

VILLAGE *of* LAWTON
VILLAGE COUNCIL MEETING
125 S. MAIN STREET, LAWTON, MI 49065
TUESDAY, JULY 13TH, 2021 – 7:00 P.M.

AGENDA

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. PLEDGE OF ALLEGIANCE**
- IV. CONSENT AGENDA**
 - A. Approval of July 13, 2021, Agenda
 - B. Approval of the June 22nd, 2021, Council Meeting Minutes
 - C. Approval of Disbursements in the amount of \$144,688.02.
 - D. Establish a first reading and public hearing for Ordinance 201, the adoption of the International Property Maintenance Code, on Tuesday, August 10th, at 7:00 p.m.
- V. COMMUNICATIONS / CORRESPONDENCE / PRESENTATIONS**
 - A. Correspondence from the Van Buren County Conservation District inviting the Village to participate in the Van Buren County Recycling Program Partnership Contract.
 - B. Presentation by Josh Gabrielse of Siegfried Crandall PC regarding the Village of Lawton Fiscal Year 20/21 Audit.
- VI. CITIZENS' COMMENTS – (Please keep comments to 3 minutes)**
- VII. PUBLIC HEARINGS / APPOINTMENTS / PROCLAMATIONS**
- VIII. OLD BUSINESS**
 - A. Resolution #14-21 Establishing the Lawton Village Council Rules of Procedure.....Staff Recommends Approval

- B. Contract to include structural code enforcement services and Zoning Permit Review in the amount of \$550 per month.....Staff Recommends Approval

IX. NEW BUSINESS

- A. Resolution #15-21 Recommending the Michigan Department of Transportation utilize a full road closure detour for the upcoming 2023 reconstruction of M-40 through the Village of Lawton.....Staff Recommends Approval
- B. Request from Duane Packard for a permit to open burn large stumps at his property located at the corner of Fourth Street and Walker Avenue.....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 – *August 10th, 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 the 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.



VILLAGE OF LAWTON

Regular Meeting Minutes – Tuesday June 22, 2021, at 7:00 p.m.

Hybrid Meeting was held in person and remotely

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

WWW.LAWTONMI.GOV 269.624.6407

MINUTES

- I. **CALL TO ORDER** President Knudstrup called the June 22, 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: E. Dudek, N. Smith, J. Appleby, J. Peterson, and R. Turner. Absent: G. Dudek. Others present: Village Manager Imus
- IV. **CONSENT AGENDA:** The Consent Agenda included the approval of the June 22, 2021, Council Agenda, the June 08, 2021 Council Meeting Minutes, Council Meeting. Peterson made motion to approve the Consent Agenda as presented with support from E. Dudek. A unanimous voice vote approved the motion.
- V. **COMMUNICATIONS AND CORRESPONDENCE:**
 - A. Manager Imus received an email stating that our revenue from the American Recovery Funds will be in the amount of \$188,927.00 based on \$160.44 per person in the village from our 2019 population of 1805.
- VI. **CITIZENS' COMMENTS: NONE**
- VII. **PUBLIC HEARINGS / APPOINTMENTS:**
 - A. Truth in Taxation Public Hearing, Appleby made motion to open the public hearing to hear comment on establishing the 2020 Millage Rates. seconded by Turner. A favorable voice vote was taken.
 - B. President Knudstrup asked for public comment and received no response.
 - C. Turner made a motion to close the Public Hearing with support from Smith. A unanimous voice vote was taken.
 - D. Appleby with support from Smith made a motion to adopt Resolution 12-21, a resolution to establish the Village of Lawton 2020 Millage Rates at a total of 16.9595 Mills. A voice vote was taken with all in favor.
- VIII. **OLD BUSINESS: NONE**
- IX. **NEW BUSINESS:**
 - A. Manager Imus gave an informative presentation on Municipal Finance Fundamentals.

- B. Manager Imus provided a summary of current Village projects that included a general completion timeline, what Committee(s) oversee the project and if it is currently in the budget.
- C. Peterson moved to adopt Resolution 13-21, a Resolution to Amend the Budget of the 2021/2022 Village of Lawton General Appropriations Act, supported by Turner. A unanimous roll call vote was taken to carry the motion.

X. BOARD, COMMITTEE, AND STAFF REPORTS: NONE

XI. COUNCIL COMMENTS: NONE

XII. ADJOURNMENT:

E. Dudek, supported by Turner, made a motion to adjourn the meeting at 8:50 p.m. A voice vote was taken with unanimous approval of those present. The next regular scheduled meeting is July 13, 2021.

