

VILLAGE *of* LAWTON
VILLAGE COUNCIL MEETING
HYBRED - BEING HELD VIRTUALLY and at LAWTON ELEMENTARY MUSIC ROOM
702 E 2ND St, Lawton, MI 49065
TUESDAY, MAY 11TH, 2021 – 7:00 P.M.

It has been determined by the Village of Lawton that an electronic meeting is necessary to protect public health. Public participation is encouraged and procedures facilitating that participation are outlined in supplemental materials attached.

TO ACCESS THE MEETING REMOTELY:

BY PHONE: Dial +1 (312) 626-6799 and ENTER Meeting ID# 223 344 0545

BY COMPUTER: <https://us02web.zoom.us/j/2233440545> & ENTER Meeting ID# 223 344 0545

AGENDA

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. PLEDGE OF ALLEGIANCE**
- IV. CONSENT AGENDA**
 - A. Approval of May 11th, 2021 Agenda
 - B. Approval of April 13th and April 27th, 2021 Council Meeting Minutes
 - C. Approval of Disbursements in the amount of \$60,059.30
 - D. Approval of annual MML Liability Insurance for Village in the amount of \$41,074.00
 - E. Approval of Whitman Proposal for GIS/Engineering Services in the amount of \$6,651.50
- V. COMMUNICATIONS AND CORRESPONDENCE**
 - A. Bestowal to the Village by the Raymond Reid Family.....Presentation
- VI. CITIZENS' COMMENTS – (Please keep comments to 3 minutes)**
- VII. PUBLIC HEARINGS / APPOINTMENTS / PROCLAMATIONS**
 - A. Public Hearing for comment on Consumers Energy Company Gas Franchise.....Hearing
 - 1. Staff Summary
 - 2. President Opens Public Hearing for Public Comment by Roll Call Vote
 - 3. Public Comment
 - 4. President Closes Public Hearing for Public Comment by Roll Call Vote

- B. Ordinance 200 of 2021 to grant a franchise agreement to the Consumers Energy Gas Company to lay, maintain, and commercially operate gas lines and conduct a local gas business within the Village of Lawton.....Second Reading / Staff Recommends Approval

VIII. OLD BUSINESS

IX. NEW BUSINESS

- A. Resolution #10-2021 A Resolution in Support for D. Coy Ducks to establish a Sidewalk Café.....Staff Recommends Approval
- B. Resolution #11-2021 A Resolution to recommend approval of a Social District Permit from the Michigan Liquor Control Commission for D. Coy Ducks..Staff Recommends Approval
- C. Resolution #12-2021 A Resolution to recommend approval of a Social District Permit from the Michigan Liquor Control Commission for Big T’s.....Staff Recommends Approval
- D. Resolution #13-2021 A Resolution to recommend approval of a Social District Permit from the Michigan Liquor Control Commission for Barn Brewers...Staff Recommends Approval

X. BOARD, COMMITTEE, AND STAFF REPORTS

- A. Planning Commission
- B. Downtown Development Authority (DDA)
- C. Community & Economic Development Committee (CEDC)
- D. Finance and Administration Committee
- E. Public Safety Committee
- F. Public Services Committee
- G. Water and Sewer Committee
- H. Police Department
- I. Department of Public Works
- J. Village Manager

XI. COUNCIL COMMENTS

XII. ADJOURNMENT - NEXT REGULAR MEETING DATE – May 25th, 2021

The Village of Lawton follows the Americans w/ Disabilities Act of 1990. Individuals with disabilities planning to attend this meeting and require accommodations, or those who have questions regarding the accessibility of this meeting or the facilities, are requested to contact Joni Bell, Village Clerk, at (269) 624-6407, or bellj@lawtonmi.gov to allow the Village to make reasonable accommodations. If you have questions or comments, and you are unable to make the meeting, forward to the Village Manager at imusl@lawtonmi.gov.



SUPPLEMENTAL MATERIALS TO AGENDA

PLEASE NOTICE: It has been determined by the Village of Lawton that an electronic meeting is necessary to protect the public health. Public participation is encouraged and procedures facilitating that participation are outlined as follows:

To join the meeting by phone:

- 1) Attend by phone, using your touchtone keypad
 - Dial +1 (312) 626-6799
 - Enter the Meeting ID# - 223 344 0545

To join the meeting by Zoom Video Conference:

- 1) You will need a computer, tablet, or smartphone with speaker and headphones.
- 2) In your browser enter: <https://us02web.zoom.us/j/2233440545> Meeting ID# - 223 344 0545
At the start time of the meeting, enter the link to join via computer. You may be instructed to download the Zoom application. You have an opportunity to test your audio at this point by clicking on "Test Computer Audio." Once you are satisfied that your audio works, click on "Join audio by computer."

We recommend completing these steps ahead of time to assure you are able to connect.

Electronic Meeting Rules for Public

- 1) All public participants entering the meeting will automatically be muted upon entering.
- 2) All public participants should either turn off or leave off their video camera if recognized by Council and addressing Council. Only Village Council members and Village staff will be allowed to have their video cameras on. Your video camera will be turned off for you if you do not turn it off yourself.
- 3) Public comment:
 - a. Public only will be allowed to address the Council during Public Comments
 - b. Public is allowed three (3) minutes to speak.
 - c. Public must state the name and address slowly and clearly before they start to address the Council.
 - d. Public comments will be addressed in the following order:
 - i. Those provided in writing by 6 pm on the day of the meeting sent to ImusL@LawtonMI.gov will be read aloud by President.
 - ii. Those requesting to speak during meeting, by providing name, address in by 6 pm on the day of the meeting sent to ImusL@LawtonMI.gov.
 - iii. Those using the Video Conference Portion (not calling on a telephone) will be asked to use the "Raise Your Hand" Feature in Zoom. The President will call on individuals to speak and they will be unmuted at that time.
 - iv. Participants that are available only by phone, after the President requests.
- 4) Inappropriate or disruptive participants will not be allowed/tolerated and will be removed from the meeting.
- 5) Due to the electronic nature of this type of meeting the President, at his discretion, may adjourn the meeting with or without notice for any reason. Every attempt will be made to remain connected to the meeting, however two examples of abrupt adjournment may be computer connectivity issues or lack of appropriate

participation. According to the Attorney General, interrupting a public meeting in Michigan with hate speech or profanity could result in criminal charges under several State statutes relating to Fraudulent Access to a Computer or Network (MCL 752.797) and/or Malicious Use of Electronics Communication (MCL750.540).

