

**VILLAGE OF CASSOPOLIS
WORKSHOP MEETING
October 30, 2017**

President Johnson called the Workshop Meeting of the Cassopolis Village Council to order at 6:30 p.m.

Roll Call:

Council Members Present: Yoder, Parsons, Jackson-Ash, Johnson and Williams
Council Members Absent: Wagner & Sims

Pledge of Allegiance was given in unison.

Approval of Agenda: Yoder motioned, seconded by Jackson-Ash to approve the agenda as presented with moving up the discussion for Vactor Truck, Don Horne Play Equipment and School Antenna on Water Tower.

Motion Carried.

Public Comment(s) on Agenda Items: None.

Master Plan Presentations

- A. Beckett&Raeder: They have been in business for 50 years and will collaborate with MSU to work on the master plan for the Village. They want to provide one functional plan that includes all the plans that we need including a facility maintenance plan. This company will elicit community involvement and assist with finding funding for the feasible recommendations.
- B. McKenna: This company worked on our last master plan and is familiar with the situations of the Village. They want to know what we want for the Village and believe in engaging all user groups. Their approach would be market based and match up zoning with these plans.
- C. Wightman: Wightman has worked with the Village on many different areas for a long time. They are proposing a citizen and stakeholder led plan to discover what the goals are. They would also provide a conceptual plan for a new DPW or DPW/Village Hall building and ideas for a streetscape.

Updates:

- A. Vactor Truck: There is a 6-month warranty on two of the parts and no standard warranty on the repairs, but Jack Doheny will stand behind their work for 60-90 days; after that, it would be on a case-by-case situation. A rebuilt vactor truck around the same age would be \$165,000. Jack Doheny recommends full service maintenance every 500 hours or about once a year. The useful life on our current truck is 5 years, but can be extended additional years with good maintenance. They can also order the parts needed for DPW to do some of the minor repairs themselves.
- B. Don Horne Play Equipment: The play equipment has been installed at Don Horne park. There was some discussion on the location of the equipment.

Discussion & Action Items:

- A. School Antenna on Water Tower: The Village was informed that the Wi-Fi at the school is having problems and they believe that the best location for a Wi-Fi antenna would be on top of the water tower. If the Council would like to move forward with this policies and procedures would need to be set in place.

- B. Manager Evaluation (See Attachment 1): Council would like to wait until all members are present to decide which form they will use; some members voiced their disagreement with that and discussed whether the evaluations should be presented as anonymous.
- C. Resolution to Rescind MOU: This resolution would get rid of the MOU, which changed the billing process and did away with the large true-ups at the end of the year. The MOU is not working as well as hoped. We would then follow the billing process stated in the contracts.

Miscellaneous Council Concerns/Items:

Jackson-Ash asked about the vision of the previous master plan and stated her concern with the results of that. She also asked about the date and time for trick-or-treat and her opinion on the Main Street and the Village involvement with it.

Yoder asked about leaf pickup, spoke on her opinion of the Village staff with Main Street, the football banners invoice and the use of Village light poles. said she had questions about leaf pickup.

Williams spoke on rescheduling the next regular meeting and expressed his concern about the last Main Street event.

Public Comments-Non Agenda Items:

Manager informed everyone about the process for leaf pickup this fall, spoke on the master plan presentations and requested clarification on how the Council would like to handle collaboration with the Main Street going forward, which will be voted on at the next regular meeting.

Manager Sarratore stated that Resolution 2017-08 was passed, but for banking purposes, we need to state that Cheri Martine has retired and is to no longer be a signer on the Village bank accounts.

Ted Gogol spoke about the trees on Lakeshore Drive and informed everyone that AEP will be taking some of those trees down and the next Stone Lake Board meeting will be held next Thursday at 4pm to discuss treatment and next year's plans.

Announcements: None.

Adjournment:

President Johnson declared the meeting adjourned at 8:55 p.m. by unanimous agreement.

Respectfully submitted: _____
Tonia Betty, Village Clerk

Reviewed by: _____
David L. Johnson, Village President