Respectfully Submitted by Joni Bell, Village Clerk

CHECK REGISTER FOR VILLAGE OF LAWTON
 CHECK DATE FROM 06/01/2021 - 06/30

Check Date	Check	Vendor Name	Description	Amount
Bank GEN GENERAL CHECKING				
06/09/2021	4763	ADAMS HARDWARE	CONSOLIDATED BILLS	553.91
06/09/2021	4764	ALLEN EDWIN HOME BUILDERS, LLC	BUILDING PERMIT REFUND	15.00
06/09/2021	4765	BADGER METER, INC	BEACON MBL HOSSTING SERV UNIT	30.06
06/09/2021	4766	BEN W. JOHNSON	MAY CLEANING X4	440.00
06/09/2021	4767	BLOOMINGDALE COMMUNICATIONS	TELEPHONE FOR ACCT NO 0003714	334.86
06/09/2021	4768	CONSUMERS ENERGY	HEAT FOR ACCT NO 1000 0710 3904 202 JAME HEAT FOR ADDRESS 125 MAIN ST ACCT NO 100 625 W UNION ST ACCT NO 1000 0710 4159	170.13 42.19 102.64 <u>314.96</u>
06/09/2021	4769	DARCI WARKENTIEN	RETURNED DEPOSIT FEE FOR 05/30/21 S PAVI	50.00
06/09/2021	4770	DICKINSON WRIGHT PLLC	ECONOMIC DEVELOPMENT PROJECT	1,144.44
06/09/2021	4771	FRONTIER	TELEPHONE AND INTERNET FOR DPW AND WWTP	593.96
06/09/2021	4772	GAIL DUDEK	DDA FLOWER POTS; MEMORIAL DAY FLOWERS FO	494.47
06/09/2021	4773	HONESTY ANDERSON	RETURNED DEPOSIT FEE FOR 06/05/21 - S PA	50.00
06/09/2021	4774	INDIANA MICHIGAN POWER CO.	4223 E SECOND ST ACCT NO 047-602-618-1-0 ELECTRIC - STREET LIGHTING	103.36 948.39 <u>1,051.75</u>
06/09/2021	4775	JAMES & CECILIA REEVES	RETURNED DEPOSIT FEE FOR 06/06/21 S PAVI	35.00
06/09/2021	4776	JULIE BARNETT	RETURNED DEPOSIT FEE FOR 05/01/21- LARGE	50.00
06/09/2021	4777	LAWSON OIL COMPANY	NO LEAD REGULAR PDF	1,376.89 221.10 <u>1,597.99</u>
06/09/2021	4778	MICHIGAN MUNICIPAL LEAGUE	POOL RENEWAL PREMIUM POLICY #MML00109403	41,074.00
06/09/2021	4779	NYE UNIFORM COMPANY	CARGO PANTS CARGO PANTS - GABE WEEKLY	67.50 67.50 <u>135.00</u>
06/09/2021	4780	OFFICE DEPOT	ENVELOPE #10 BUSINESS CARDS, KLEENEX PENS	53.26 62.99 7.39 <u>123.64</u>
06/09/2021	4781	POSTMASTER	POST OFFICE BOX 367 - 1 YR RENEWAL	132.00
06/09/2021	4782	PRIORITY HEALTH	INSURANCE GROUP ID 794824	6,472.01
06/09/2021	4783	REPUBLIC SERVICES OF	WASTE REMOVAL	282.95
06/09/2021	4784	SAFEBUILT	PERMITS FOR 114 N MAIN, 223 RAILROAD, 11	913.90
06/09/2021	4785	THE CLOTHES BASKET	DRY CLEANING	97.75
06/09/2021	4786	THE STANDARD	LIFE INSURANCE ACCT NO 00 168051 0001	903.00
06/09/2021	4787	TIM BROOKS	WORK SHIRTS	40.00
06/09/2021	4788	TODD A HACKENBERG	3 BUILDING MATS	15.87
06/09/2021	4789	VAN BUREN COUNTY	VERIZON AIRCARD - JUNE	80.02
06/09/2021	4790	VERIZON WIRELESS	MOBILE PHONE TABLETS	327.80
06/09/2021	4791	VICTORIA WHIPPLE	RETURNED DEPOSIT FEE FOR 4/17/21 - SMALL	50.00
06/09/2021	4792	VILLAGE OF PAW PAW	WATER LAB ANALYSIS	150.00
06/09/2021	4793	WAGONER'S	WWTP CONSOLIDATED	16.77
06/09/2021	4794	WIGHTMAN	PROJECT 120353 GENERAL PROFESSIONAL SERV PROJECT 214043 LAWTON COMMUNITY WIDE CAP	910.00 2,650.00

