

**VILLAGE OF CASSOPOLIS
WORKSHOP MEETING
March 26, 2018**

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, Williams & Wagner
Council Members Absent: Sims

Pledge of Allegiance was given in unison.

Approval of Agenda: Wagner motioned, seconded by Williams to approve the agenda moving Item F to Item A.

Motion Carried.

Public Comment(s) on Agenda Items:

Tyler First lives on Fulton St. and wants to do a neighborhood easter egg hunt with about 6 families and is requesting to have the intersection of Jefferson and South Fulton blocked off for about an hour on Saturday, March 31st from 5-6 pm. Superintendent Anderson and Chief LaValle will work with Tyler First on handling this. (See Attachment)

Discussion & Action Items:

- A. Parkshore/Via Duct Project (See Attachment 6): Mickey Bittner discussed this local street project with the Council. We receive multiple complaints on this street and we have some water issues here and the base of the road is being washed out. A portion of this street falls within the railroad right of way so we will have to get a permit from them; also an easement may need to be obtained for a retention pond on the north side of Parkshore Drive. We cannot get funding for local streets, so the money for this project will have to come from the Local Streets fund, Major Streets fund and General fund. The project will likely begin the spring of the 2018-2019 fiscal year. We will have to begin the process early because it will take a while to get everything going. Council also discussed a different location for the retention pond, the process of getting a permit from the railroad and other options to beautify the viaduct.
- B. Investment Policy (See Attachment 1): We would like to invest \$2 million of Village surplus funds with two different companies. Meeder Investment will be used for long-term investments and Michigan Class for short-term investments. These investments have the potential of bringing in an additional \$20,000 to the Village. Council also discussed the custodian banks and insurance on these funds.
- C. Retirement Policy (See Attachment 2): Nationwide currently invests the retirement funds of Village employees. A transition to MERS (Municipal Employees' Retirement System) will provide a better rate of return for the employees and impose less fees, which will help build their retirement accounts. It is recommended that every employee put away 14% of their current income in order to be prepared for retirement. Right now our employees are putting away 8%. This plan will allow the employees to put in more of their income pre-tax and next year we can re-visit the option of the Village putting in more to help the employees get to that 14%.
- D. Golf Cart Ordinance (See Attachment 3): A resident asked if the Village can discuss the option of allowing golf carts to be driven on streets in the Village. Chief LaValle spoke to Sheriff Behnke who

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informed him that he did not recommend allowing golf carts to be driven in any community. It can be a hazard and dangerous if an accident happened. The Council does not see the demand or need to move forward with this.

- E. Laptops/Lien for Squad Cars (See Attachment 4): Some money was placed in the budget this fiscal year to outfit the squad cars with laptops and lien software. A meeting was held with our IT company and County IT to find out what would be needed. Pathfinder Networks provided the lowest quote for the items and the IT work. There will be additional yearly licensing costs for this as well. The officers will have the ability to prepare logs and write reports from the vehicles.
- F. 2018/2019 Draft Budget (See Attachment 5): The big projects for the 2018/2019 fiscal year have been summarized on the front page with the detail of the draft budget on the pages following. Council discussed an additional local street project. Superintendent Anderson explained the need for the equipment purchases, which include more efficient plowing, cemetery needs and service boxes. Some of the other projects discussed were the master/facilities/parks plans, building specs and the asset management plans for sewer and water.

Updates

- A. Master Plan Schedule (See Attachment 7): The attachment details the schedule for the master plan as of right now. There are four panels that were created to dive in deeper on multiple areas of the Village: Stone Lake, Neighborhood and Housing, Parks and Industrial Park. The master plan will still work in tandem with the MSU Imagine Cass project. The Master Plan proposal may be ready by the second week of December, the Facilities Plan may be completed soon and the Parks Plan will begin soon thereafter. MSU is focusing on the downtown area.
- B. Imagine Cass: The next meeting is Wednesday, May 9th at Sam Adams Elementary School. There will be diagrams and design work; food will also be provided. Everyone will have the ability to write what they like and don't like about what is presented.

Miscellaneous Council Concerns/Items

Village Manager Sarratore announced that on April 11 at 1pm there will be a statewide tornado drill. She spoke about the renovations at the locations purchased by Christian Gogol and the construction being done on Lakeshore Drive by Ted Gogol.

Yoder asked about the weather siren testing since she has not heard it the past couple of months. She also asked for an update on the coffee shop. Village Manager Sarratore informed her that we did not get awarded the USDA grant for the coffee shop, but there is a crowdfunding grant that we will apply for through MEDC. Chief LaValle will look into the weather siren.

Christian Gogol spoke on the lease for the downstairs area of his buildings. The company coming in is Contract Land Staff; they were in need more space and will be making the move from Dowagiac. They are hoping to move in shortly and the office will have about 20-40 employees. They are currently working on how to combine the bottom space of both buildings. The upstairs will be 4 apartments and there is already interest in them.

Public Comments-Non Agenda Items:

Ted Gogol wanted to thank the Village Manager for her go-to capabilities in helping to get some permitting issues resolved. He expressed it is great to work in a community that is solution oriented and helpful.

Announcements: None.

Adjournment:

President Johnson declared the meeting adjourned at 8:00 p.m. by unanimous agreement.

Respectfully submitted: _____
Tonia Betty, Village Clerk

Reviewed by: _____
David L. Johnson, Village President