



VILLAGE OF STOCKBRIDGE
Council Meeting
210 Wood Street, Suite 101, Room #3
July 7, 2014 at 7:00pm
APPROVED Minutes

1. Meeting called to order by President Uihlein at 7:00 pm.
 - a. **Roll Call:**
President Uihlein
Pro-Tem Wilson
Trustees Byrd
Trustee Stowe
Trustee Quintanilla
Trustee Wallace
Absent: Trustee Howlett

Present:
Clerk Nogle
Melinda Baird, Sun Times Newspaper
Citizens were also present
 - b. **Pledge of Allegiance**
President Uihlein led the pledge of allegiance.
 - c) **Approval of Agenda**
MOTION by Quintanilla, SUPPORTED by Wallace to approve the July 7, 2014 agenda as amended:

Add: e. under New Business – Blight

Motion carried with unanimous ayes.
 - d) **Approval of Minutes**
MOTION by Quintanilla, SUPPORTED by Wilson to approve the Meeting Minutes of June 2, 2014 as amended; add Uihlein to the end of Clerk Report Vote and Accounts Payable Vote, remove the extra Uihlein vote from Approval of Land Purchase.
Motion carried with unanimous ayes.
2. **PUBLIC HEARING:**
MOTION by Wallace, SUPPORTED by Wilson to close the regularly scheduled meeting and open the Public Hearing at 7:04pm.

MOTION by Wilson, SUPPORTED by Quintanilla to close the Public Hearing and open the regular meeting at 7:08pm.
Motion carried with unanimous ayes.

MOTION by Byrd, SUPPORTED by Wallace to accept the proposal as stated with conditions therein for approval dated after the conditions are met with the Planning



VILLAGE OF STOCKBRIDGE
Council Meeting
210 Wood Street, Suite 101, Room #3
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Commission for a Special Use Permit for operation of a Group Child Care Home, allowing an increase up to 12 children at 224 S. Clinton St., Stockbridge, MI 49285.

AYES: Wilson, Byrd, Stowe, Wallace, Uihlein

NAYES:

ABSTAIN: Quintanilla

ABSENT: Howlett

3. **PUBLIC COMMENT:**

4. **FINANCIAL REPORTS:**

a. **Treasurer's Report**

- Cash summary by fund report

b. **Clerk's Report:**

Nogle distributed her report to council and discussed her assignments.

c. **Accounts Payable:**

MOTION by Quintanilla SUPPORTED by Wallace to approve the accounts Payable as presented by Nogle Village Clerk in the amount of \$29,746.35.

Ayes: Byrd, Stowe, Quintanilla, Wallace, Wilson, Uihlein

Nays: None

Absent: Howlett

MOTION PASSED

5. **POLICE REPORT:**

Council reviewed the report as written by Police Chief Torres.

6. **COMMUNICATIONS:**

a. **506 E. Main Street**

President Uihlein gave an update to council on 506 E. Main Street. Wallace purchased a sump pump for the basement and needs to be ADA compliance before the village offices occupies the location.

b. **Electrical in Trees**

President Uihlein discussed downtown safety issues with exposed, cracked electrical boxes. Shane received an estimate of \$300 per box from Jimmy Collins that would replace the electrical boxes; raise them above snow levels and move away from the trees. Uihlein will address with the DDA at their next scheduled meeting.

c. **Clinton Street – Resurfacing**



VILLAGE OF STOCKBRIDGE
Council Meeting
210 Wood Street, Suite 101, Room #3
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APPROVED Minutes

Have not received a definitive date for start of resurfacing, but was told it will be after the 4th of July holiday.

7. COMMITTEES:

a. School Negotiations Committee Update

Byrd reported there has been no communication between the school and the committee. Greg recommended that Byrd give the school a call and ask when maintenance will be back from vacation.

b. Cemetery Committee Update

Stowe reported she is still trying to locate volunteers to assist in cleaning up the illegal items in the cemetery. Would like the rules enforced and persons ticketed. Quintanilla will assist with blight ordinance issues in the Village.