To comply with the **Americans with Disabilities Act (ADA)**, any citizen requesting accommodation to attend this meeting, and/or to obtain this notice in alternate formats, please contact Michigan Relay at <https://hamiltonrelay.com/michigan/index.html>.

ADDITIONAL ZOOM INSTRUCTIONS FOR PARTICIPANTS:

Before a videoconference:

1. You will need a computer, tablet, or smartphone with speaker or headphones. You will have the opportunity to check your audio immediately upon joining a meeting.
2. Details, phone numbers, and links to videoconference or conference call is provided above. The details include a link to “Join via computer” as well as phone numbers for a conference call option. It will also include the 9-digit Meeting ID.

To join the videoconference:

1. At the start time of your meeting, enter the link to join via computer. You may be instructed to download the Zoom application if you have not previously downloaded.
2. You have an opportunity to test your audio at this point by clicking on “Test Computer Audio.” Once you are satisfied that your audio works, click on “Join audio by computer.” If you are having trouble hearing the meeting, you can join via telephone while remaining on the video conference:
 - On your phone, dial the teleconferencing number provided above.
 - Enter the **Meeting ID number** when prompted using your touch- tone (DTMF) keypad.
 - If you have already joined the meeting via computer, you will have the option to enter your 2- digit participant ID to be associated with your computer.

Participant controls in the lower left corner of the Zoom screen:



Using the icons in the lower left corner of the Zoom screen, you can:

- Mute/Unmute your microphone (far left)
- Turn on/off camera (“Start/Stop Video”)
- Invite other participants
- View Participant list – opens a pop-out screen that includes a **“Raise Hand”** icon that you may use to raise a virtual hand during Call to the Public
- Change your screen name that is seen in the participant list and video window

Somewhere (usually upper right corner on your computer screen) on your Zoom screen you will also see a choice to toggle between “speaker” and “gallery” view. “Speaker view” shows the active speaker. “Gallery view” tiles all of the meeting participants.



VILLAGE OF LAWTON

Regular Meeting Minutes – Tuesday April 13, 2021 at 7:00 p.m.

Hybrid Meeting was held in person and remotely

Lawton Elementary School – 780 East Second Street, Lawton MI 49065

WWW.LAWTONMI.GOV 269.624.6407

MINUTES

- I. **CALL TO ORDER** President Knudstrup called the April 13, 2021 Meeting of the Lawton Village Council to order at 7:00 p.m.
- II. **PLEDGE OF ALLEGIANCE** - The Pledge of Allegiance was recited.
- III. **ROLL CALL:** Present: President Knudstrup. Trustees: J Appleby, E. Dudek, G. Dudek, N. Smith, J. Peterson and R. Turner. Absent: None. Others present: Village Manager Imus, Superintendent Hackenberg, and Chief Mack and 6 other guests.
- IV. **CONSENT AGENDA:** The Consent Agenda included the approval of the April 13, 2021 Council Agenda, the March 09, 2021 and March 23, 2021 Council Meeting Minutes, Disbursements in the amount of \$96,046.72. Appleby made motion to approve the agenda with exception to add the approval of the Mutual Aid Agreement to the agenda, seconded by Peterson. A vote was taken with unanimous approval.
- V. **COMMUNICATIONS AND CORRESPONDENCE: None**
- VI. **CITIZENS' COMMENTS:**
 - A. The Girl Scout's asked for a fee waiver for the Park Pavilion rental and shared what they could use the monies for in lieu of, they also offered to volunteer their services in the community if needed. Council agreed to waive their fees.
 - B. Bonnie Nye, Craft Fair chair, questioned if any decision on holding Summerfest has been made. Manager Imus commented that the Summerfest Committee is still reviewing their options, she has spoken with several committee members, but this is not Council's decision to make.
- VII. **PUBLIC HEARINGS / APPOINTMENTS:**
 - A. Motion made by Turner, supported by E. Dudek to open Public Hearing to hear comment on new water and sewer rates in the Village of Lawton. A voice vote was taken with full approval. E Dudek commented that he would like to hear more from the public, as there were no comments at tonight's meeting. Additional notices of the rate increase have been sent out in the newsletter and on the website. This rate increase will take effect on the June bills. Barring no public comments, Turner made motion to close the Public Hearing with support from Appleby. A unanimous voice vote was taken.

VIII. OLD BUSINESS:

- A. G. Dudek made motion to Approve Resolution 08-2021 with support from Smith. This Resolution is to establish a Downtown Social District containing a commons area and adopting a management and maintenance plan in order to allow certain on-premises liquor licenses expanded use of shared area for consumption of alcohol pursuant to Public Act 124 of 2020. A unanimous roll call vote approved this Resolution.

IX. NEW BUSINESS:

- A. FIRST READING of Ordinance 200 of 2021 to grant a franchise to Consumers Energy Company to lay and maintain lines within the Village of Lawton. Discussion on making changes, reducing the term from 30 years to 10 or 15 years. This has been sent to our Attorney for review. There will be a second reading at the May meeting.
- B. Peterson moved to approve the appointment of Jessica Wood, Dickinson Wright PLLC as the Village Attorney for general services, with support from E. Dudek. A unanimous roll call vote was taken.
- C. Appleby motioned to approve Resolution 09-2021, a Resolution to combine Parcel #08-45-600-051-60 and Parcel #08-45-600-051-70, supported by Turner. A favorable roll call vote was taken.
- D. Approval of the Mutual Aid Agreement with Van Buren County. This is a standard agreement with Van Buren County, in which all other entities are participating. Appleby motioned with support from Turner to approve the agreement. A voice vote was unanimous. Motion approved.

X. BOARD, COMMITTEE, AND STAFF REPORTS

- A. **Planning Commission** – Peterson reports that they met on April 6, 2021. They discussed Best Practices and Redevelopment Readiness Program. It was determined the Village needs to develop a “Master Plan”. Planning Commission will be asking council to proceed with the Master Plan in the fall of this year.
- B. **Downtown Development Authority (DDA)** - G. Dudek reported that they met on March 24, 2021. The Façade improvement Program and the Pickleball Grant Application for Lewis Park were topic of discussion. The Façade Grant application deadline will be May 1, and the DDA will pay for 50% of grant not to exceed \$1,000. They welcomed new board member Zach Shinabargar and approved a Resolution to provide a \$20,000 match to the grant for the Pickle Board Courts.
- C. **Community & Economic Development Committee (CEDC)** – Peterson reported the Committee met on March 16, 2021. Discussion included the Tech Center House and its progress, A proposal from Wightman, water, and sewer rates, NextGen, the laundromat demo slated for end of this month, the Social District’s status, and the Passport grant.