Check Date	Check	Vendor Name	Description	Amount
				3,560.00
06/23/2021	4798	MARKET VAN BUREN	MARKET VAN BUREN BUSINESS RECOGNITION AW	50.00
06/23/2021	4799	VAN BUREN INTERMEDIATE SCHOOL DISTR	DRAW 4 FOR HOUSE ON 423 E SECOND ST	40,000.00
06/24/2021	4800	APPLIED IMAGING	LIBRARY COPIER CONTRACT NO CN3599-01 - A	164.69
06/24/2021	4801	BAKER & TAYLOR, INC.	DVDS	41.86
			BOOKS	53.09
			BOOKS	277.09
				372.04
06/24/2021	4802	BLOOMINGDALE COMMUNICATIONS	PHONE	160.32
06/24/2021	4803	CASS DISTRICT LIBRARY	LOST INTERLIBRARY LOAN MATERIAL AND PROC	21.00
06/24/2021	4804	CENGAGE LEARNING.	JUNE THORNDIKE EDITORS CHOICE	66.28
			THORNDIKE EDITORS CHOICE	49.48
			MAY WESTERN 2 PLAN	45.73
				161.49
06/24/2021	4805	CLARK TECHNICAL SERVICES	LPL 2021 SUPPORT	1,885.00
06/24/2021	4806	LOCK MASTER SECURITY LLC	SERVICE CHARGE AND LABOR TO SETUP PROGRA	1,030.00
06/24/2021	4807	OTC BRANDS, INC	TOYS	104.43
06/24/2021	4808	PETTY CASH LAWTON PUBLIC LIBRARY	DOLLAR TREE, MENARDS, USFS	104.64
06/24/2021	4809	QUILL CORPORATION	CARDSTOCK	13.49
			CARDSTOCK	14.99
			PAPER	22.49
			CARDSTOCK,	59.85
				110.82
06/24/2021	4810	SYNCE/AMAZON	BOOKS, CRAFTS	489.24
06/24/2021	4811	BRONSON HEALTHCARE GROUP	DRUG SCREEN - LIBRARY - NELSON, ELLEN	120.00
			DRUG SCREEN AND PHYSICAL: GIBBS, RICHARD	205.00
				325.00
06/24/2021	4812	CLARK TECHNICAL SERVICES	VOL 2021 SUPPORT	450.00
06/24/2021	4813	CONSUMERS ENERGY	423 E 2ND - ACCT NO 1030 4145 2766	48.33
			423 E 2ND - ACCT NO 1030 4145 2766	28.43
				76.76
06/24/2021	4814	DISPLAY SALES	CEMETERY FLAGS	225.80
06/24/2021	4815	ED JESCHKE	CUSTOM STEPS FOR HOUSE ON 423 E 2ND	475.00
06/24/2021	4816	ELLIS SALES, INC	DDA GOLF CART	785.00
06/24/2021	4817	FERGUSON WATERWORKS #3386	MATERIALS	397.43
06/24/2021	4818	FISHER AUTO PARTS	TAIL LIGHT	14.48
06/24/2021	4819	GABE WEEKLY	WORK BOOTS	231.14
06/24/2021	4820	HS FLEET SERVICES LLC	MAINTENANCE ON WO 1467	849.78
06/24/2021	4821	INDIANA MICHIGAN POWER CO.	423 E SECOND ST ACCT NO 047-602-618-1-0	79.64
			ELECTRIC	5,714.24
				5,793.88
06/24/2021	4822	JONI BELL	SOCIAL DISTRICT STRING LIGHTS X15	132.49
06/24/2021	4823	LAWSON OIL COMPANY	PDF	360.56
			NO LEAD REGULAR	1,910.24

Check Date	Check	Vendor Name	Description	Amount
06/24/2021	4824	MANNING ENTERPRISES, INC	REPAIR 2003 PLOW TRUCK FRAME	374.00
06/24/2021	4825	MARILYN R. CHRISTENSEN, LLP, NCP	PSYCHOLOGICAL ASSESSMENT -PRE EMPLOYMEN	500.00
06/24/2021	4826	MELINA LEONARD	SOCIAL DISTRICT - STRING LIGHTS X2	84.77
06/24/2021	4827	MENARDS	OUTDOOR WALL LIGHT, CEILING FAN GARAGE HEATER	297.26 149.99 <u>447.25</u>
06/24/2021	4828	MICHIGAN RURAL WATER ASSOC.	MEMBER REGISTRATION FOR TODD HACKENBERG	505.00
06/24/2021	4829	MICHIGAN STATE INDUSTRIES	AMERICAN FLAGS	233.35
06/24/2021	4830	OFFICE DEPOT	ROUND LABELS - FOR SOCIAL DISTRICT CUP S SOCIAL DISTRICT CUPS	33.44 141.98 <u>175.42</u>
06/24/2021	4831	PRIORITY HEALTH	INSURANCE GROUP ID 794824	7,995.38
06/24/2021	4832	FUZEVIC LAWN CARE	BLOCK RETAINING WALL, GRASS SEED, RE-GRAD	5,850.00
06/24/2021	4833	REPUBLIC SERVICES OF	WASTE CONTAINERS FOR SUMMER CLEANUP	800.00
06/24/2021	4834	SCOTT A. PADDOCK	235 N MAIN	84.00
06/24/2021	4835	THE STANDARD	LIFE INSURANCE ACCT NO 00 168051 0001	903.00
06/24/2021	4836	VERIZON WIRELESS	MOBILE PHONE TABLETS	327.41
06/24/2021	4837	WIGHTMAN	PROJECT 214043 LAWTON COMMUNITY WIDE CAP PROJECT 120353 GENERAL PROFESSIONAL SERV	3,350.00 1,625.00 <u>4,975.00</u>
06/24/2021	4838	WYOMING ASPHALT PAVING CO, INC	COMMERCIAL TOP COMMERCIAL TOP	201.12 149.28 <u>350.40</u>
06/28/2021	4839	E. J. MCANDREW	RETURNED DEPOSIT FEE FOR 06/11/21 L PAVI	50.00
06/28/2021	4840	EMILY WILTON	RETURNED DEPOSIT FEE FOR 6/19 - S PAVILI	35.00
06/28/2021	4841	KATHY WILLIAMS	RETURNED DEPOSIT FEE FOR 6/12 - L PAVILI	50.00
06/28/2021	4842	RACHEL BOSWELL	RETURNED DEPOSIT FEE FOR 6/27 - L PAVILI	50.00
06/28/2021	4843	RENEE WALLS	RETURNED DEPOSIT FEE FOR 6/26 - S PAVILI	50.00
06/28/2021	4844	SAFEBUILD	PERMITS FOR 325 S HAMILTON, 503 E 2ND, 6	1,715.70
06/30/2021	4845	MICHIGAN RURAL WATER ASSOC.	MEMBER REGISTRATION FOR JAMES STERMER	320.00
06/30/2021	4846	JESSICA MICHAEL	FACADE GRANT REIMBURSEMT	1,000.00

