

**OFFICIAL MINUTES OF MAYVILLE
VILLAGE COUNCIL MEETING
SEPTEMBER 19, 2023
(Official)**

The Village Council of Mayville, Michigan held a **Regular** Meeting at the Village Hall on September 19th, 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 Employees Joe Werner, Assistant Fire Chief Jason Bellor, & Clerk Kayla Reed.

Guests – 19

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

Acknowledgment of Special Presentations -

Communications - Trustee Kristen Valentine would like to see movies in the park this fall and a Farmers Market next spring. More discussion to come on these topics.

Consent Agenda-

Approval of Regular Council Meeting Minutes for August 15, 2023 -

Motion by K. Valentine 2nd by K. Freeland to Approve Regular Council Meeting Minutes for August 15, 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 -

1. Motion by B. Shaver 2nd by K. Freeland, to Approve 1 invoice for Progress Payment #7 to Fisher Contracting for \$117,184.73 be submitted to USDA for payment.

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

Motion carried

2. Motion by K. Freeland 2nd by B. Shaver, to Approve 1 invoice to Spicer Group for \$7,653.50 be submitted to USDA for payment.

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

Motion carried

Trick or Treat Times & Halloween Festivities -

Close Fulton St at 4:30pm for Trunk or Treat setup, Trunk or Treat from 5:30 to 6:00, Trick or Treat 6:00 - 7:00 with Whistle (Beginning & End) on Tuesday October 31st.

After Trick or Treating the Lions Club will have hot dogs and cider at the Fire Hall and the Fire Department will be doing candy checks. We will be ordering Yard Signs to advertise events.

Contests - Costume and Trunk Judging will be at 5:55pm in front of Willow Bee Yoga (for sound system availability). **Must Be Present to Win!!**

Costume - 2 age groups - 0-5 Years - 6-12 Years

Best Decorated Trunk -

Best Decorated House in Town - Must register to participate. Clerk@villageofmayville.org or 989.843.6423

Fire Department will Judge Houses on Saturday October 28th

Prizes -

Costume - 1st \$25.00 2nd \$15.00 3rd \$10.00

Best Decorated Trunk -1st \$25.00 2nd \$15.00 3rd \$10.00

Best Decorated House in Town - 1st \$50.00 2nd \$30.00 3rd \$20.00

Total Prizes \$250.00

Yays - 4 Nays – 0

Motion Carried

Meeting Schedule - Move to 1 monthly scheduled meeting for the remainder of 2023.

Motion made by S. Charette 2nd by B. Shaver to Cancel October 3rd, November 7th and December 5th 2023 Council Meetings.

Yays - 4 Nays – 0

Motion Carried

Planning Commission Appointment - Fill Josh Sherman's '25 Vacancy.

Motion made by K. Valentine 2nd by B. Shaver to Appoint Roger Huntley to the Planning Commission.

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

Motion carried

Update Payroll Resolution - See Attached

Motion by K. Valentine 2nd by B. Shaver to Approve and Adopt the presented updated Payroll Resolution.

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

Motion Carried

**RESOLUTION TO APPROVE SALARIES AND WAGES FOR
THE VILLAGE OF MAYVILLE FOR THE REMAINDER OF FISCAL YEAR
APRIL 1, 2023 TO MARCH 31, 2024**

At a meeting of the village of Mayville Village Council on Tuesday, September 19, 2023, at 7:00 P.m. in the Mayville Village Hall, 6104 Fulton Street, Mayville MI, the following resolution was presented by Steven Charette, Village President:

WHEREAS, the Village of Mayville employs a Village Manager, Clerk/Deputy Treasurer, Lien Certified Office Administrator, DPW Sewer Operator, a DPW Buildings and Maintenance Supervisor, DPW Water Operator, 2 DPW Workers, a Zoning Enforcement Officer, Interim Zoning Enforcement Officer, and a Chief of Police on a full time, part time, or irregular part time basis, and

WHEREAS, the Village Council has approved the following Salaries and Wages for the remainder of the 2023 – 2024 fiscal year:

1. Chief of Police, \$24.41 Per Hour, 32 Hours Per Week
2. Zoning Enforcement Officer, \$20.60 Per Hour, 20 Hours Per Week
3. Interim Zoning Enforcement Officer, \$20 Per Hour, 20 Hours Per Week
4. DPW Sewer Operator, \$20.99 Per Hour, 40 Hours Per Week
5. DPW Water Operator, \$25.00 Per Hour, 20 Hours Per Month
6. DPW Buildings and Maintenance Supervisor, \$20.07 Per Hour, 32 Hours Per Week
7. Village Manager, \$30 Per Hour, up to 25 Hours Per Week with No Benefits, Vacation, or Personal Time
8. Clerk/Deputy Treasurer, \$22.60 Per Hour, 18 Hours Per Week
9. Lien Certified Office Administrator, \$20.00 Per Hour to Start, 18 hours Per Week
10. DPW Worker #1, \$19.20 Per Hour, 24 hours Per Week
11. DPW Seasonal Full-Time Worker with CDL, \$19.50 per hour, 40 Hours Per Week during the Winter Season

NOW, THEREFORE, BE IT RESOLVED that the Council of the Village of Mayville does resolve to adopt these salaries and wages for the remainder of the Fiscal Year of April 1, 2023, to March 31, 2024.

CERTIFICATION: I hereby certify that the foregoing is a true and complete resolution adopted by Village Council for the Village of Mayville at a meeting held this 19th day of September, 2023.

YEAS: B. Shaver, K. Valentine, K. Freeland, S. Charette

NAYS:

ABSTAIN:

ABSENT:

Kayla Reed
Kayla Reed
Mayville Village Clerk

Steven Charette
Steven Charette
Mayville Village President

Department Reports -

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

D.P.W - Monthly report presented by Joe Werner.

Have 2 Quotes for pavement marking on Main St. Need Approx 18,000 feet of striping and 500 foot of crosswalk

1. PK Contracting - \$.18 per foot and \$1.50 per foot crosswalk = Approx \$3990.00

2. Michigan Paving - \$.12 per foot and \$1.75 per foot crosswalk = Approx \$3035.00

Motion made by K. Freeland 2nd by B. Shaver to approve and accept the quote from Michigan Paving in the amount NOT to exceed \$3,200 contingent on funding.

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

Motion Carried

Fire Department Report – Monthly report submitted by Fire Chief Terry Blackmer and presented by Assistant Fire Chief Jason Bellor.

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

Zoning Report – Monthly report submitted by Kelly Torrey.

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

Public Comments -

Two residents asked questions that will be discussed at the next meeting.

Adjournment – Moved by B. Shaver, 2nd by K. Valentine to adjourn at 8:03 pm.

Yays - 4 Nays – 0

Motion Carried

Meeting Adjourned.



Kayla Reed
Village Clerk



Steve Charette
Village President