- D. **Finance and Administration Committee** – Knudstrup reported the committee met. They reviewed monthly disbursements. Manager Imus was asked to hold a workshop on the Budget process potentially in June. They talked about Brownfield Development Authority (BRA) in response to the 99 Walker Street property and working with Market Van Buren. They had a lot of input on the Hamilton Street house, and they are working on a process for performance reviews.
- E. **Public Safety Committee:** Appleby reports they met before the meeting tonight and discussed the Mutual Aid Agreement, Public Safety goals and part time wage recommendations.
- F. **Public Services Committee** - G Dudek reported discussion on tree removal at Kid’s Dream, cemetery needs, increasing cemetery lot prices, the Chip and Seal Grant, the condition of roads in Concord Hills, the sidewalk on Bitely Street, widening of entrance at Chancey Lewis Park and the downtown / park cameras.
- G. **Water and Sewer Committee** - E Dudek reported the utility increase decisions are waiting on final reporting from Baker Tilly. He hopes to have another committee meeting before the April 27th council meeting to prepare for public input before the May 11th meeting.
- H. **Police Department** – Chief Mack reviewed his monthly report.
- I. **Department of Public Works** – Superintendent Hackenberg presented the WWTP and Public Services monthly reports. He has secured Dumpsters that will be here on April 21, 2021, for blight enforcement and spring cleanup. He reports they are looking at raising the lot prices in the cemetery. He is getting ready for auction, the old police car and DPW has a few things that can go. He is also checking into street sweeping for 2nd and 3rd Streets along with Concord Hills.
- J. **Village Manager** – In response to widening the drive at Chancey Lewis Park, Manager Imus has received suggestions to loop the driveway to the south of the property. She also commented that we are just waiting on Baker Tilly for finalization.

XI. COUNCIL COMMENTS:

Turner questioned compliance of the ordinance for golf cart operations on the village street and motorized wheelchairs operating on the streets.

XII. ADJOURNMENT

E. Dudek, supported by Turner, made a motion to adjourn the meeting at 8:25 p.m. A roll call vote was taken with unanimous approval of those present. The next regular scheduled meeting is May 11, 2021.

Respectfully Submitted by Joni Bell, Village Clerk



VILLAGE OF LAWTON

Regular Meeting Minutes – Tuesday April 27, 2021 at 7:00 p.m.

Meeting was held in person and remotely

Lawton Elementary School– 200 Second Street, Lawton MI 49065

WWW.LAWTONMI.GOV 269.624.6407

MINUTES

- I. **CALL TO ORDER** President Knudstrup called the April 27, 2021 Meeting of the Lawton Village Council to order at 7:00 p.m.
- II. **PLEDGE OF ALLEGIANCE** - The Pledge of Allegiance was recited.
- III. **ROLL CALL:** Present: President Knudstrup. Trustees: J Appleby, E. Dudek, G. Dudek, N. Smith, J. Peterson, and R. Turner. Absent: None. Others present: Village Manager Imus, 2 other guests.
- IV. **CONSENT AGENDA:** The Consent Agenda includes the approval of the April 27, 2021 Council Agenda. J Peterson made a motion to approve the consent agenda as presented with support from E. Dudek. A voice vote was taken with unanimous approval.
- V. **COMMUNICATIONS AND CORRESPONDENCE:** None
- VI. **CITIZENS' COMMENTS:** None
- VII. **PUBLIC HEARINGS:** None
- VIII. **EXISTING BUSINESS:**
 - A. Discussion on the Wightman Proposal for GIS Services with Paul Harvey was held. There are three components to this proposal. Component one is to create an interactive online zoning map that would show Parcel Number, Zoning Class, Ownership, Property Address, Tax Address of parcel and other useful information. This would be beneficial to staff, property owners and potential developers. This would also be progress toward our Redevelopment Ready Community (RRC) accreditation. The second component is the development of estimates. Manager Imus made comment that we need to complete the Capital Improvement Plan (CIP) we are working on with Wightman. The CIP should be complete in August/September, this would give us a better vision on where new development should go. The third component is digitizing the water plans. We already have the sewer lines digitized and is very helpful for DPW. The State will be requiring us to have this information on upcoming reports (Asset Management Plans) and this is something we need to get done.
 - B. Water and Sewer Rates: Imus reviewed the status of the Water and Sewer Rates. She reported that she had found discrepancies in the calculated income based on current rates and the actual

income. She is recommending that the Village take more time to research the discrepancy and complete the Capital Improvement Plan (CIP), which should be finished by September. With a new CIP finalized, the rates will have a more complete basis for estimation.

IX. NEW BUSINESS:

A. Market Van Buren's Mark O'Reilly gave a presentation to council on the benefits of the Village becoming a member. Council's discussion was favorable noting the Blueberry Hill project, and for future economic development and the Village's exposure to potential development and new business opportunities.

X. BOARD, COMMITTEE, AND STAFF REPORTS: None

XI. COUNCIL COMMENTS: Manager Imus commented she was able to speak with Horizon Broadband regarding the camera(s). The camera on the Fire Hall has been reconnected, and Horizon Broadband will keep it in service through August 2021 due to the failure of the camera since August 2020. The camera ordered for Lewis Park was never installed due to lack of internet at site to broadcast service. None of the camera equipment is owned by the Village. It is all under contract which will need to be renewed in August. Quoted cost was \$150 per month or \$1,200 per year. The Demo Permit for the Laundromat expires on May 16, 2021. Imus spoke with the demolition Contractor in early April, Moore Excavating said they had the go ahead and it should be down by the end of April. Imus is meeting with Realtor Blaine Allen and councilperson G Dudek at the Tech Center House on Hamilton and Second on Wednesday, hoping to have it listed by the end of May. On a good note, the Liability Insurance renewal came in with only a \$14 increase for the year!

XII. ADJOURNMENT: G. Dudek, supported by E. Dudek, made a motion to adjourn the meeting at 8:34 p.m. A voice vote was unanimous. The next regular scheduled meeting is for May 11, 2021.