GEN TOTALS:

Total of 81 Disbursements:

144,688.02



VAN BUREN CONSERVATION DISTRICT

June 3, 2021

Village of Lawton
P.O. Box 367
Lawton, MI 49065

Dear Village of Lawton Board Members,

I hope the start of the year has been good to you! We at the conservation district are in full swing, collection season! The Van Buren Conservation District's Recycling Program is growing, and we invite you to partner with us on all that is happening in our communities for our residents. I apologize for the tardiness of this letter; I meant to have this to you several weeks ago.

This year includes the following collections – all of which are FREE to Van Buren County residents and landowners because of millage funding and municipality contributions!

- Tuesday, April 20, 2021 | 10:00 AM – 1:00 PM | South Haven Public Works Building | 1199 8th Avenue, South Haven
 - *What Will Be Collected: large tires, tractor tires (must pre-register)*
- Wednesday, April 21, 2021 | 4:00 PM – 7:00 PM | South Haven Public Works Building | 1199 8th Avenue, South Haven
 - *What Will Be Collected: large tires, tractor tires (must pre-register)*
- Saturday, April 24, 2021 | 8:00 AM – 3:30 PM | Village of Decatur Transfer Station | 300 W Beers Street, Decatur
 - *What Will Be Collected: passenger tire (must pre-register) and electronics*
- Thursday, May 13, 2021 | 3:00 PM – 7:00 PM | Covert Township Transfer Station | 76890 34th Avenue, Covert
 - *What Will Be Collected: passenger tires (must pre-register) and electronics*
- Wednesday, May 26, 2021 | 3:00 PM – 7:00 PM | Van Buren Youth Fairground | 55670 CR 681, Hartford
 - *What Will Be Collected: passenger tires (must pre-register) and electronics*
- Saturday, June 12, 2021 | 9:00 AM – 2:00 PM | Van Buren County Mental Health | 801 Hazen Street, Paw Paw
 - *What Will Be Collected: passenger tires (must pre-register), electronics, household hazardous waste, and paint*
- Wednesday, July 7, 2021 | 3:00 PM – 7:00 PM | Columbia Township Transfer Station | 52 ½ Street, Breedsville, MI – a ½ mile north of CR 380
 - *What Will Be Collected: passenger tires (must pre-register) and electronics*
- Monday, July 12, 2021 | 9:00 AM – 12:00 PM | Van Buren County Building & Grounds | 753 Hazen Street, Paw Paw
 - *What Will Be Collected: large tires, tractor tires (must pre-register)*
- Tuesday, July 13, 2021 | 4:00 PM – 7:00 PM | Van Buren County Building & Grounds | 753 Hazen Street, Paw Paw
 - *What Will Be Collected: large tires, tractor tires (must pre-register)*
- Saturday, August 7, 2021 | 9:00 AM – 2:00 PM | South Haven Public Works Building | 1199 8th Avenue, South Haven
 - *What Will Be Collected: passenger tires (must pre-register), electronics, household hazardous waste, and paint*

As we invite you to partner with us to continue to provide more services and programs for our residents, we ask you to fill out the enclosed Van Buren County Recycling Program Partnership Contract. The funds you contribute will be used to help fund the above-listed events. In addition, filling out this contract and pledging funding for your residents indicates to us that you also have interest in doing one or more of the following with the help of the Van Buren Conservation District and will therefore help us prioritize your

1035 E. Michigan Avenue, Paw Paw, Michigan 49079
Phone 269.657.4030 x5
www.VanBurenCD.org



VAN BUREN CONSERVATION DISTRICT

community as a host community for collections of interest to you in 2022 since we cannot host a collection in every community every year:

- help fund your residents' household hazardous waste, paint, and electronics recycling/disposal
- host a tire, household hazardous waste, and/or electronics collection
- host a year-round electronics collection program
- host a year-round agricultural -icide container program
- host public space and/or roadside cleanup days

In the 2019-2020 fiscal year, Van Buren County residents responsibly recycled and disposed of 10,805 pounds of paint and 7,300 pounds of household hazardous waste. Over 5,500 passenger tires were removed from Van Buren County, and 32,812 pounds of electronics were recycled. Pretty good for a pandemic year!

