

**VILLAGE OF SEBEWAING**  
**Regular Council Meeting – August 20, 2018**

The meeting was called to order, in the Village Council Chambers, by President Alexander Khoury at 7:00 p.m.

Present: Matthew Cummings, Marcus Deering, Julie Epperson, Brandy Gunsell, Larry Heider, Alexander Khoury, Marcus Sting

Absent:

Others: Les Alexander, Linda Engelhardt, Sami Khoury, Paul Schnitker, Dave Wiltse

Motion by Epperson seconded by Cummings to approve the agenda for this meeting as presented. MOTION CARRIED.

Motion by Heider seconded by Deering to approve the minutes of the August 6, 2018 regular council meeting as presented. MOTION CARRIED.

**Public Comment**

Sami Khoury, Huron County Commissioner, provided updates on county activity.

**Committee Reports**

A. Light & Water Committee

Trustee Sting provided an update on the new Pine Street engine plant and the potential hiring of two high school co-op students.

Motion by Heider seconded by Cummings to allow the hiring of up to two high school co-op students to work for the Sebewaing Light and Water Department for the 2018-2019 school year. Deering: yea; Epperson: yea; Gunsell: yea; Heider: yea; Sting: yea; Cummings: yea; Khoury: yea.

7 yeas, 0 nays, 0 absent.

MOTION CARRIED.

B. Police Committee

Trustee Gunsell provided an update on departmental activity which includes the following: issues at 628 East Main Street have been addressed, work on the removal of blighted vehicles, changing the FOIA Coordinator for police records, allowing a high school co-op student to work in the department, addressing the dangerous structure at 532 North Miller Street, and replacing the ticket printer in one of the vehicles.

Motion by Sting seconded by Deering to appoint the Police Chief, or the designated Police Chief alternate, as the Freedom of Information Act (FOIA) Coordinator for all information requests related to police records.

Cummings: yea; Deering: yea; Epperson: yea; Gunsell: yea; Heider: yea; Sting: yea; Khoury: yea.

7 yeas, 0 nays, 0 absent.

MOTION CARRIED.

Motion by Gunsell seconded by Heider to allow an unpaid high school co-op student to work in the Police Department for the 2018-2019 school year providing the student and the parents of the student sign the required documents as determined by the Police Chief.

Deering: yea; Epperson: yea; Gunsell: yea; Heider: yea; Sting: yea; Cummings: yea; Khoury: yea.

7 yeas, 0 nays, 0 absent.

MOTION CARRIED.

Motion by Heider seconded by Cummings to proceed at 532 North Miller Street following the guidelines in the Dangerous Structure Ordinance.

Epperson: yea; Gunsell: yea; Heider: yea; Sting: yea; Cummings: yea; Deering: yea; Khoury: yea.

7 yeas, 0 nays, 0 absent.

MOTION CARRIED.

#### C. DPW Committee

Trustee Deering provided an update on departmental activity which included the lining of the sanitary sewer lines on North Miller Street, overlaying of South Miller Street, disconnecting the gas meter at 249 North Center Street, replacing the railroad tracks on Pine Street in September, and the rebuilding of the defective Hickory Court pump.

Motion by Gunsell seconded by Cummings to amend the 2018-2019 Budget adding \$30,000.00 to the Local Streets – Routine Maintenance – Contractors Account to cover the expenses associated with the overlaying of South Miller Street.

Gunsell: yea; Heider: yea; Sting: yea; Cummings: yea; Deering: yea; Epperson: yea; Khoury: yea.

7 yeas, 0 nays, 0 absent.

MOTION CARRIED.

#### D. Budget Committee

Trustee Cummings reported there is nothing new at this time.

#### E. Employee Relations Committee

Trustee Cummings reported there is nothing new at this time.

#### F. Insurance Committee

Trustee Epperson reported there is nothing new at this time.

#### G. Office Administration Committee

Trustee Deering provided updates on departmental activity.

#### H. Ordinance Committee

Trustee Heider reported there is nothing new at this time.

### **Unfinished Business**

Regarding the property at 249 North Center Street, President Khoury reported that in preparation for the demolition there is current activity taking place.

Regarding the Master Plan, Trustee Epperson stated the draft Master Plan and Recreation Plan are currently in the public comment period.

Via a conference call, Plante Moran auditor, Chrystal Simpson, reviewed the Village of Sebawaing Financial Report with Supplemental Information dated March 31, 2018.

### **New Business**

Several items were discussed including the Freedom of Information Act (FOIA) Coordinator, record retention, moving forward with closing all the Municipal Employees' Retirement System (MERS) defined benefit divisions and switching all future employees to defined contribution

plans, approving the MERS Employer Resolution Establishing Uniform Transfer Provision, the Sebewaing Country Market and Music Fest, several zoning permits, the timing of the first council meeting in September, the Sebewaing Lions & Rotary Softball Tournament, and amending a current Industrial Development District (IDD).