Respectfully Submitted by Joni Bell, Village Clerk

05/05/2021

CHECK REGISTER FOR VILLAGE OF LAWTON
CHECK DATE FROM 04/01/2021 - 04/30/2021

Check Date	Check	Vendor Name	Description	Amount
Bank GEN GENERAL CHECKING				
04/16/2021	4660	L&L AUTO SALVAGE	GARBAGE CONTAINERS	50.00
04/16/2021	4661	ADAMS HARDWARE	CONSOLIDATED BILLS	824.38
04/16/2021	4662	ANTWERP TOWNSHIP TREASURER	DEED AND LEGAL VERIFICATION. MAP AND SPL	224.00
04/16/2021	4663	BADGER METER, INC	BEACON MBL HOSSTING SERV UNIT	30.00
04/16/2021	4664	BEAVER RESEARCH COMPANY	FOAMING DESGREASER, OIL BASE ENAMEL	245.02
04/16/2021	4665	BEN W. JOHNSON	FEB CLEANING X4	440.00
04/16/2021	4666	BLOOMINGDALE COMMUNICATIONS	TELEPHONE FOR ACCT NO 00032515-9	2,333.44
04/16/2021	4667	CALIBER PUBLIC SAFETY	ONLINE - 5 LICENSES + ONLINE PART -TIME	3,450.53
04/16/2021	4668	CHARLES DONOVAN	CLOTHING	158.97
04/16/2021	4669	CONSUMERS ENERGY	625 W UNION ST ACCT NO 1000 0710 4159	1,250.55
04/16/2021	4670	ESRI	ARCGIS RENEWAL	1,500.00
04/16/2021	4671	FERGUSON WATERWORKS #3386	MATERIALS	1,750.00
04/16/2021	4672	FLUID POWER ENGINEERING, INC	HOSE	19.49
04/16/2021	4673	FRONTIER	TELEPHONE AND INTERNET FOR DPW AND WWTP	618.69
04/16/2021	4674	HAAS SYSTEMS, INC.	QUARTLY ALARM MONITORING PER AGREEMENT W	96.00
04/16/2021	4675	HS FLEET SERVICES LLC	MAIN. ON FORD 2010 F250	3,684.90
04/16/2021	4676	INDIANA MICHIGAN POWER CO.	ELECTRIC - DPW	7,692.70
04/16/2021	4677	INTERSTATE BILLING SERVICE INC	OIL	1,588.16
04/16/2021	4678	KIMBALL MIDWEST	MATERIALS	200.76
04/16/2021	4679	PRIORITY HEALTH	INSURANCE GROUP ID 794824	6,472.01
04/16/2021	4680	PURITY CYLINDER GASES, INC.	GAS, ACETYLENE	76.15
04/16/2021	4681	REPUBLIC SERVICES OF	WASTE REMOVAL	266.75
04/16/2021	4682	STEENSMA LAWN & POWER EQUIP.	BLADES, OIL FILTERS	413.18
04/16/2021	4683	THAYER, INC.	PAPER TOWELS, TOILET PAPER	346.19
04/16/2021	4684	THE STANDARD	LIFE INSURANCE ACCT NO 00 168051 0001	903.00
04/16/2021	4685	TODD A HACKENBERG	WORK BOOTS, PANTS	250.00
04/16/2021	4686	VILLAGE OF PAW PAW	WATER LAB ANALYSIS	125.00
04/16/2021	4687	WEST MICHIGAN CRIMINAL JUSTICE	MCOLES FALL 2021 DISTRIBUTION	100.00
04/16/2021	4688	WOLF KUBOTA	OIL FILTERS	87.00
04/16/2021	4689	WOLVERINE POWER SYSTEMS	MAINTENANCE, MINOR	655.40
04/19/2021	4690	Boven, Mark	UB deposit refund for account: 04-493	80.00
04/19/2021	4691	Strong, Jonathan	UB refund for account: 04-493	28.29
04/20/2021	4692	ANTWERP TOWNSHIP TREASURER	MSHDA 2019	0.00 V
04/20/2021	4693	LAWTON COMMUNITY SCHOOLS	MSHDA 2019	0.00 V
04/20/2021	4694	STATE OF MICHIGAN	MSHDA 2019	0.00 V
04/20/2021	4695	VAN BUREN COUNTY	MSHDA 2019	0.00 V
04/20/2021	4696	VAN BUREN COUNTY ISD	MSHDA 2019	0.00 V
04/20/2021	4697	ANTWERP TOWNSHIP TREASURER	MSHDA 2019	723.35
04/20/2021	4698	LAWTON COMMUNITY SCHOOLS	MSHDA 2019	3,150.50
04/20/2021	4699	STATE OF MICHIGAN	MSHDA 2019	11,603.40
04/20/2021	4700	VAN BUREN COUNTY	MSHDA 2019	2,386.56
04/20/2021	4701	VAN BUREN COUNTY ISD	MSHDA 2019	1,951.50
04/29/2021	4704	APPLIED IMAGING	LIBRARY COPIER CONTRACT NO CN3599-01 - A	380.10
04/29/2021	4705	BAKER & TAYLOR, INC.	BOOKS	2,452.31
04/29/2021	4706	VOID		0.00 V
04/29/2021	4707	BLOOMINGDALE COMMUNICATIONS	PHONE	160.32
04/29/2021	4708	CENGAGE LEARNING.	BOOKS	238.56
04/29/2021	4709	CLARK TECHNICAL SERVICES	LPL 2021 SUPPORT	225.00
04/29/2021	4710	DEMCO, INC.	LABEL PROTECTORS	277.07
04/29/2021	4711	PETTY CASH	DOLLAR TREE, USPS	90.41
04/29/2021	4712	SYNCB/AMAZON	BOOKS AND OPERATING SUPPLIES	459.66

(6 Checks Voided)

Total of 45 Disbursements:

60,059.30

4703 is FOC and 4702 dose not have direct deposit, yet)



michigan municipal league

**MICHIGAN MUNICIPAL LEAGUE
LIABILITY AND PROPERTY POOL**
P.O. Box 972067, Ypsilanti, Michigan 48197-0835
(248) 358-1100, (800) 482-2726

