

**VILLAGE OF CAPAC  
REGULAR MEETING  
OFFICIAL MINUTES  
DECEMBER 5, 2022  
AMERICAN LEGION HALL  
115 N MAIN ST  
7:00 P.M.**

**Called to order at 7:00 p.m.**

**Council Members Present:** Debbie Hlubic, Mary Klug, Lynne Mandeville, Tony Vigiletti, Joe Nemecek & Joe Herrington

**Council Members Absent:** Samantha Ramirez

**Staff Present:** Clerk Lisa Lulis, Manager Travis Youatt

**Approval of the agenda:**

**Motion:** Mary Klug supported by Lynne Mandeville to approve the agenda for the December 5, 2022 meeting. All ayes. Motion carried.

**Approval of Previous Meeting's Minutes:**

**Motion:** Joe Nemecek, supported by Mary Klug to approve the minutes from the November 21, 2022 meeting. All ayes. Motion carried.

**Bills:**

**Motion** Joe Nemecek, supported by Joe Herrington to pay the bills in the amount of \$202,200.55. Roll call vote. All ayes. Motion carried.

**President's Report:** Debbie Hlubic would like to appoint Joe Herrington as her President Pro-Tempore. **Motion** Mary Klug, supported by Joe Nemecek to appoint Joe Herrington as the President Pro-Tempore. Roll call vote. All ayes. Motion carried. Debbie Hlubic would like a synopsis of the meeting to be published in the Tri-City Times. These must be published within 15 days of the meeting.

**Correspondence:** None

**Public comment:** None

Manager's report:

1. Lot split committee- Travis Youatt would like to be added to the lot split committee. **Motion** Joe Nemecek supported by Lynne Mandeville to amend the

lot split ordinance by adding Travis Youatt, Village Manager to the lot split committee. Roll call vote. All ayes. Motion carried.

2. Village office- the break room and restroom need some updating and improvements. Travis Youatt presented two (2) quotes for Council's approval. **Motion** Lynne Mandeville, supported by Mary Klug to redo the breakroom and bathroom floor with John's custom coating per the quote dated 12-1-22 for \$3,438.00. Roll call vote. All ayes. Motion carried.
3. Spark Grant- Use the grant for Lions Park- could use it for new equipment or a new pavilion, there is a requirement of having engineering included in the quote. Travis Youatt has received 2 quotes, one from Fleis and Vandenbrink, and the other from Spicer. **Motion** Joe Nemecek, supported by Mary Klug to allow Travis Youatt to accept the quote from Fleis and Vandenbrink for \$8,800.00 per the quote dated 12-1-2022 for the spark grant application. Roll call vote. All ayes. Motion carried.
4. Police Chief Interviews - Imlay City Police Chief, Brett Selby helped with the interviews for the hiring of a Police Chief. A second interview took place with Mussey Township Fire Chief, Jeff Kegler, and President Debbie Hlubic along with Travis Youatt. After both interviews, it is the recommendation of Travis Youatt to hire Dan Kolke for the position of Police Chief. **Motion** Joe Nemecek, supported by Lynne Mandeville to allow Travis Youatt to hire Dan Kolke for the position of Police Chief, pending psych evaluation and comprehensive background check. Roll call vote. All ayes. Motion carried.
5. Hill street project- Need a certificate of Right-of-way and the zoning certificate signed by Debbie Hlubic. **Motion** Joe Nemecek, supported Mary Klug to recommend for Debbie Hlubic to sign the right of way certificate. Roll call vote. All ayes. Motion carried. **Motion** Joe Nemecek, supported by Lynne Mandeville for Debbie Hlubic to sign the zoning certification Michigan guide after it is typed on our letterhead and approved by legal and zoning. Roll call vote. All ayes. Motion carried. **Motion** Joe Nemecek, supported by Mary Klug to allow Travis Youatt to sign the ACH vendor enrollment form. Roll call vote. All ayes, motion carried.

6. Dangerous building- the invoice for 415 N Walker is complete, and a blight ticket is being issued.
7. Ambulance agreement- meeting next week to work on this agreement.
8. DWAM grant- the hydro-excavating is complete, we need to identify around 50, we have found 1 lead pipe which is getting replaced next week. The galvanized ones need to be replaced also. The line needs to be fixed while the line is live, Waldorf is coming to fix them.
9. Water bills went out on December 1<sup>st</sup>. Marilyn Price has settled with the county and will be looking at the numbers for an increase in the water/ sewer rates.
10. The leaf machine is here, thank you council for the approved purchase. Will be adding a box.
11. Police truck is almost ready, Travis Youatt suggested keeping the older car for a school resource officer (SRO) vehicle. Scott Sabada is now a full-time employee.
12. The new plow truck should be completed in a couple of weeks.

**Zoning Administrator Report/ CCA:** Will attend the next meeting.

**DDA Report:** Next meeting will be on January 5, 2023.

**ZBA Report:** None

**Planning Commission Report:** Next meeting will be on January 4, 2023.

**New Business:** Mary Klug thought the Cranberry Christmas was a huge success. Lynne Mandeville agrees that the Cranberry festival was a success. Joe Herrington asked about the lot split. It is in the progress of being approved.

**Adjourn at:**

**Motion** Joe Nemecek, supported by Joe Herrington to adjourn at 8:33 p.m... All ayes.  
Motion carried.

**Lisa M Lulis**

**Village Clerk**

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PROVIDER & EMPLOYER”**