Motion by Sting seconded by Cummings to appoint the Clerk, or designated Clerk alternate, as the Freedom of Information Act (FOIA) Coordinator for all information requests except those related to police records.

Heider: yea; Sting: yea; Cummings: yea; Deering: yea; Epperson: yea; Gunsell: yea; Khoury: yea.

7 yeas, 0 nays, 0 absent.

MOTION CARRIED.

Motion by Heider seconded by Deering for both the Village of Sebewaing and Sebewaing Light & Water to adopt the "Records Management Handbook: Guidelines and Approved Retention and Disposal Schedule for Cities and Villages," published by the Michigan Municipal League including future updates as they occur.

Sting: yea; Cummings: yea; Deering: yea; Epperson: yea; Gunsell: yea; Heider: yea; Khoury: yea.

7 yeas, 0 nays, 0 absent.

MOTION CARRIED.

Resolved by Gunsell seconded by Epperson to adopt the Employer Resolution Establishing Uniform Transfer Provision for the Village of Sebewaing and Sebewaing Light and Water as presented.

Cummings: yea; Deering: yea; Epperson: yea; Gunsell: yea; Heider: yea; Sting: yea; Khoury: yea.

7 yeas, 0 nays, 0 absent.

RESOLUTION CARRIED.

Motion by Epperson seconded by Gunsell to allow the use of village streets, services, and Muellerweiss Park for the Sebewaing Country Market and Music Fest including the closure of Center Street from the intersection of Main and Center to the intersection of Union and Center, and the closure of East and West Sebewaing Streets at Center Street on Saturday, August 25, 2018 from 8:00 a.m. to 4:00 p.m.

Deering: yea; Epperson: yea; Gunsell: yea; Heider: yea; Sting: yea; Cummings: yea; Khoury: yea.

7 yeas, 0 nays, 0 absent.

MOTION CARRIED.

Motion by Gunsell seconded by Cummings to approve the zoning permit for an accessory building at parcel number 39-901-003-00 on 513 Washington Street.

Epperson: yea; Gunsell: yea; Heider: yea; Sting: yea; Cummings: yea; Deering: yea; Khoury: yea.

7 yeas, 0 nays, 0 absent.

MOTION CARRIED.

Motion by Heider seconded by Deering to approve the zoning permit for a sign at 599 South Unionville Road.

Gunsell: yea; Heider: yea; Sting: yea; Cummings: yea; Deering: yea; Epperson: yea; Khoury: yea.

7 yeas, 0 nays, 0 absent.

MOTION CARRIED.

Motion by Deering seconded by Sting to approve the zoning permit for a fence at 557 South Sixth Street.

Heider: yea; Sting: yea; Cummings: yea; Deering: yea; Epperson: yea; Gunsell: yea; Khoury: yea.  
7 yeas, 0 nays, 0 absent. MOTION CARRIED.

Motion by Epperson seconded by Sting to approve the zoning permit for two storage bins at 418 Union Street.  
Sting: yea; Cummings: yea; Deering: yea; Epperson: yea; Gunsell: yea; Heider: yea; Khoury: yea.  
7 yeas, 0 nays, 0 absent. MOTION CARRIED.

Motion by Heider seconded by Sting to reschedule the September 3, 2018 Regular Council Meeting to September 4, 2018 at 7:00 P.M.  
MOTION CARRIED.

Motion by Epperson seconded by Cummings to grant the Sebewaing Lions Club and Sebewaing Rotary permission to use village facilities including the Main and South Park ball diamonds and the concession stands to hold the Sebewaing Lions & Rotary Softball Tournament on August 24-26, 2018.  
Deering: yea; Epperson: yea; Gunsell: yea; Heider: yea; Sting: yea; Cummings: yea; Khoury: yea.  
7 yeas, 0 nays, 0 absent. MOTION CARRIED.

Motion by Gunsell seconded by Heider to amend an Industrial Development District at 418 Union Street and hold a public hearing on the same on September 17, 2018 at 7:15 p.m.  
MOTION CARRIED.

**Other Business**

Motion by Heider seconded by Cummings to approve the bills for the month in the amount of \$143,819.13.  
Epperson: yea; Gunsell: yea; Heider: yea; Sting: yea; Cummings: yea; Deering: yea; Khoury: yea.  
7 yeas, 0 nays, 0 absent. MOTION CARRIED.

**Council Comment**

Trustee Epperson reported over 30 vendors have signed up for the Sebewaing Country Market and Music Fest on August 25, 2018 and all are invited to attend.

President Khoury reported on his recent visit to the City of Croswell. Discussion regarding a village manager position.

**Adjournment**

Motion by Epperson seconded by Cummings to adjourn the regular council meeting at 8:18 p.m.  
MOTION CARRIED.

Alexander Khoury  
President, Village of Sebewaing

Megan Tietz  
Admin Assistant, Village of Sebewaing