

MINUTES
Village of Kingsley
Village Council Meeting
June 11, 2024
6:00 P.M.

Village Hall, 207 South Brownson Ave, Kingsley, MI 49649- (231) 263-7778

Meeting called to order at 6:02 p.m. by President Lajko.

PLEDGE OF ALLEGIANCE

ROLL CALL:

President Lajko X , Trustee McPherson X , President Pro Tem Weger Ab , Trustee G. Bogart Ab
Trustee Wallace X Trustee Bott X . Trustee Weber X .
Also Attending: Clerk Forro Ab , Manager Aldrich X , DPW Supervisor Fenton Ab , Treasurer Nickerson X .

Motion by Weber, seconded by McPherson, to accept the agenda as amended (Addition of Zoning Administrator to #1 - Announcements, addition of #5 - Tax Rate Request in New Business, #3, Draft DDA service agreement in New Business, remove #4- Kingsley Dance Co request for street closure to #4 New Business) CARRIED.

1. Any person wishing to address the Board shall state his or her name and address.
2. Public comment will only pertain to agenda items listed. Any comments will be taken into consideration by the Board at a later date. No person shall be allowed to speak more than once on the same matter. The Chairperson shall control the amount of time each person shall be allowed to speak, which shall not exceed three (3) minutes. Chairperson may, at his or her discretion, extend the amount of time any person is allowed to speak.

PUBLIC COMMENT:

Amy Monette – Kingsley Branch Library (TADL Millage Request)

Traverse Area District Library has submitted a ballot proposal to request an operating millage rate increase from .9044 mills to the original millage of 1.1 mills.

ANNOUNCEMENTS:

1. Announcements from the Zoning Administrator
Tim Cypher introduced himself to Council. He has 40 year experience in Zoning matters. A new Land Use permit has been posted on the Village website.
2. Announcements from the Village Manager:
All Seasons Underground has completed the Lead Service Replacement project. There are 3 openings on the Kingsley Village Council, There is no update regarding the Brownson Park Project, but the Village will contact the Contractor for possible mobilization this week with a possible August start date.
3. Announcements from the Village Clerk: Absent
4. CPO Dustin Stickler:
Justin Hansen Memorial Run will be held July 21st, 2024 from 8:30 to 11:30am running from the Kingsley High School to Civic Center South.
5. County Commissioner Scott Sieffert: Absent

6. GT County Road Commission – Joe Underwood:
Moving ahead with their new building. The roundabout on Garfield is almost done.
7. Paradise Township: Absent
8. Other:

CONSENT CALENDAR:

All matters listed under the consent calendar are considered to be routine by the Village Council and will be acted upon by voice vote -- no discussion. Council members and/or the public may remove any item and have it placed elsewhere on the agenda for discussion.

1. Consideration of approving the minutes of the May 14, 2024 Regular Meeting (Approval Recommended).
2. Consideration of authorizing the Village Manager to execute the Integrated Payments Addendum and the Tax E-Delivery Consent related to payment processing services accessible through an integration with BS&A's platform, including a one-time equipment purchase not-to-exceed \$400.00 with funds available in the General, Water, and Sewer Funds at a cost share of 20/40/40.
3. Consideration of accepting the cleaning bid from L.A. Professional Cleaning at a rate of \$65.00 biweekly for the cleaning services outlined in the attached email dated June 6, 2024 with funds available in the General Fund (Buildings & Grounds).
4. ~~Consideration of approving Kingsley Dance Co's request to close Clark Street on June 20th from 6 p.m. to 8 p.m. for a grand re-opening celebration. Moved to New Business # 4.~~

Motion by Bott, supported by McPherson, to approve Consent Calendar items #1-#3.

Roll Call Vote:

Ayes: Lajko, McPherson, Wallace, Bott, Weber

Nays;

Absent: Weger, Bogart

Abstain:

Motion CARRIED.

OLD BUSINESS:

1. Wallick Communities PILOT discussion- **NO MOTION TOPIC.**
Discussion on a 8 acre Multi family residential homes with a Pilot Program, that might have an impact on the Kingsley School system. Wallick has not heard back from MSHDA yet. Wallick are interested in knowing if the Village would be receptive on not regarding this project. A Study Session might be a possibility for more information.
2. Consideration of authorizing Resolution 11-2024 to establish a request for funding for a Mill & Fill maintenance program for South Brownson Avenue funded by the Transportation Economic Development Fund Category B Program.

