

**VILLAGE OF CAPAC
OFFICIAL MINUTES
REGULAR COUNCIL MEETING
HELD AT THE AMERICAN LEGION HALL
115 N. MAIN STREET, CAPAC, MI 48014
MONDAY, MARCH 18, 2024**

PRESENT: President Debra Hlubic, Council Members: Mary Klug, Lynne Mandeville, Joe Nemecek, Samanta Ramirez, Tony Vigiletti; Village Manager Travis Youatt and Clerk LeAnn Brewer

ABSENT: Joe Herrington

PUBLIC: Dale Barnard

I. CALL TO ORDER:

President Hlubic called the meeting to order at 7:00 p.m.

The Pledge of Allegiance to the Flag of the United States of America was recited.

A. APPROVAL OF CONSENT & REGULAR AGENDA:

Nemecek moved, Klug seconded, to approve the March 18, 2024, Consent and Regular Agenda as presented, the February 20, 2024 Regular Meeting Minutes as presented, and bills totaling 102,664.75.

Roll call vote: Klug-Yes, Mandeville-Yes, Nemecek-Yes, Ramirez-Yes, Vigiletti-Yes, Hlubic-Yes

6 votes in favor, 0 opposed. Motion carried.

B. CORRESPONDENCE - PATSY BEISCHER - PLANNING COMMISSIONER RESIGNATION LETTER:

Nemecek moved, Klug seconded, to regrettably accept Patsy Beischer's letter of resignation from the Planning Commission.

Council voiced all ayes. 0 opposed. Motion carried.

C. PUBLIC COMMENT:

None

D. PRESIDENT'S REPORT:

Debra Hlubic, the village president, proposed raising the compensation for the Planning Commission and Zoning Board of Appeals to \$75.00 per meeting, in line with the Council's compensation.

The council agreed to maintain the same salary for the Planning Commission and Zoning Board of Appeals after discussing the reason behind the increase in council members' compensation—the consolidation of two meetings into one.

E. MANAGER'S REPORT:

The village manager, Travis Youatt, provided an update on the Hill Street Project, stating that everything is proceeding as planned. The DPW will rehabilitate the site upon the completion of the project.

The village attorney, Alan Francis, sent a letter to Scott Sheldon, the property owner of 138 N. Main, requesting that he come to the council meeting in April and submit plans to fix the unsafe structure.

The plans for replacing the playscape at Lions Park were delivered to the St. Clair County Board of Commissioners.

Official news was given that the village has been awarded \$1,500,000 for its streetscape project that was approved by the federal government.

The DPW installed cold patch asphalt last week, and street sweeping is planned to take place before Memorial Day.

The council was briefed by Village Manager Travis Youatt on his meeting with the President of the Historical Society, Ron Kriesh.

Updates on the ongoing State Revolving Fund Water Project were provided.

This year's concert series will be fully funded thanks to sponsorships obtained for Music on Main.

II. NEW BUSINESS:

A. HILLSTREET PROJECT BILLS APPROVAL:

Nemecek moved, Ramirez seconded, to authorize the payment of invoices totaling \$88,114.50 to Teltow Contracting for \$80,035.00 and Spicer Engineering for \$8,079.50.

Roll call vote: Klug-Yes, Mandeville-Yes, Nemecek-Yes, Ramirez-Yes, Vigiletti-Yes, Hlubic-Yes.

6 votes in favor, 0 opposed. Motion carried.

B. ZBA MEMBER REAPPOINTMENT:

Klug moved, Mandeville seconded, to appoint Monica Standel to the Zoning Board of Appeals for a three-year term ending in February 2027.

Council voiced all ayes. 0 opposed. Motion carried.

C. RESOLUTION 2024-01 TEDF GRANT:

Nemecek moved, Klug seconded, to adopt the TEDF Grant Resolution Number 2024-01.

Roll call vote: Mandeville-Yes, Nemecek-Yes, Ramirez-Yes, Vigiletti-Yes, Klug-Yes, Hlubic-Yes.

6 votes in favor, 0 opposed. Motion carried.

D. SEMCOG DELEGATE/ALTERNATE DESIGNATION FORM:

Nemecek moved, Ramirez seconded, designating Village President Debra Hlubic as the delegate to the SEMCOG's General Assembly and Village Manager Travis Youatt as the alternate delegate.

Council voiced all ayes. 0 opposed. Motion carried.

E. FOIA POLICY:

Nemecek moved, Ramirez seconded, adopting the Village of Capac's FOIA Policy in accordance with the Michigan Freedom of Information Act.

Council voiced all ayes. 0 opposed. Motion carried.

F. SPECIAL EVENT PERMIT – CAPAC YOUTH BASEBALL/CAPAC LIONS CLUB:

Ramirez moved, Klug seconded, to approve the Special Event Permit for the Capac Youth Baseball League and the Lions Club to host the Easter Bunny is Coming to Town event at Melody Park on March 24, 2024.

Council voiced all ayes. 0 opposed. Motion carried.

III. UNFINISHED BUSINESS:

None

IV. COMMITTEE REPORTS:

A. ZONING/BUILDING REPORT:

None

B. DDA REPORT:

A contract to consult with MDA Director Dana Walker was approved by the DDA.

C. ZBA REPORT:

The Zoning Board of Appeals Annual Meeting is set to take place at on Tuesday, April 2, 2024, at 7:00 p.m.

D. PLANNING COMMISSION REPORT:

The question of whether the council intended to completely revise or rebuild the Village of Capac Master Plan, amended in 2009, was raised by Council Member Tony Vigiletti.

Following a discussion of the plan, the council concluded that until the Planning Commission finds differently, a revision is necessary.

Nemecek moved, Mandeville seconded, to request quotes from planners to assist the Planning Commission with the Village of Capac's Master Plan.

Council voiced all ayes. 0 opposed. Motion carried.

V. COUNCIL BUSINESS:

In recognition of their years of service on the Planning Commission, Council Member Joe Nemecek would like to send thank-you cards to Patsy Beischer, Neil Hargrave, and Sandra Cox.

The startup incubator program for new businesses has drawn a lot of interest, according to Council Member Lynne Mandeville.

VI. ADJOURNMENT:

Vigiletti moved, Klug seconded, to adjourn the March 18, 2024, Regular Council Meeting at 8:05 p.m.

Council voiced all ayes. 0 opposed. Motion carried.

LeAnn J. Brewer
Village Clerk