INVOICE

Village of Lawton
125 S. Main St., PO Box 367,
Lawton, MI 490650367

Customer #: 5003250
Policy Term: 05/01/2021 - 05/01/2022
Invoice Date: 04/22/2021
Invoice #: 2302206

Payment Enclosed: \$ _____

PLEASE MAKE CHECKS PAYABLE TO MICHIGAN MUNICIPAL LEAGUE LIABILITY AND PROPERTY POOL

FOR PROPER CREDIT PLEASE DETACH THIS STUB AND RETURN WITH YOUR PAYMENT FOR THE TOTAL AMOUNT DUE

MICHIGAN MUNICIPAL LEAGUE LIABILITY AND PROPERTY POOL
P.O. Box 972067, Ypsilanti, Michigan 48197-0835
(248) 358-1100, (800) 482-2726

TRANSACTION EFFECTIVE DATE	POLICY NUMBER	DESCRIPTION	AMOUNT
05/01/2021	MML001094036	Pool Renewal Premium	\$41,074
Total Amount Due			\$41,074

Village of Lawton
Premium Breakdown as of:
May 1, 2021

Liability

Limit of Liability \$2,000,000	
Public Officials Errors & Omissions	\$5,939.00
Police Professional	\$11,304.00
General Liability	\$5,104.00
	.
Total Liability	\$22,347.00

Property

Village Hall, Police & Fire Station, Library	\$4,081.00
Flagpole	\$3.00
Lift Station	\$101.00
Park Pavilion	\$26.00
Pumphouse #8	\$160.00
Pumphouse #4	\$103.00
Restrooms	\$46.00
Playground Equip., Tennis Ct., Fencing, Picnic Tables, Etc.	\$169.00
Pumphouse #9	\$178.00
(4) Grills	\$1.00
Pumphouse #10	\$149.00
Backup Generator For Pumphouse #9	\$51.00
Pavilion	\$14.00
Splash Pad	\$125.00
Dpw Garage	\$323.00
Cold Storage Bldg.	\$121.00
Exterior Fuel Tanks, Storage Bldg.	\$15.00
Salt Storage Bldg.	\$24.00
Various Park Equipment	\$11.00
Restrooms & Storage	\$49.00
Storage Barn	\$15.00
Cemetery Headstones, 1,000 Plots	\$25.00
Lift Station	\$90.00

Village of Lawton
Premium Breakdown as of:
May 1, 2021

Property

Sludge Storage Tank	\$240.00
Wastewater Treatment Plant, Main Facility	\$2,368.00
Generator, Fencing, Lighting	\$41.00
Water Tower	\$1,382.00
Backup Generator	\$13.00
Electronic Data Processing	\$20.00
Golf Carts	\$8.00
Radio Equipment	\$31.00
Contractors Equipment	\$418.00
Police Equipment, 2 Portable Speed Radar Signs	\$6.00
Total Property	\$10,407.00

Crime

Position Bond A	\$25.00
Employee Dishonesty Including Faithful Performance	\$25.00
Total Crime	\$50.00

Automobile

(13) Vehicles	\$8,270.00
Total Automobile	\$8,270.00

TOTAL ANNUAL POOL PREMIUM	\$41,074.00
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March 22, 2021

Village of Lawton
125 S. Main Street
Lawton, MI. 49065

Attention: Ms. Lisa Imus, Village Manager

RE: PROPOSAL FOR DEVELOPMENT PLANNING - UTILIZING GIS AND ENGINEERING SERVICES

Dear Ms. Imus,

Wightman has delivered first-class Architecture, Engineering and Survey solutions to a diverse collection of clients since 1946. Because of our diverse professional backgrounds, varied project exposure, broad experience, and continuing education we can craft the right team for each unique client. Outstanding client service is our culture. Becoming trusted advisors and true partners guides our actions.

We understand the Village wishes to attract and facilitate development within the community by locating potential properties to be developed and by identifying how to service those properties with public utilities, i.e. drinking water and sanitary sewer. Planning is key to attracting developers and is a step toward the Village's goal of becoming a Redevelopment Ready Community.

GIS is a powerful tool that can assist in many areas of an organization by creating operational efficiencies, breaking down data silos, assisting with communication, and empowering users and managers to make informed data-driven decisions. GIS is commonly used by municipalities to promote available properties within their communities. Interactive maps can provide insights into a property's marketability including its location, access to utilities, zoning, and other important characteristics. As outlined in the below sections, we are proposing to develop a GIS map of available properties with the Village to help promote and support their economic development.

Section I – Project Goals

From previous meetings and conversations, we understand the goals for this project are:

- Develop online map utilizing GIS containing the following information:
 - Village limits and property lines within the Village.
 - Village owned water and sanitary sewer systems.
 - Zoning.
 - Filter giving the ability to identified vacant / potential lots to be developed.
 - Properties linked to BS&A Online and zoning ordinance.
- Advising the Village on the most practical and cost-efficient way to provide water and sanitary sewer to the identified vacant lots.

ALLEGAN

▲ 1670 LINCOLN RD. (M-40)
ALLEGAN, MI 49010

○ 269.673.8465

BENTON HARBOR

▲ 2303 PIPESTONE RD.
BENTON HARBOR, MI 49022

○ 269.927.0100

KALAMAZOO

▲ 433 E. RANSOM ST.
KALAMAZOO, MI 49007

○ 269.327.3532

ROYAL OAK

▲ 306 S. WASHINGTON AVE., SUITE 200
ROYAL OAK, MI 48067

○ 248.791.1371

Section II – Scope of Services

Wightman will perform the various tasks related to the following areas:

Wightman's GIS team previously assisted the Village's Public Works Department with developing a GIS system to manage and access vital information about their wastewater, stormwater, and water utilities. We are proposing to utilize the same online platform to develop the interactive zoning map, therefore no additional software investment is required.

Develop Online Map for Use in the Village's ArcGIS Online:

Develop an interactive map which supports the promotion of available lots within the Village limits. The map will be available for use by all Village staff as well as the public, if desired. Various data layers to be included within the map are Village limits and property lines, sanitary sewer system, water system, zoning, and vacant lots.

The Village's Public Works Department previously GPS-located the water system's fire hydrants, mainline valves, and customer curb stops. These layers are currently available in a map on the Village's ArcGIS Online site and are being used by Public Works staff. As part of this proposal, we would develop the water main features in the GIS map to complete the water distribution system layout. Water main locations will be based on the WaterCAD model developed from the Village's latest Water Reliability Study.