Last year, it cost \$92,788.58 to run the recycling program. County contributions accounted for \$17,800.00 of those funds, and municipal contributions accounted for \$8,250.00 of those funds. With your partnership, we can expand what we offer our residents and do more to improve Van Buren County for us all.

Please find enclosed the *2021 Recycling Program Contract* for your review and response. **Please fill out and return the contract by August 1, 2021 whether you wish to pledge funding or not.** We want to learn what would benefit your residents and be a more attractive partnership to your municipality. Please sign the contract and email a scanned copy to: resourcerecovery@vanburencd.org or mail the hard copy to:

Van Buren Conservation District
c/o Emily Hickmott
1035 E. Michigan Ave.
Paw Paw, MI 49079

Once received, the Van Buren Conservation District will issue an invoice (if applicable). Please mention these collections at your board meetings throughout the spring and summer and promote them in other ways throughout your community, as you see fit. If you have any questions regarding the Recycling Program, please feel free to contact me.

Thank you for your support,

Emily Hickmott
Recycling Coordinator, Van Buren Conservation District
resourcerecovery@vanburencd.org

1035 E. Michigan Avenue, Paw Paw, Michigan 49079
Phone 269.657.4030 x5
www.VanBurenCD.org

**2021 Van Buren County Recycling Program
Contract with the Van Buren Conservation District**



The _____ (municipality name) will participate in the 2021 Van Buren County Recycling Program and therefore pledges funding to help support the residents in our municipality to properly dispose of their confidential documents, household hazardous waste, electronics, tires, and more.

The funding you pledge will be used to help support the residents in your municipality to properly dispose of the previously listed materials. In addition, by filling out this contract and pledging funding for your residents, you indicate to us that you also have interest in doing one or more of the following with the help of the Van Buren Conservation District (VBCD) **(Please check all that you are currently interested in.):**

- help fund your residents' household hazardous waste, tires, and electronics recycling/disposal
- host a tire, household hazardous waste, and/or electronics collection
- host a year-round electronics collection program
- host a year-round agricultural -icide container program
- host public space and/or roadside cleanup days
- other: _____

Please mark "X" alongside one of the options below to indicate the support your municipality pledges to provide the residents in your municipality.

___ Our municipality agrees to contribute \$250.00 to the Van Buren Recycling Program

___ Our municipality agrees to fund \$500.00 to the Van Buren Recycling Program

___ Our municipality agrees to fund \$750.00 to the Van Buren Recycling Program

___ Our municipality agrees to fund \$1,000.00 to the Van Buren Recycling Program

___ Our municipality agrees to fund \$1,500.00 to the Van Buren Recycling Program

___ Our municipality agrees to fund \$2,000.00 to the Van Buren Recycling Program

___ Our municipality is not interested in funding our residents' special recycling and disposal options at this time. We decline the option to be prioritized for other programs at this time.

___ Our municipality participates in other special collection opportunities; therefore, our residents are covered through that program. We decline the option to be prioritized for other programs at this time.

Regardless of municipality funding support, Van Buren County residents are welcome to utilize the household hazardous waste, passenger tire, and electronics collections to properly recycle their materials.

Billing and Invoices: After the signed contract is received from your municipality, the Van Buren Conservation District will make a note to submit an invoice to the municipality in August 2021 based on your support selection. The municipality shall pay the invoice amount to the Van Buren Conservation District within 30 days of the date of invoice.

Municipality Contact Information: _____ Township/Village/City (*circle one*)

Supervisor's Email

Clerk's Email

Treasurer Email

Other Email

Other Email

Municipality Signature

Printed or typed name

Title

Signature

Date

If the municipality is not interested in partnering with the Van Buren Conservation District and the recycling program in this way, please indicate why below. If there are other programs you would be more interested in partnering with in the future, please let us know what those programs are.

Van Buren Conservation District Signature

Emilly Hickmott

Recycling Coordinator

Printed or typed name

Title

Signature

Date

Contract Signature Page can be sent back to the Van Buren Conservation District the following ways:

Email scanned copy to:
resourcerecovery@vanburencd.org

Mail hard copy to:
Van Buren Conservation District
1035 E. Michigan Ave.
Paw Paw, MI 49079

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

RESOLUTION NO. 14-21

**RESOLUTION ESTABLISHING THE
LAWTON VILLAGE COUNCIL RULES OF PROCEEDURE**

At a regular meeting of the Village Council for the Village of Lawton, Michigan, held at the Village Hall, Lawton, Michigan, on the 13th day of July, 2021, at 7:00 p.m.

