

**VILLAGE OF CAPAC
REGULAR MEETING
UNOFFICIAL MINUTES
FEBRUARY 7, 2022
AMERICAN LEGION HALL
115 N. MAIN ST.
7:00 p.m.**

Meeting called to order at 7:00 p.m.

Council Members Present: Lynne Mandeville, Debbie Hlubic, Samantha Ramirez, Joe Herrington, Joe Nemecek, and President John Grzyb.

Council Members Absent: Mary Klug.

Staff Present: Village Manager, Clerk Lisa Lulis, Travis Youatt, DPW Supervisor Dave Schultz, and Police Chief Heather Fantin.

Approval of the Agenda:

Motion by Joe Nemecek supported by Debbie Hlubic to amend the agenda with changes to add special meeting minutes to the agenda.

All ayes, motion carried

Approval of Previous Meeting's Minutes:

Motion by Joe Nemecek supported by Samantha Ramirez to approve the minutes from the January 18, 2022 meeting with corrections.

All ayes, motion carried.

Special Council Minutes:

Motion Joe Herrington supported by Debbie Hlubic to approve the Special meeting minutes for January 11, 2022.

All; ayes, motion carried.

Bills:

Motion by Joe Nemecek supported by Lynne Mandeville to pay the bills in the amount of \$73,754.81

Roll call vote. All ayes, motion carried

President's Report: None

Correspondence: None

Public Comment: Greg McConnell, St. Clair County Commissioner District 1 announced that the Village of Capac will receive an appropriation of ARAP funds in the amount of \$40,000.00 from the county to spend on projects approved with ARAP funding guidelines.

Manager's Report: Travis Youatt, Village Manager, reported that he met with the department heads, the Capac DDA, and the Chamber of Commerce. Mr. Youatt

provided an update on working with Spicer for upcoming projects. Youatt reported the new Village website should be up and running in the next few weeks. In addition, Capac High School has approached the Village about livestock, and Youatt is looking into current ordinances and variances. Youatt spoke on the proposed policies on the agenda.

Motion by Joe Nemecek seconded by Samantha Ramirez to adopt policy # 2022-001 employee definitions and paid time off.

Roll call vote. All ayes, motion carried.

Motion by Joe Nemecek supported by Samantha Ramirez to adopt health care policy # 2022-002.

Discussion on the policy and who qualifies for the health care policy.

Roll call vote.

Ayes: Debbie Hlubic, Samantha Ramirez, Joe Herrington, Joe Nemecek, John Grzyb.

Nays- Lynne Mandeville

Zoning Administrator Report/ CCA: None

DDA Report: None

ZBA Report: None

Planning Commission Report: The meeting was canceled.

New Business:

Motion by Debbie Hlubic supported by Joe Herrington to adopt resolution # 2022-02 for the Whistle Stop Park.

Roll call vote. All ayes, motion carried.

Motion by Joe Herrington supported by Lynne Mandeville to authorize the Village President, John Grzyb, to sign the State of Michigan DNR Recreation Passport Grant on behalf of the Village of Capac.

Roll call vote. All ayes, motion carried

Motion by Debbie Hlubic supported by Joe Herrington to accept Diann Moran's resignation letter.

Joe Nemecek states that she has been a very hard worker for the Village.

Roll call vote. All ayes, motion carried.

Unfinished Business

1. **Hill Street Project** Waiting on an easement from Armada Grain. Spicer Group and the Village of Capac will be advertising bids soon.
2. **Railroad Crossing – Hunter St. Project-** Starting the end of February 2022.
3. **Employee Handbook-update job descriptions- do away with contracts-** Village Manager Travis Youatt is working on this and will provide an updated handbook within the next few months. Youatt plans to propose policies that the Village can incorporate into the handbook throughout the next few council meetings.

4. **Sign ordinance.** In progress.
5. **Tree Removal/ Replacement:** Village Council Member Lynne Mandeville will get together with Dave Schultz, DPW Supervisor in the next few weeks.
6. **Dangerous Building- The Village attorney will update** at the next village council meeting. **Dave Schultz contract-** Village Manager Travis Youatt is looking into the matter and will discuss it with DPW Supervisor Schultz before the next meeting. Youatt stated He would like input from the council on employee contracts/agreements.
7. **Sewer Rate:** Council would like the resolution in the next council packet.

Council Business:

1. Samantha Ramirez asks about a grant for the main street.
2. Village Manager Youatt will be going to the St. Clair County Transportation Study Advisory Committee (SCCOTS) meeting on Wednesday, February 9, 2022.
3. Joe Nemecek received communication from the public on water shut-offs being done on Fridays. Nemecek stated that the Village should do water shut-offs on Monday or Tuesday. Travis Youatt will look into a more efficient way to do the water shut-offs.

Motion by Samantha Ramirez supported by Debbie Hlubic to adjourn the meeting at 7:59 p.m.

All ayes, motion carried.

Lisa M Lulis

Village Clerk

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PROVIDER & EMPLOYER"**