We are proposing to link each parcel to Van Buren County's BS&A Online system which contains the latest assessing records for the Village properties. Properties will also be linked to the designated zoning classification description located within the Village's online zoning ordinance. These will provide users of the map quick access to authoritative and accurate information supporting decision making. Wightman will provide training to Village staff during the review meeting regarding access and use of the interactive map.

Lastly, a layer within the GIS map will be created which allows selected parcels to be filtered. This will give the Village the ability to select vacant parcels and they will show up on the GIS map. Therefore, as parcels become developed and/or vacant, the Village can update the map to display the most accurate information.

Advise Village on Strategy for Providing Public Utilities for Future Development:

Wightman will analyze the existing water and sanitary sewer systems in relation to the location of the desired vacant lots to be develop. Solutions to provide the vacant lots public utilities shall be produced along with preliminary cost estimates.

The Village and Wightman will meet to review the preliminary GIS map and cost estimates, and the proposed solutions to providing the vacant lots utilities.

Any necessary revisions will be made to both the map and the cost estimates. The final map, solutions, and cost estimates shall then be presented to the Village.

Additional Service Options:

As an additional option to mapping the water main locations, we are proposing to populate attributes in the GIS system including water main install date, size, and material (when known). This information would be



populated from the water system drawings, which would be scanned and digitized into the GIS system as a part of this process.

Section III - Fees

We propose to complete the above Scope of Services, less Additional Service Options, for a fixed fee of **\$7,600** plus reimbursable expenses. See cost breakdown below:

Project Cost Summary	
GIS Services	
Map Zoning	\$1,450
Map Water Mains	875
Filter Vacant Lots Layer	400
Develop Online Map	1,175
<i>Subtotal</i>	<i>\$3,900</i>
Consultation, Cost Estimates, and Meetings	
Preliminary Cost Estimates and Analysis	1,825
Meeting, Revisions, and Presentation	1,875
<i>Subtotal</i>	<i>\$3,700</i>
<i>Total</i>	<i>\$7,600</i>
Additional Services	
Locate and Digitize Water Plans	2,075
Populate Water Attributes in GIS	700
<i>Total Additional Services</i>	<i>\$2,775</i>

You should budget an additional 4% to 6% of the fee listed above for reimbursable expenses. A schedule of eligible expenses is listed in the attached Terms and Conditions document.

Section IV – Deliverables

1. Online GIS map containing the following data layers:
 - a. Village boundary and properties.
 - b. Vacant lots filter.
 - c. Zoning.
 - d. Water and sanitary sewer.
2. Consultation on extending the water and sewer systems to desired development areas.

Section V – Schedule

The below schedule is estimated and can be adjusted within reason to facilitate the Village's needs:

Authorize Wightman to Begin Work	April 13 th , 2021
Complete Preliminary Map	May 28 th , 2021
Complete Analysis and Cost Estimates	May 28 th , 2021
Meet with Village to Review	Early / Mid June 2021



Complete GIS Mapping
Present to the Village

July 2nd, 2021
July 13th, 2021

Section VI – Terms and Conditions

Our standard terms and conditions are attached.

We are extremely excited by the opportunity to partner with you on this project. If our proposal is acceptable to you, please sign below to authorize us to begin work and return a copy to our office.

If you have any questions, please feel free to contact me.

Very truly yours,



Paul Harvey, Project Manager
pharvey@gowightman.com

cc: Todd Hackenberg, Village of Lawton; Matt Davis, P.E., LEED AP, Wightman

This proposal is approved and accepted by:

By: _____
Signature

Date: _____

By: _____
Printed Name

Title: _____

Company Name and Address (Billing)



ORDINANCE NO. 200 of 2021

CONSUMERS ENERGY COMPANY GAS FRANCHISE ORDINANCE

AN ORDINANCE, granting to CONSUMERS ENERGY COMPANY, its successors and assigns, the right and authority to lay, maintain and commercially operate gas lines and facilities including but not limited to mains, pipes, services and on, under, along, and across public places including but not limited to highways, streets, alleys, bridges, and waterways, and to conduct a local gas business in the VILLAGE OF LAWTON, VAN BUREN COUNTY, MICHIGAN, for a period of thirty years.

THE VILLAGE OF LAWTON ORDAINS:

SECTION 1. GRANT and TERM. The VILLAGE OF LAWTON, VAN BUREN COUNTY, MICHIGAN, hereby grants to Consumers Energy Company, its successors and assigns, hereinafter called "Consumers" the right and authority to lay, maintain and commercially operate gas lines and facilities including but not limited to mains, pipes, services and valves on, under, along, and across public places including but not limited to highways, streets, alleys, bridges, and waterways, and to conduct a local gas business in the VILLAGE OF LAWTON, VAN BUREN COUNTY, MICHIGAN, for a period of thirty years.

SECTION 2. CONDITIONS. No public place used by Consumers shall be obstructed longer than necessary during construction or repair, and shall be restored to the same order and condition as when work was commenced. All of Consumers' gas lines and related facilities shall be placed as not to unnecessarily interfere with the public's use of public places. Consumers shall have the right to trim or remove trees if necessary in the conducting of such business.

SECTION 3. HOLD HARMLESS. Consumers shall save the Village free and harmless from all loss, costs and expense to which it may be subject by reason of the negligent construction and maintenance of the lines and related facilities hereby authorized. In case any action is commenced against the Village on account of the permission herein given, Consumers shall, upon notice, defend the Village and its representatives and hold them harmless from all loss, costs and damage arising out of such negligent construction and maintenance.

SECTION 4. EXTENSIONS. Consumers shall construct and extend its gas distribution system within said Village, and shall furnish gas service to applicants residing therein in accordance with applicable laws, rules and regulations.

SECTION 5. FRANCHISE NOT EXCLUSIVE. The rights, power and authority herein granted, are not exclusive.

SECTION 6. RATES and CONDITIONS. Consumers shall be entitled to provide gas service to the inhabitants of the Village at the rates and pursuant to the conditions as approved by the Michigan Public Service Commission. Such rates and conditions shall be subject to review and change upon petition to the Michigan Public Service Commission.

SECTION 7. REVOCATION. The franchise granted by this ordinance is subject to revocation upon sixty (60) days written notice by either party. Upon revocation this ordinance shall be considered repealed and of no effect past, present or future.