PRESENT:

ABSENT:

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

RESOLUTION

WHEREAS, the Lawton Village Council is required by the General Law Village Act, 1895 PA 3, as amended, to adopt “rules of its own proceedings” MCL 65.5, and

WHEREAS, rules of procedure help a council to run an efficient meeting and to deal with the public and the media in a positive manner, and

NOW, THEREFORE, BE IT RESOLVED:

1. The Lawton Village Council does hereby adopts the Rules of Procedures referenced as set forth in Exhibit A to this Resolution, and
2. The council will review its Rules of Procedure at its first meeting after council members have been elected, have taken office and when a quorum is present. Following discussion and any amendments, the council should adopt the rules of procedure.

YEAS: Council Members:

NAYS: Council Members:

ABSTAIN: Council Members:

ABSENT: Council Members:

ADOPTED this 13th day of July, 2021

VILLAGE OF LAWTON

BY: _____
Paul Knudstrup, President

BY: _____
Joni Bell, Village Clerk

CERTIFICATION

I, Joni Bell, the 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 July 13, 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

Lawton Village Council Rules of Procedure

Rules of procedure help a council to run an efficient meeting and to interact with the public and the media in a positive manner. Accordingly, the Lawton Village Council hereby adopts the following rules:

A. Regular and Special Meetings

All meetings of the Village Council will be held in compliance with state statutes, including the Open Meetings Act, 1976 PA 267 as amended, and with these rules.

1. Regular meetings

Regular meetings of the Village Council will be held on second and fourth Tuesday (if necessary) of each month beginning at 7:00 p.m. at the Lawton Village Hall, 125 S Main, Lawton MI, unless otherwise rescheduled by the council. If any regularly scheduled meeting falls on a legal holiday, the regular meeting will be scheduled at the call of the President. Changes in the regular meeting schedule shall not be made except upon the approval of the majority of the members in session.

2. Special meetings

A special meeting shall be called by the Clerk upon the written request of the President or any two members of the council on at least 18 hours' notice as required by the Open Meetings Act. Written notice to each member of council may be served personally or left at the councilmember's usual place of residence. Special meeting notices shall state the purpose of the meeting. No official actions shall be transacted at the special meeting of the council unless the item has been stated in the notice of the meeting. Business conducted at a special meeting is limited to the business indicated in the request and included in the notice of the meeting.

3. Posting requirements for regular and special meetings

- a. Within 10 days after the last meeting of the council in December public notice stating the dates, times and places of the regular monthly council meetings will be published and posted at Village Hall, in accordance with the Open Meetings Act.
- b. For a rescheduled regular meeting or a special meeting of the council, a public notice stating the date, time, and place of the meeting shall be posted at least 18 hours before the meeting at Village Hall.
- c. The notice described above is not required for a meeting of the council in emergency session in the event of a severe and imminent threat to the health, safety, or welfare of the public when two-thirds of the members of the council determine that delay would be detrimental to the Village's efforts in responding to the threat.
- d. The Michigan Open Meetings Act requires that copies of the notice of public meetings be provided by first-class mail upon request and payment of a reasonable yearly fee for the costs of printing and postage, as determined by the council.

4. Minutes of regular, special, or committee of the whole meetings

The Clerk shall attend the council meetings and record all the proceedings and resolutions of the council in accordance with the Open Meetings Act. In the absence of the Clerk, a designee of the council may temporarily perform the Clerk's duties. Copies of minutes of all meetings except closed sessions shall be prepared and made available to the public in accordance with the Open Meetings Act.

Within 15 days of a council meeting a synopsis showing the substance of each separate decision of the council or the entirety of the council proceedings shall be prepared by the Clerk and shall indicate the vote of the council members. After the President approves this document, it shall be published in a newspaper of general circulation in the village or posted in three public places in the Village.

A copy of the minutes of each regular or special council meeting shall be available for public inspection at the Village offices during regular business hours.

5. Study sessions

Upon the call of the President or the council and with appropriate notice to the council members and to the public, the council may convene a work session devoted exclusively to the exchange of information relating to municipal affairs. No votes shall be taken on any matters under discussion, nor shall any council member enter a formal commitment with another member regarding a vote to be taken subsequently.

B. Conduct of meetings

1. Meetings to be public

All regular and special meetings of the council shall be open to the public, and citizens shall have a reasonable opportunity to be heard in accordance with such rules and regulations as the council may determine, except that the meetings may be closed to the public and the media in accordance with the Open Meetings Act MCL 15.267(l).

All official meetings of the council and its committees shall be open to the public and media who may record or transmit its proceedings by radio, television, and photographic services, provided that such arrangements do not interfere with the orderly conduct of the meeting. Council may establish additional rules and regulations governing recording and broadcasting to minimize disruption.

