

**OFFICIAL MINUTES OF MAYVILLE  
VILLAGE COUNCIL MEETING  
NOVEMBER 17, 2020**  
(Official Minutes)

The Village Council of Mayville, Michigan held a Regular Meeting at the Mayville District Library on November 17, 2020. The meeting was called to order at 7:00 p.m. by President Barbara Valentine, with the following officers and Trustees present: Susan Atkinson, Sue Marlow, Susan Shaver and Kelly Torrey.

**Absent** – None

**Employees Present** – Police Chief Louis Cook and Clerk Kayla Reed

**Guests** – 3

**Swearing in of Council** - Re-elect President Valentine and Trustee Atkinson  
Newly Elected Trustees Susan Shaver and Kelly Torrey.

**Pledge of Allegiance - Invocation** - led by Police Chief Louis Cook

**Public Comments** -

**Consent Agenda** –

- a) Approval of Regular Council Meeting Minutes October 27th, 2020
- b) Approval of Regular Council Meeting Minutes November 3rd, 2020
- c) Approval of Bills as Presented

Moved by Atkinson 2nd by Shaver to approve October 27th and November 3rd Regular Meeting Minutes along with Bills as presented.

**Roll Call Vote - Marlow - Y Torrey - Y Atkinson - Y Shaver - Y Valentine - Y**

**Motion Carried**

**Action Items** - (Motion Needed)

- a) **Village Council Rules and Procedures** -

Moved by Marlow 2nd by Atkinson to Accept Village Council Rules and Procedures.

**Roll Call Vote - Torrey - Y Shaver - Y Marlow - Y Atkinson - Y Valentine - Y**

**Motion Carried**

- b) **Appoint Village President Pro - Tempore** - President Valentine Nominates Trustee Susan Atkinson as Village President Pro - Tempore.

Moved by Marlow 2nd by Torrey to Appoint Trustee Susan Atkinson as Village President Pro - Tempore.

**Yes - 5 No - 0**

**Motion Carried.**

c) **Appoint Village Parliamentarian** - President Valentine Nominates Clerk Kayla Reed as Village Parliamentarian.

Moved by Torrey 2nd by Atkinson to Appoint Clerk Kayla Reed as Village Parliamentarian.

**Yes - 5 No - 0**

**Motion Carried.**

d) **Appoint Village Zoning Administrator** - President Valentine Nominates Steve Charette as Zoning Administrator.

**Discussion** - 1 yr term with requirement to attend the 1st Wednesday Planning Commission and 3rd Tuesday Council Meeting of each month

Moved by Atkinson 2nd by Marlow to Appoint Steve Charette as Village Zoning Administrator for a 1yr term with Meeting requirements.

**Yes - 5 No - 0**

**Motion Carried.**

e) **Bank Signature Cards** - Need to Remove Previous Trustee Bill Barkowska from ALL Bank Accounts at Mayville State Bank and Frankenmuth Credit Union.

Moved by Atkinson 2nd by Torrey to Remove previous Trustee Bill Barkowska from ALL Bank Accounts at Mayville State Bank and Frankenmuth Credit Union.

**Yes - 5 No - 0**

**Motion Carried.**

f) **Smart Meter Installation** - Unfortunately with Covid and the required Policies, we are not able to complete the Smart Meter Installs ourselves. This needs to be finished for numerous reasons ie.. Monthly Billing transition for easier budgeting for residents as Sewer Project fees increase, the Grant needs to be finalized and wrapped up which requires job completion and also Billing purposes in general. We have approximately \$13,000 left remaining in the Grant. We have a Quote for \$44,766.25 from a reputable company out of Kentucky - Vanguard Utility Service. The remaining cost would be split equally between Water and Sewer Funds.

Moved by Marlow 2nd by Atkinson to Approve up to \$44,766.25 for Smart Installation.

**Discussion** - Will not be more than the \$44,766.25, hoping for less. Our representative from Michigan Pipe and Valve is trying to work out a better price, and will follow up at the next meeting.

**Roll Call Vote - Marlow - Y Torrey - Y Shaver - Y Atkinson - Y Valentine - Y**

**Motion Carried**

g) **Covid Policy Resolution -**

**VILLAGE OF MAYVILLE**

**TUSCOLA COUNTY, MICHIGAN**

**RESOLUTION ADOPTING VILLAGE OF MAYVILLE COVID-19 EMPLOYMENT POLICY**

**PURSUANT TO October 14, 2020, MICHIGAN occupational safety and health administration**

**emergency rules and November 15, 2020, Michigan Department of Health and Human Services**

**Emergency Order under MCL 333.2253**

**RESOLUTION NO. 20- 1117**

**DATED: November 17, 2020**

At a regular meeting of the Village of Mayville Village Council, Tuscola County, Michigan, held at the Village of Mayville District Library located at 6090 Fulton Street, Mayville, MI 48744 on the 17th day of November 2020, at 7:00 p.m. the following Resolution was introduced and adopted:

**PRESENT:** Sue Atkinson, Sue Marlow, Susan Shaver, Kelly Torrey and President Barbara Valentine.

**ABSENT:** None

**RESOLUTION ADOPTING VILLAGE OF MAYVILLE COVID-19 EMPLOYMENT  
POLICY PURSUANT TO October 14, 2020 MICHIGAN occupational safety and health  
administration emergency rules and November 15, 2020, Michigan Department of Health and  
Human Services Emergency Order under MCL 333.2253**

WHEREAS, on or about October 14, 2020, the Michigan Occupational Safety and Health

Administration (“MIOSHA”) enacted Emergency Rules in regard to COVID-19.