Motion by Bott, supported by McPherson, authorizing Resolution 11-2024 to establish a request for funding for a maintenance program for S. Brownson Ave funded by the Transportation Economic Development Fund Category B program. Motion CARRIED by all.

NEW BUSINESS:

1. Consideration of approving Harm Reduction Michigan's request to place a Naloxone Dispersal Box outside of the Kingsley Branch Library with HRM providing all maintenance and materials for free.
Offered a overview of what a Naloxone Dispersal Box is and how it is utilized. Office Stickler offered a description of the program. Amy Barrett also gave a response on what the Traverse City Library has done. The Council determined that the Village property might not be the best location, possibly the Fire Department.

Motion by Lajko, supported by Bott, to support the program of a disbursement box concept but is not in favor of it being on Village Property but not prohibiting this agency finding other community partners withing out jurisdictional boundary. Motion CARRIED by all.

2. Consideration of approving the Employee Handbook revised June 2024 as prepared by Parker Harvey PLC After reading the handbook, some changes were suggested. §4.8 General Evaluation, §5.4 Wage Evaluations, §7.0 Vacation time and pay upon termination and 2 added vacation days (total 12 days). §5.4 was suggested to be inserted in §4.8.

Motion by McPherson, supported by Weber, to approve the 2024 Employee Handbook with amendments to § 4.8 General Evaluations & § 7.0 Paid Vacation/Time off. Motion CARRIED by all.

3. Consider authorizing the Village Manager to draft a Service Agreement with the DDA related to accounting, staffing, and maintenance services. A clear Advisory role definition is needed. Chris Bott volunteered to be on an advisory board.

Motion by McPherson, supported by Wallace, to consider authorizing Village Manager to gather information to draft Service RFP for Administration/Maintenance agreement with the Kingsley Downtown Development Authority by the August Village Council meeting. Motion CARRIED.

4. Consideration of approving Kingsley Dance Co's request to close Clark Street on June 20th from 6 p.m. to 8 p.m. for a grand re-opening celebration. Village Manager will approach Kingsley Dance Co. to possibly changing the hours after consulting/approval with Cast Iron Kitchen.

Motion by Lajko, supported by McPherson, to approve the request from the Kingsley Dance Co. to close 100 feet of Clark St., from M113 to Cast Iron Kitchen's driveway, provided there is approval from Cast Iron Kitchen to allow for the closure. The Village DPW staff will provide the appropriate barricades & barrels to block off the street, and after the event, the Kingsley Dance Co. will be required to move the barricades and barrels from the street in a designated area. Motion CARRIED by all.

5. 2024 Village Tax Rate Request

Motion by Bott, supported by McPherson, to approve the 2024 Village Tax Rate Request. Motion CARRIED by all.

REGULAR REPORTS:

1. **Financial Fund Balance Report:**
Motion by McPherson , seconded by Wallace, to accept the Financial Fund Balance Report as presented.

2. **Bills:**
Motion by Weber, seconded by McPherson, to accept the bills and additions as presented. Motion Approved
Roll Call Vote
Yeas: Lajko, Bott, Wallace, McPherson, Weber
Nays:
Absent: Weger, Bogart
Abstain:

3. **Planning Commission:** Chris Bott – Report given
4. **DDA:** Mary Lajko - No additional report given
5. **Parks & Recreation:** Mary Lajko - Report given
6. **Zoning Administrator:** Tim Cypher – report given previously in meeting
7. **Clerk:** Report given
8. **DPW:** Report given
9. **Treasurer:** Report given
10. **WWTP:** Nothing to report
11. **Manager:** Kaitlyn Aldrich – report given

PUBLIC COMMENT:

Any person wishing to address the Board shall state his or her name and address.

Public input is open to statements or concerns for all matters. Statements and concerns will be taken into consideration by the Board at a later date. No person shall be allowed to speak more than once on the same matter, excluding time needed to answer Commissioners' questions. The Chairperson shall control the amount of time each person shall be allowed to speak, which shall not exceed three (3) minutes. Chairperson may, at his or her discretion, extend the amount of time any person is allowed to speak.

1. Reserved.

2. General.

3. Mayor and Trustees.

ADJOURNMENT

Motion by Lajko, seconded by Wallace, to adjourn the meeting at 8:25 pm. Motion CARRIED.

The Village will provide reasonable auxiliary aid and services for individuals with disabilities. Call 231-263-7778 at least three (3) days prior to a meeting.