2. Agenda preparation

Pending matters and requests for agenda items of business for regularly scheduled Council meetings, shall be compiled by the Village Clerk and/or Manager. The Village Clerk and/or Manager shall prepare the agenda together with copies of meeting minutes, contracts, resolutions, reports, explanations, and supporting documentation, etc., that relate to the matters of business on the agenda, and distributed to all Council Members, and posted for public inspection.

Any Council Member, department head, organization or person desiring to place a matter on the agenda shall notify the Village Clerk and/or Manager of such item by the close of business a 5:00p.m. on the Wednesday of the week preceding the next regular meeting.

Items that the Village Manager/Clerk do not receive by the stated deadline shall not be considered by the Council except upon the consent of members present. Any council member shall have the right to add items

to the regular agenda before it is approved at the council meeting.

The council agenda shall be prepared with the following order of business

- a. Call to Order and Roll Call
- b. Pledge of Allegiance
- c. Approval of Consent Agenda
- d. Approval of Agenda
- e. Approval of Minutes
- f. Approval of Invoices | Payroll
- g. Public Communications
- h. Verbal comments
- i. Written communications
- j. Appointments / Resignations/ Proclamations
- k. Public Hearings / Presentations / Resolutions
- l. Unfinished Business
- m. New Business
- n. Reports from Commission/Committee/Boards
- o. Reports from Staff
- p. President's Report
- q. Council Reports
- r. Adjournment

3. Consent agenda

A consent agenda is used to allow the council to act on multiple administrative and noncontroversial items in a single motion. Included on this agenda can be approval of the agenda, approval of minutes, payment of bills, approval of recognition resolutions, etc. Upon request of a member, an item shall be removed from the consent agenda and placed on the regular agenda for discussion.

4. Agenda distribution

Council members should receive agenda packets no less than 48 hours prior to any scheduled regular or special meetings via each member's Village-issued email address. If available, agenda packets will accompany the notice of the meeting.

5. Quorum

A majority of the entire elected or appointed and sworn members of the council shall constitute a quorum for the transaction of business at all council meetings. In the absence of a quorum, a lesser number may adjourn any meeting to a later time or date with appropriate public notice. When council members are unable to attend a scheduled council meeting, notification within a reasonable time, via phone call, text or email to the President, Village Manager and Village Clerk should be given.

Remote Attendance. Members of the Village Council may be connected by means of a two-way communication device for the purpose of participating in any Regular or Special Village Council meeting provided a quorum is physically present at the posted meeting place and the communication equipment allows everyone in the meeting to hear each other. Any votes taken during the meeting shall be by roll call. Remote participation shall not be considered attendance for the purpose of establishing a quorum or receiving per diem. Such participation shall be approved in advance by the President and limited to two (2) consecutive meetings and no more than six (6) meetings total in any fiscal year of the Village.

6. Attendance at council meetings

Election to the Village Council is a privilege freely sought by the nominee. It carries with it the responsibility to participate in council activities and represent the residents of the village. Attendance at council meetings is critical to fulfilling this responsibility. A general law Village Council is empowered by Section 65.5 of the General Law Village Act as amended to adjourn a meeting if a quorum is not present.

The council may excuse absences for cause. If a councilmember has more than three unexcused successive absences for regular or special council meetings, the council may enact a resolution of reprimand. If the member's absences continue for more than three additional successive regular or special meetings of the council, the council may enact a resolution of censure or request the councilmember's resignation or both

7. Presiding officer

The presiding officer shall be responsible for enforcing these rules of procedure and for enforcing orderly conduct at meetings. The President is ordinarily the presiding officer. The council shall appoint one of its members President pro tempore, who shall preside in the absence of the President. In the absence of both the President and the President pro tempore, the member present who has the longest consecutive service on the council shall preside.

8. Disorderly conduct

The President may call to order any person who is being disorderly by speaking out of order or otherwise disrupting the proceedings, failing to be germane, speaking longer than the allotted time or speaking vulgarities. Such person shall be seated until the chair determines whether the person is in order.

If the person so engaged in presentation is called out of order, he or she shall not be permitted to continue to speak at the same meeting except by special leave of the council. If the person shall continue to be disorderly and disrupt the meeting, the chair may order the sergeant at arms to remove the person from the meeting. No person shall be removed from a public meeting except for an actual breach of the peace committed at the meeting.

C. Closed meetings

1. Purpose

Closed meetings may be held only for the reasons authorized in the Open Meetings Act, which are the following

- a. To consider the dismissal, suspension, or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member or individual agent when the named person requests a closed meeting.
- b. For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement when either negotiating party requests a closed hearing.
- c. To consider the purchase or lease of real property up to the time an option to purchase or lease that real property is obtained.

- d. To consult with the municipal attorney or another attorney regarding trial or settlement strategy in connection with specific pending litigation, but only when an open meeting would have a detrimental financial effect on the litigating or settlement position of the council.
- e. To review the specific contents of an application for employment or appointment to a public office when a candidate requests that the application remain confidential. However, all interviews by a public body for employment or appointment to a public office shall be held in an open meeting.
- f. To consider material exempt from discussion or disclosure by state or federal statute.