WHEREAS, said Emergency Rules require all employers to “create a policy prohibiting in-person work for employees to the extent that their work activities can feasibly be completed remotely.”

WHEREAS, on or about November 15, 2020, the Michigan Department of Health and Human Services (“MDHHS”) issued an Emergency Order under MCL 333.2253, which, among other things, prohibits indoor gatherings at “non-residential venues.”

WHEREAS under the MDHHS Emergency Order, workplace gatherings are only permitted to the extent that they comply with MIOSHA’s aforesaid Emergency Rules.

WHEREAS, the Village of Mayville Village Council desires to slow and stop the spread of COVID-19 and to save lives, minimize and mitigate damage, enhance the efficiency of efficacy of Village governmental operations, enhance emergency response operations and enhance and protect the lives of the Village’s employees, citizens, residents and property owners.

WHEREAS, the Village of Mayville Village Council desires to comply with the requirements of the aforesaid Emergency Rules and Emergency Order.

WHEREAS, the Village of Mayville Village Council has determined that the adoption of this Resolution will serve to effectuate the goals and desires stated above and will benefit the health, safety, and welfare of the residents and property owners of Village of Mayville.

WHEREAS, the instant Resolution shall serve as Village of Mayville's Policy in conformance with the aforesaid Emergency Rules and Emergency Order.

NOW, THEREFORE, BE IT RESOLVED:

1. MIOSHA's aforesaid Emergency Rules are fully incorporated herein by reference as though said Emergency Rules were fully restated herein word-for-word. Said Emergency Rules are attached to this Resolution as **Exhibit A**.

2. MDHHS's aforesaid Emergency Order is fully incorporated herein by reference as though said Emergency Order were fully restated herein word-for-word. Said Emergency Order is attached to this Resolution as **Exhibit B**.

3. It shall be the policy of the Village of Mayville that any in-person/in-office Village work activities which can feasibly be completed remotely shall, in fact, be completed remotely by Village employees. Any in-person/in-office work activities to be performed by Village employees are hereby prohibited to the extent that said work activities can feasibly be completed remotely. The Village hereby encourages all Village employees to complete their work activities remotely to the extent feasible.

4. The Village Council of the Village of Mayville hereby empowers to the Village of Mayville President to implement this Policy on a day-to-day basis and to determine the feasibility of completing work remotely for each employee of the Village.

5. This policy is subject to change at any time pursuant to the discretion of the Village Council.

6. This policy shall expire on December 8, 2020, at 11:59 p.m. unless it is extended by the Village Council.

7. The instant Resolution/Policy shall be available for review, inspection and copying on the Village of Mayville website and at the Village of Mayville Governmental Offices.

8. All resolutions or parts of resolutions insofar as they conflict with the provisions hereof are rescinded to the extent of such conflict.

This RESOLUTION was offered by Council member Marlow, supported by Council member Shaver at a meeting on November 17, 2020. The members of the Village Council voted as follows:

YEAS: Members – Shaver, Atkinson, Marlow, Torrey and Valentine

NAYS: Members - None

The foregoing Resolution was duly adopted at a regular meeting of the Village of Mayville Village Council held on the 17th day of November, 2020.

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Barbara Valentine

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Kayla Reed

President of the Village of Mayville

Clerk of Mayville Village

**\*\*\*The Village Clerk's Certification is contained on the following page\*\*\***

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Moved by Marlow 2nd by Shaver to Adopt the Resolution Adopting Village of Mayville Covid -19 Employment Policy Pursuant to October 14, 2020 Michigan Occupational Safety and Health Administration Emergency Rules and November 15, 2020 Michigan Department of Health and Human Services Emergency Order under MCL 333.2253

**Roll Call Vote - Shaver - Y Atkinson - Y Marlow - Y Torrey - Y Valentine - Y**

**Motion Carried**

**President Updates -**

- a) **CDBG Grant Progress** - SHPO is done. Grant Contract is done. Approved previously. Will have the final contract at the next meeting 12/1/2020.
- b) **Sewer and Lagoon Project Updates** - Submitted Final Design to EGLE in Oct, Has 90 days to Approve and then USDA has 30 days to Approve. Should be out for bid by March 2021.
- c) **DWAM Grant Updates** -
- d) **BIZ (Business Improvement Zone)** - An alternative to the DDA. Aside from no access to taxpayer money, run by businesses and would only cover the business district (Main & Fulton).

**Department Reports -**

D.P.W - No report given

Police Department Report - Monthly report presented by Police Chief Louis Cook.

Fire Department Report - No report given.

Zoning Report - Verbal update from President Valentine. 2 Permit approvals- 1 for fence and 1 for Shed.

Planning Commission - Verbal report by Randy Valentine

**Public Comments** - None

**Adjournment** - Moved by Marlow 2nd by Atkinson to adjourn at 8:41 p.m.

**Yes - 5 No - 0**

**Motion Carried.**

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Barbara Valentine  
Village President

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Kayla Reed  
Village Clerk