8. NEW BUSINESS:

a. First Reading – Purchasing Policy

Council discussed the Purchasing Policy and made the following changes to the proposed policy:

- a) *The Village President or Department Head may authorize purchase(s) of goods and services up to \$2,999.*
- b) *Expenditures greater \$2,999 and less than \$35,000 require Village Council approval prior to the purchase and formal written/fax quotes from at least three separate vendors for Formal Request for Proposal (RFP)*
- c) *The Village President and Pro-tem are authorized to make emergency purchase(s) of goods and services that directly affects the public health, welfare and safety of the Village accompanied with a signed purchase order. An emergency purchase is defined as "the purchase of supplies, materials, equipment or contract services that without said authorization would shut down the village service being provided."*
- d) *Sole Source and Single Source good and services. A Sole Source can be a manufacturer, software developer or service provider that sells direct and there are no other sources offering an "an equal". Prior to a vendor being considered, a sole source letter on the vendor's letterhead must accompany the requisition when submitted to the Village Clerk detailing their single source status.*



VILLAGE OF STOCKBRIDGE
Council Meeting
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- e) *One quotation must be obtained from local vendor, if possible. Documentation is required for each action in connection with procurement, especially if it was not possible to obtain a quote from a local vendor. Local vendors may be given up to a ten (10%) price benefit for contracts less than \$35,000. Business must be located within the boundaries of the Stockbridge School District at the time of quote.*

III. Bid Procedure

- a) *A notice inviting bids shall be published in a local publication at least ten days preceding the date set for receipt of the bid for expenditures greater than \$35,000 and up.*

MOTION by Quintanilla SECONDED by Wallace to give President Uihlein authority to enact this policy for the purpose of getting the future village office up to code.

Motion Carried Anonymously

Nogle will have the above changes made and council will approve at the August 4, 2014 Council Meeting.

b. Website – Day in the Village

Uihlein commended the Chamber of Commerce for doing a great job at the Day in the Village event. The village will assist better next year with the village website being updated dates and times.

c. Sidewalks

Stowe would like the village to be 100% responsible for maintenance of the village sidewalks. Council does not see the feasibility of funding 100% of maintenance for the entire village. Quintanilla suggested that the village conduct an assessment of the village sidewalks and the only assessment a certain percentage to the property owner.

****Council took a break****

d. First Reading – Solicitors Ordinance

Council discussed the ordinance for solicitors in the village and the costs involved. Council would like Chief Torres to review his procedures and what protocol he would need to exercise to complete the application of a solicitor. Nogle will have a second reading at the next council meeting with costs.



VILLAGE OF STOCKBRIDGE
Council Meeting
210 Wood Street, Suite 101, Room #3
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APPROVED Minutes

e. Blight

Quintanilla discussed the village needs to adopt a better blight ordinance in place of the current ordinance which is very vague, subjective and needs to be defined better in the ordinance.

9. **OLD BUSINESS:**

a. Cemetery - Perpetual Care

Stowe discussed changing the percentage of monies of the perpetual care and operational funds. Stowe is waiting on getting information from Howlett and will discuss at the next council meeting in August of possibly proposing changes in the percentages to 50% operational and 50% perpetual care funds.

b. Street Lights

Uihlein discussed the street light outages and discovered Consumers Energy is responsible for the majority of the lights in the village. The village will coordinate with Consumers Energy to have the lights repaired and/or replace bulbs.

10. **PUBLIC COMMENT**

Melinda Baird - Told council her husband hit a pot hole and caused damage to his vehicle.
Doug Mills – Discussed the solicitor’s ordinance. Complaints should be signed by the complainant. Council should establish a fund for the sidewalks.

11. **ADJOURNMENT**

MOTION by Quintanilla, SUPPORTED by Wilson to adjourn at 9:39pm.
Motion carried with unanimous ayes

Respectfully submitted:

Debbie Nogle
Village Clerk

Greg Uihlein



Village President

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