Fairbairn informed the council that he had a surveyor stop out and mark the alley off Lake Street. Fairbairn said that "the camper is definitely in the alleyway". Discussion ensued. Ordinance Officer/ Trustee Jamie Breithaupt mentioned he will be getting in contact with the owner of the camper to have it removed.

B. Crooked River Locks sewer update-Clerk Treasurer Jennifer Murphy reported she has been working with the village attorney and Marcus from the Harbor Springs Sewer Authority. The Village attorney determined that the village cannot grant an easement for a sewer line down to the locks. The area is a plated area, and the village does not have the authority to grant an easement. The alleyway that has the camper in it also needs to be kept open for the Sewer Authority to access the station. The village attorney suggested the Sewer Authority just tap in as they normally would. Murphy informed the council there is a zoom meeting on Friday at 10am that a council member should sit in on.

C. Sewer Fee Increase- Clerk Treasurer Jennifer Murphy informed the council at the January 2025 meeting that the Sewer Authority fees will be increasing. Murphy went over the budget and if the village does not increase the sewer fees there will be a shortage of around \$14,000. Murphy reported that we will not be able to cover the cost of sewer fees that are coming in. Murphy recommended increasing

the monthly fee from \$45 to \$47.25. Greg Babcock commented that there will need to be a resolution that goes out to the public. Discussion ensued.

Motion Trustee Mark Fairbairn to put out the notice of the fee increase to the public. Seconded by Trustee Jamie Breithaupt. All votes in favor. 4/0.

COMMITTEE REPORTS:

Trustee Mark Fairbairn- N/A

Trustee Gail Greenwell- Greenwell commented that Doug Larson used to write grants for various projects for the village. Now that he's gone, we need someone that can write grants. Greenwell mentioned we want our parks to look good and being maintained. Greenwell was approached by Wayne Blomberg who has been working on Sanctuary Island. Blomberg mentioned he would need roughly \$2000-\$2500 to go towards various projects on the island. Greenwell mentioned the boat slips also need to have work done. Greenwell asked if we need a grant to get these projects finished. Trustee Fairbairn asked if we could hire Doug Larson to write the grants. Clerk/Treasurer Murphy said that we have money in the accounts to cover some projects. Murphy said to apply for a grant someone would need to take on the project and get a list of costs. Murphy said, "there are grant writers out there that could be hired to write a grant". Discussion ensued.

Motion by Trustee Gail Greenwell to provide funds not to exceed \$2500 towards the Sanctuary Island project. Seconded Trustee Scott Latva. All votes in favor. Resident Barbara Bonz asked if the village can remove trees that have fallen into the river. Greg Babcock responded that the village does not have authority over the river and that is the jurisdiction of the Army Corps of Engineers.

Greenwell reported the DDA is working on flyers to put out at businesses to list various events going on. Greenwell also mentioned thoughts on putting out a newsletter. Currently the township puts out a newsletter when the tax bills go out. Greenwell suggested doing an additional two newsletters a year. Discussion ensued. Greenwell said that she has spoken with the Township about contributing money towards the additional newsletters. The Township has asked that Greenwell find out the costs. Further discussion ensued.

Greenwell inquired if there was a grant to pay for the flowers this year. Trustee Scott Latva asked about the grant from last year covering the flowers. Clerk/Treasurer Murphy commented that the last grant didn't go through for this year's flowers. Discussion ensued. Street Commissioner Losey warned how much you can hang off the light posts. Losey said that some banners and flowers will be turned around this year as people were hitting them with their cars. Greenwell asked if the village could contribute money towards the flowers and streetscapes. Trustee Breithaupt mentioned we should look into getting another grant. Resident Barbara Bonz inquired about getting more banners to put up. Further discussion ensued. Clerk/Treasurer Murphy suggested finding out the cost of these projects and the council can approve or deny them.

Trustee Scott Latva – Latva had a question on if the Admirals Point association was in the village. Admirals' point is outside the village limits.

Clerk- Treasurer Jennifer Murphy-

Deputy Clerk Craig Wilson – Wilson informed the council that several zoning questions and requests have come in. He asked the council who to refer them too since Greg Babcock is no longer acting as the Zoning Administrator. Barbara Bonz commented that her neighbor David Cenefels was interested in the position and had emailed over the summer and hadn't heard back. Wilson responded that he had just recently received an email from David Cenefels who owns a home at 7831 Lake St. Cenefels, in his email, had inquired on the two open Planning & Zoning seats. Wilson said he had forwarded Cenefels email and resume on to the council. Wilson said that he had encouraged Cenefels to attend a village council meeting to introduce himself and inform the council of his intent to join the Planning & Zoning board. Discussion ensued.

Wilson reported that Doug Larson from 7305 Chicago St. had his mailbox damaged by the snowplow and would like to be reimbursed.

Motion by Trustee Gail Greenwell to refund Doug Larson for damage to his mailbox. Seconded by Trustee Scott Latva. All votes in favor. 4/0. Motion carried.

Wilson reported that he had received an email from Bob Evans who lives at 7664 Cantrell St. Wilson provided a photo of a street sign to the council that Evans sent over. Evans suggested the village consider getting a sign placed at the crosswalks that have flashing lights when people are trying to cross the highway. Greg Babcock commented that you would need to contact MDOT as they have the authority over US 31. Discussion ensued. Street Commissioner Jason Losey commented that you would need to have electric run to it and a battery backup installed. Trustee Jamie Breithaupt suggested we need to invest in something to help people cross over the highway safely before there is a fatality. Trustee Scott Latva commented that we need a stoplight. Greg Babcock responded that option has been looked into in the past and was denied by MDOT. Further discussion ensued.

Wilson reported having received a call from Alta Holmes who resides at 6824 River St. Holmes is having issues with the large pile of snow next to her house. It is causing her home to be cold and wet when it melts. Holmes has called in on the same issue in previous years. Jason Losey commented that the village has been piling snow there for years. The village keeps Holmes driveway open as a good gesture. Discussion ensued. Trustee Gail Greenwell commented that she would reach out to Holmes to discuss the issue.

Street Commissioner-Losey reported that he has tagged 2 cars on River St. for overnight parking. Losey said he will have to have them towed if they continue to park there. Ordinance Officer/ Trustee Jamie Breithaupt asked Losey to let him know and Breithaupt can issue them a citation.

Ordinance Enforcement Officer Jamie Breithaupt- Reported he will be sending out a letter to the owner of the camper in the alleyway off Lake Street.

Monthly Bills: Motion by Trustee Scott Latva to pay the current monthly bills. Seconded by Trustee Mark Fairbairn. All votes in favor. 4/0. Motion carried.

Public Comment: Stephanie Marchbanks mentioned that any time spent discussing the program can go towards the time required to go towards obtaining a grant from FEMA. Marchbanks handed out a sheet to be filled out recording the time that the topic was discussed.

Adjournment: Motion by Trustee Mark Fairbairn to adjourn the meeting. Seconded by Trustee Scott Latva. All votes in favor. 4/0 Motion carried.

Meeting adjourned at 7:15 pm.