SECTION 8. MICHIGAN PUBLIC SERVICE COMMISSION JURISDICTION. Consumers remains subject to the reasonable rules and regulations of the Michigan Public Service Commission applicable to gas service in the Village and those rules and regulations preempt any term of any ordinance of the Village to the contrary.

SECTION 9. REPEALER. This ordinance, when enacted, shall repeal and supersede the provisions of any previous Consumers' gas franchise ordinance adopted by the Village including any amendments.

SECTION 10. EFFECTIVE DATE. This ordinance shall take effect on _____.

We certify that the foregoing Franchise Ordinance was duly enacted by the Village Council of the VILLAGE OF LAWTON, VAN BUREN COUNTY, MICHIGAN, on the 13th day of April, 2021.

Paul Knudstrup, Village President

Attest:

I, Joni Bell, Clerk of the VILLAGE OF LAWTON, VAN BUREN COUNTY, MICHIGAN, DO HEREBY CERTIFY that the ordinance granting Consumers Energy Company, a gas franchise, was properly adopted by the Village Council of the VILLAGE OF LAWTON, VAN BUREN COUNTY, MICHIGAN, and that all proceedings were regular and in accordance with all legal requirements.

Joni Bell, Village Clerk

Dated: April 14, 2021

**VILLAGE OF LAWTON
COUNTY OF VAN BUREN
STATE OF MICHIGAN**

RESOLUTION NO. 10-21

**A RESOLUTION OF SUPPORT FOR D. COY DUCKS, LOCATED AT
201 N MAIN STREET, LAWTON MI, TO ESTABLISH A SIDEWALK
CAFÉ' AND ACCEPT RESPONSIBILITY OF ENFORCEMENT.**

At a regular meeting of the Village Council for the Village of Lawton, Michigan, held at the Village Hall in Lawton, Michigan, on the 11th day of May 2021, at 7:00 p.m.

PRESENT:

ABSENT:

The following Resolution was offered by Councilperson _____ and supported by Councilperson _____.

WHEREAS, the Applicant complies with The Michigan Department of Transportation's (MDOT) Special Conditions for a Sidewalk Café; and

WHEREAS, the Applicant complies with Public Act 300 of 1949, as amended, which allows MDOT to permit the use of State Highway Right-of-Way for the purposes of establishing Sidewalk Cafés; and

WHEREAS, the Applicant complies with the Michigan Liquor Control Commission requirements; and,

WHEREAS, the Applicant complies with all American with Disabilities Act (ADA) requirements; and

WHEREAS, the Applicant agrees to add the Village of Lawton as Additionally Insured to the insurance and supply the Village with a copy; and

WHEREAS, the Applicant agrees not to trim trees, hand signs on existing lighting or otherwise modify the public property within the State Highway Right-of-Way; and

WHEREAS, the Applicant must leave a minimum of 6' of unobstructed clearance on the sidewalk adjacent to the sidewalk cafe; and

WHEREAS, Applicant understands that the Resolution of Support expires on December 31st of each year and must be requested each year; and

NOW, THEREFORE, BE IT RESOLVED that the Village Council supports the addition of a sidewalk café adjacent to D. Coy Ducks, and agrees to accept the responsibility of enforcement.

The above resolution was offered by _____ and supported by _____.

YEAS: Council Members:

NAYS: Council Members:

ABSTAIN: Council Members:

ABSENT: Council Members:

ADOPTED this 11th day of May 2021.

VILLAGE OF THE VILLAGE OF LAWTON

BY: _____
Paul Knudstrup, President

BY: _____
Joni Bell, Village Clerk

CERTIFICATION

I, Joni Bell, duly appointed Clerk of the Village of Lawton, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Lawton Village Council at a regular meeting held on May 11 , 2021 in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of Michigan, 1976, as amended, the minutes of the meeting were kept and will be or have been made available as required by said Act.

VILLAGE OF LAWTON

BY: _____
Joni Bell, Village Clerk



Local Governmental Unit Approval For Social District Permit
Village of Lawton, County of Van Buren, State of Michigan
RESOLUTION NO. 11-21

Instructions for Governing Body of Local Governmental Unit:

A qualified licensee that wishes to apply for a Social District Permit must first obtain approval from the governing body of the local governmental unit where the licensee is located and for which the local governmental unit has designated a social district with a commons area that is clearly marked and shared by and contiguous to the licensed premises of at least two (2) qualified licensees, pursuant to MCL 436.1551. Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a _____ regular _____ meeting of the _____ Lawton Village Council _____ council/board
(regular or special) (name of city, township, or village)

called to order by _____ President Paul Knudstrup _____ on _____ Tuesday, May 11 _____ at _____ 7:00 p.m. _____
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from _____ D COY, LLC DBA D COY DUCKS _____
(name of licensee - if a corporation or limited liability company, please state the company name)

for a **Social District Permit** is _____ recommended _____ by this body for consideration for approval by the
(recommended/not recommended)

Michigan Liquor Control Commission.

If not recommended, state the reason: _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the _____ Village of Lawton _____
council/board at a _____ regular _____ meeting held on _____ Monday, May 11, 2021 _____
(regular or special) (date) (name of city, township, or village)

I further certify that the licensed premises of the aforementioned licensee are contiguous to the commons area designated by the council/board as part of a social district pursuant to MCL 436.1551.

Joni Bell, Village Clerk

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.



Local Governmental Unit Approval For Social District Permit
Village of Lawton, County of Van Buren, State of Michigan
RESOLUTION NO. 12-21

Instructions for Governing Body of Local Governmental Unit:

A qualified licensee that wishes to apply for a Social District Permit must first obtain approval from the governing body of the local governmental unit where the licensee is located and for which the local governmental unit has designated a social district with a commons area that is clearly marked and shared by and contiguous to the licensed premises of at least two (2) qualified licensees, pursuant to MCL 436.1551. Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a _____ regular _____ meeting of the _____ Lawton Village Council _____ council/board
(regular or special) (name of city, township, or village)

called to order by _____ President Paul Knudstrup _____ on _____ Tuesday, May 11 _____ at _____ 7:00 p.m. _____
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from _____ Big T, Inc DBA Blg T _____
(name of licensee - if a corporation or limited liability company, please state the company name)

for a **Social District Permit** is _____ recommended _____ by this body for consideration for approval by the
(recommended/not recommended)

Michigan Liquor Control Commission.

