

OFFICIAL MINUTES OF MAYVILLE VILLAGE COUNCIL MEETING September 19, 2017

(Minutes unapproved until next council meeting)

The Village Council of Mayville, Michigan held a Regular Meeting at the Mayville District Public Library Community Room on September 15, 2017. The meeting was called to order at 7:00 p.m. by Barbara Valentine, Village President, with the following officers and Trustees present: Susan Atkinson, William Barkowska, Steve Charette, Roxann Hiiter and Sue Marlow.

Absent – None

Employees Present – Terry Blackmer, Tony Coln, Robert Hiiter, Lisa Haubenstricker and Mike Glasgow.

Guests – 7

Invocation – Terry Blackmer did the invocation.

Pledge of Allegiance

Gardner, Provenzano, Thomas & Luplow – The audit report for fiscal year ending March 31, 2017 was presented by Heather Thomas – Verhaeghe. Moved by Marlow, supported by Atkinson to approve the audit as presented. Yes 6 No 0. Motion Carried. Moved by Marlow, supported by Atkinson to hire Gardner, Provenzano, Thomas & Luplow for current fiscal year. April 1, 2017 – March 31, 2018. Yes 6 No 0. Motion Carried.

Communications – President Valentine informed the council about an e-mail correspondence received from J. Bitzer inquiring about possible grant opportunities available for Gerds property.

Mayville Downtown Development Authority – Moved by Atkinson, supported by Marlow to accept the resignation of Jill Fox with regret from the Mayville Downtown Development Authority effective immediately. Yes 6 No 0. Motion Carried.

Village Clerk Haubenstricker reported to the council that she has been served a summons and complaint and will be forwarding it on to the insurance company.

Public Comments – None

Consent Agenda – Moved by Charette, supported by Barkowska that the following item contained in the consent agenda be approved and adopted: a) Approval of Minutes August 1, 2017. Yes 6 No 0. Moved by Valentine, supported by Atkinson that the following item contained in the consent agenda be approved and adopted b) Approval of Minutes, August 15, 2017. Yes 6 No 0. Moved by Charette, supported by Barkowska that the following item contained in the consent agenda be approved and adopted c) Approval of Bills, September 19, 2017. Yes 4 No 2. Motion Carried.

Zoning and Permit Fee Schedule – Moved by Charette, supported by Marlow to approve the following Zoning and Permit Fee Schedule. Yes 6 No 0 Motion Carried.

Village of Mayville Building Department Zoning and Permit Fees

Zoning Administration Fees

Site Plan Review – Multiples (Conversion) (REQUIRED APPROVAL: PLANNING & ZONING)	\$ 500
Site Plan Review – Commercial, Industrial (New) (REQUIRED APPROVAL: PLANNING, ZONING, COUNCIL)	1,000
Site Plan Review – Commercial, Industrial (Addition) (REQUIRED APPROVAL: PLANNING, ZONING, COUNCIL)	350
Enterprise Zone (SEE REQUIREMENTS) (REQUIRED APPROVAL by PLANNING, ZONING, COUNCIL)	0
Site Plan Review – Residential	150
Zoning Permit – Residential (ISSUES NOT REQUIRING PLANNING APPROVAL) (REQUIRES ZONING APPROVAL)	25
Variance – Residential (ISSUES REQUIRING PLANNING APPROVAL) (REQUIRES ZONING APPROVAL)	150
Special Meeting Fee	300
Vacation of Streets and Alleys	750
Lot Split	200
Planning Commission Special Use Approval (SEE SLUR & SLUP REQUIREMENTS)	1,200
Council Approvals	300
Rezoning (REQUIRES PLANNING APPROVAL) (REQUIRES ZONING APPROVAL) (REQUIRES COUNCIL APPROVAL)	1,000
Zoning Letter Verification	25

Letter of Interest – Moved by Charette, supported by Barkowska to send letter of interest to Mayville State Bank expressing interest in inquiring the Downtown Branch for administrative offices. Yes 6 No 0. Motion Carried.

Office Assistant Posting – Moved by Valentine, supported by Charette to post for a part- time office assistant position. Yes 6 No 0. Motion Carried.

Administrative Review Request Form – Moved by Charette, supported by Valentine to approve the Administrative Review Request Form as presented. Yes 6 No 0. Motion Carried.

Trick or Treat Hours – Moved by Charette, supported by Marlow to have trick or treating on Tuesday, October 31, 2017 from 6 p.m. to 7 p.m. in the Village. Yes 6 No 0. Motion Carried.

Trunk or Treat – Moved by Charette, supported by Marlow to close down Fulton Street from Turner Street to Main Street from 5 p.m. to 7 p.m. to allow trunk or treating on Tuesday, October 31, 2017 from 5 p.m. to 7 p.m. Yes 6 No 0. Motion Carried.

Mayville Downtown Development Authority – Moved by Marlow, supported by Atkinson to appoint Judy Chesney and Bill Coleman to the board for a two-year term. Yes 6 No 0. Motion Carried.

House for Sale – 25 Turner Street – Moved by Marlow, supported by Atkinson to list the house for sale. Yes 6 No 0. Motion Carried.

Department Reports

DPW - The DPW Activity Report for September 2017 was reviewed by the council.

Pole Saw – Moved by Charette, supported by Atkinson to approve up to \$700 to purchase a pole saw for the DPW. Yes 6 No 0. Motion Carried.

Police Department Report – The August 2017 report was reviewed by the council.

Parade Permit – Moved by Marlow, supported by Atkinson to approve the parade permit for Mayville High School Homecoming Parade on Friday, September 22, 2017 at 5:30 p.m. Yes 6 No 0. Motion Carried.

Fire Department Report – The September 2017 report was reviewed by the council.

Zoning Report – No Report.

Planning Commission – The proposed September meeting minutes were reviewed by council.

Public Comments – None

Adjournment - Moved by Charette, supported by Marlow to adjourn at 8:50 p.m. Yes 6 No 0. Motion Carried.

Barbara Valentine
Village President

Lisa Haubenstricker
Village Clerk