

**OFFICIAL MINUTES OF MAYVILLE  
VILLAGE COUNCIL MEETING  
JUNE 20, 2023  
(Official)**

The Village Council of Mayville, Michigan held a **Regular** Meeting at the Fire Hall on June 20th, 2023. The meeting was called to order at 7:00pm. by Steve Charette, Village President, with the following officers and Trustees present: Kathy Freeland, Beau Shaver, and Kristen Valentine.

**Absent** -

**Employees Present** – Police Chief Louis Cook, DPW Employee Lavern Franks, Fire Chief Terry Blackmer, & Clerk Kayla Reed.

**Special Guest** -

**Guests** – 40

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

**Acknowledgment of Special Presentations** -

**Consent Agenda-**

**Approval of Regular Council Meeting Minutes for May 16, 2023 -**

Motion by B. Shaver 2nd by K. Freeland to Approve Regular Council Meeting Minutes for May 16, 2023

**Roll Call Vote - K. Freeland - Y    B. Shaver- Y    K. Valentine - Y    S. Charette- Y**

**Motion Carried**

**Approval of Bills as Presented -**

Motion by K. Valentine 2nd by K. Freeland to Approve Bills as presented.

**Roll call vote - K. Valentine - Y    B. Shaver - Y    K. Freeland - Y    S. Charette - Y**

**Motion carried**

**Action Items** -

**USDA Invoice Request -**

Motion by B. Shaver 2nd by K. Valentine, to Approve 1 invoice for Progress Payment #4 to Fisher Contracting for \$858,219.54 be submitted to USDA for payment.

**Roll call vote - K. Freeland - Y    K. Valentine- Y    B. Shaver - Y    S. Charette - Y**

**Motion carried**

**Waive Penalty for Water Bills due May 15th (Software Issue)** - This was discussed last month, no motion was made. Clerk requests for a motion. No Penalties were charged for that billing.

Motion made by K. Freeland 2nd by B. Shaver to Waive Penalties for the due May 15 water bills due to the software issues..

**Yays - 4 Nays – 0**

**Motion Carried**

**L-4029 Approval** -

Motion made by B. Shaver 2nd by K. Freeland to Approve the L-4029 form as presented.

**Roll Call Vote - K. Freeland - Y B. Shaver- Y K. Valentine - Y Charette- Y**

**Motion Carried**

**Personnel Policy Handbook Updates** -

Motion made by K. Freeland 2nd by B. Shaver to Approve the Updates to the Personnel Policy Handbook as presented.

**Roll Call Vote - K. Valentine - Y B. Shaver- Y K. Freeland - Y Charette- Y**

**Motion Carried**

**Audit Engagement Letter** -

Motion by K. Valentine 2nd by B. Shaver, to Approve Audit Engagement Letter.

**Roll call vote - K. Freeland - Y K. Valentine- Y B. Shaver - Y S. Charette - Y**

**Motion carried**

**Department Reports** -

**Manager Report** - Monthly report submitted by Village Manager Barbara Valentine presented by Village President Steve Charette.

**D.P.W** - No Report submitted.

**Fire Department Report** – Monthly report presented by Fire Chief Terry Blackmer.

**Police Department Report** – Monthly report presented by Police Chief Louis Cook.

**Zoning Report** – No report submitted..

**Planning Commission** - Monthly report presented by Planning Chairperson Cecilia Kapcia.

**Public Comments -**

Several residents posed questions that will be discussed at the next meeting.

**Adjournment** – Moved by B. Shaver, 2nd by K. Valentine to adjourn at 7:57 pm.

**Yays - 4 Nays – 0**

**Motion Carried**

**Meeting Adjourned.**

  
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Kayla Reed  
Village Clerk

  
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Steve Charette  
Village President