If not recommended, state the reason: _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the _____ Village of Lawton _____
council/board at a _____ regular _____ meeting held on _____ Monday, May 11, 2021 _____
(regular or special) (date) (name of city, township, or village)

I further certify that the licensed premises of the aforementioned licensee are contiguous to the commons area designated by the council/board as part of a social district pursuant to MCL 436.1551.

Joni Bell, Village Clerk

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.



Local Governmental Unit Approval For Social District Permit
Village of Lawton, County of Van Buren, State of Michigan
RESOLUTION NO. 13-21

Instructions for Governing Body of Local Governmental Unit:

A qualified licensee that wishes to apply for a Social District Permit must first obtain approval from the governing body of the local governmental unit where the licensee is located and for which the local governmental unit has designated a social district with a commons area that is clearly marked and shared by and contiguous to the licensed premises of at least two (2) qualified licensees, pursuant to MCL 436.1551. Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a _____ regular _____ meeting of the _____ Lawton Village Council _____ council/board
(regular or special) (name of city, township, or village)

called to order by _____ President Paul Knudstrup _____ on _____ Tuesday, May 11 _____ at _____ 7:00 p.m. _____
(date) (time)

the following resolution was offered:

Moved by _____ Supported by _____

that the application from _____ Barn Brewer's Brewery, DBA Barn Brewer's LLC _____
(name of licensee - if a corporation or limited liability company, please state the company name)

for a **Social District Permit** is _____ recommended _____ by this body for consideration for approval by the
(recommended/not recommended)

Michigan Liquor Control Commission.

If not recommended, state the reason: _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the _____ Village of Lawton _____
council/board at a _____ regular _____ meeting held on _____ Monday, May 11, 2021 _____
(regular or special) (date) (name of city, township, or village)

I further certify that the licensed premises of the aforementioned licensee are contiguous to the commons area designated by the council/board as part of a social district pursuant to MCL 436.1551.

Joni Bell, Village Clerk

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

LAWTON POLICE DEPARTMENT – COUNCIL REPORT

APRIL 2021

Calls for Service/Complaints-----	98
Ordinance complaints-----	3
Blight (2) Zoning (0) Misc. (1)	
Traffic stops-----	27
Citations issued (15) Verbal warnings (24)	
Arrests-----	6
Accidents-----	1
Parking citations-----	0
HOURS WORKED: Scheduled (Full-time)	483.5
Scheduled (Part-time)	122.5
Overtime hours	94
Vacation hours	136
Sick leave hours	60 (COVID)

COMMUNITY POLICING:

Officers made **(200+)** field contacts and **(43)** business contacts.

Officer were present during High School sporting events.

NOTABLE INCIDENTS:

200 E. Second St. – Officer Hitchcock investigated the B&E of a garage where a bicycle was stolen. The home is only occupied half the year, and the garage was not locked. The exact time of the larceny is unknown and no suspect has been identified.

Officer Weekly investigated the larceny of a wallet from Wagoner's after the owner inadvertently dropped it. The wallet was picked up by an identified subject and ultimately recovered (minus the money). The suspect was contacted, as well as the suspect's girlfriend, after she made a false report of finding the wallet on the sidewalk. The suspect was charged with larceny from a building and the girlfriend was charged with making a false police report. Both charges were authorized by the Prosecutor's Office.

ADDITIONAL:

For the month of April, Lawton officers spend many hours of directed traffic patrol, specifically targeting speed violations. The number of hours spent in the following locations is as follows:

9.67 hours – Main St.

20.17 hours – All other areas within the Village

Total hours – 29.84

A new hand-held Lidar (laser) has been ordered which will assist in our speed enforcement activity.

Respectfully,

Chief Jeffrey Mack

Van Buren County File Class / Section Report

Number	Sub-Beat	Date	Offense	Location	Incident Code-Type	Officer
21-0448	LAWTON-1	04/19/2021	BLIGHT ORDINANCE 93.01 Blight Ordinance 93.01	523 Durkee Street	- Couch in yard	Mack, J. <i>Removed</i>
21-0484	LAWTON-1	04/29/2021	BLIGHT ORDINANCE 93.01 Blight Ordinance 93.01	121 Walker Street	- Junk Auto	Mack, J. <i>open/pending</i>
Total:	2					

WATER/SEWER OPERATIONS REPORT

April 2021

- 1) 10,857,000 Gallons of water were pumped during the month compared to 9,227,000 in 2020.
- 2) The average daily usage was 361,900 gallons.
- 3) Routine sampling was done with all samples being non detect.
- 4) We will be doing our tri annual Lead and Copper sampling this summer.

Total hours for the month	Water – 41	Overtime – 9
	Sewer – 163	Overtime – 28

VILLAGE OF LAWTON WWTP

Operations Report

Wastewater Treatment

- In April a total of 1.05 million gallons of treated wastewater was discharged into the tributary to the South Branch of the Paw Paw River. The daily effluent flows averaged 35,000 gallons per day, which is approximately 18% of the hydraulic capacity of the plant.

Regulatory Matters

- The Discharge Monitoring Report for April has been electronically submitted to the MDEQ.

Land Application Program

1,000 gallons of activated sludge was pumped over to the sludge storage tank.

PUBLIC SERVICES REPORT

April 2021

CEMETERY

1) We had 1 interment in the month of April

Hours for the month –43 Overtime – 0

MOTORPOOL

1) General maintenance was performed on equipment

2) did some painting on the new dump truck bumper, underbody scraper

Hours for the Month – 81 Overtime – 0

BUILDINGS & GROUNDS

1) No activity other than general maintenance

Hours for the month – 23 Overtime – 0

CIVIC ACTIVITIES

1) We put up the banners for the graduates.

Hours for the month 18

PARKS

1) General maintenance and cleanup was performed.

2) been working with the church they have some volunteers and want to do a few things at the park on May 15th from 10am-12pm.

3) we have gotten a new bench for cannon park we need to pour a pad for it

Hours for the month – 76 Overtime – 9

STREETS & SIDEWALKS

1) no activity other than general maintenance

Hours for the month

Major Preservation – 17 Local Preservation – 37

Major winter Maint. – 0 Local winter Maint. – 0

Streets (not act 51) – 124 Sidewalks – 0

Vacation hours – 98 Sick time – 40

Respectfully Submitted,

Todd Hackenberg

Superintendent of Public Works