2. Calling closed meetings

At a regular or special meeting, any councilmembers, elected or appointed and serving, by a two-thirds roll call vote may call a closed session under the conditions outlined in Section C.1 of the Open Meetings Act. The roll call vote and purpose(s) for calling the closed meeting shall be entered into the minutes of the public part of the meeting at which the vote is taken.

3. Minutes of closed meetings

A separate set of minutes shall be taken by the Clerk or the designated secretary of the council at the closed session. These minutes will be retained by the Clerk, shall not be available to the public, and shall only be disclosed if required by a civil action, as authorized by the Michigan Open Meetings Act. These minutes may be destroyed one year and one day after approval of the minutes of the regular meeting at which the closed session was approved.

D. Discussion and voting

1. Rules of parliamentary procedure

The rules of parliamentary practice as contained in the latest edition of Robert's Rules of Order - Revised shall govern the council in all cases to which they are applicable, provided that they are not in conflict with these rules, Village ordinances or applicable state statutes. Council may at any time vote to suspend the rules or proceeding and a failure to follow "Roberts Rules of Order" or any other published rules shall not invalidate any action by council taken in accordance with the Village charter and state law.

The chair shall preserve order and decorum and may address points of order in preference to other council members. The chair shall decide all parliamentary questions subject to appeal and reversal by a majority of the councilmembers present.

Any member may appeal to the council a parliamentary ruling of the chair. If the appeal is seconded, the member making the appeal may briefly state the reason for the appeal and the chair may briefly defend the ruling. There shall be no debate on the appeal. The question shall be, "Shall the decision of the chair be sustained?" If the majority of the members present vote "aye," the ruling of the chair is sustained; otherwise it is overruled.

2. Conduct of discussion

During the council discussion and debate, no member should speak until recognized for that purpose by the

chair. After such recognition, the member should confine discussion to the question at hand and to its merits and should not be interrupted except by a point of order or privilege raised by another member. Speakers should address their remarks to the chair, maintain a courteous tone and avoid interjecting a personal note into debate.

No member will be permitted speak more than once on the same question until every other member desiring to speak to that question has had the opportunity to do so. The chair, at his or her discretion and subject to the appeal process, may permit any person to address the council during its deliberations.

3. Ordinances and resolutions

No ordinance, except an appropriation ordinance, an ordinance adopting or embodying an administrative or governmental code or an ordinance adopting a code of ordinances, shall relate to more than one subject, and that subject shall be clearly stated in its title.

A vote on all ordinances and resolutions shall be taken by a roll call vote and entered in the minutes unless it is a unanimous vote. If the vote is unanimous, it shall be necessary only to so state in the minutes, unless a roll call vote is required by law or by council rules.

4. Roll call

In all roll call votes, the names of the members of the council shall be called in an order at the discretion of the Village Clerk. In all roll call votes, the Village Council President votes last.

5. Duty to vote

Election to council carries with it the duty to vote on all matters properly brought before it. Council members present at a council meeting shall vote on every matter before the body, unless otherwise excused or prohibited from voting by law. A council member who is present and abstains or does not respond to a roll call vote shall be counted as voting with the prevailing side and shall be so recorded, unless otherwise excused or prohibited by law from voting.

Conflict of interest, as defined by law, shall be the sole reason for a member to abstain from voting. The opinion of the Village Attorney shall be binding on the council with respect to the existence of a conflict of interest. A vote may be tabled, if necessary, to obtain the opinion of the Village Attorney.

The right to vote is limited to the members of council present at the time the vote is taken. Voting by proxy or by telephone is not permitted. All votes must be held and determined in public; no secret ballots are permitted.

6. Results of voting

In all cases where a vote is taken, the chair shall declare the result. Any council member voting in the majority may move for a reconsideration of the vote on any question at that meeting or at the next succeeding meeting of the council. When a motion to reconsider fails, it cannot be reconsidered.

Except as otherwise provided by Public Act 317 of 1968, as amended, being MCL 15.321 et seq., regarding public contracts involving members of the Council, no member of the Council shall vote on any question in which he or she has a financial interest, or on any question concerning his or her own conduct.

Roll Call Votes. The names and votes of members shall be recorded on all actions to adopt ordinances and resolutions, to appoint or elect officers, financial matters, and all other final actions. Procedural questions may be decided by voice vote. Upon the request of any Council Member, a rollcall vote shall be taken on other motions and actions.

When a roll call vote is required on a question, and after the President has stated the question, the Clerk is directed to call the roll. No motion shall be in order until such roll call is completed, and the result is announced by the President.

In all cases where a non-roll call vote is taken, the President shall decide the results. Any member may call for a division and the "yes" and "no's" shall be called upon by the request of the President or any member.

E. Citizen participation

1. General

Each regular council meeting agenda shall provide for reserved time for public comment. If requested by a member of the council, the chair may allow a member of the audience to speak at times other than reserved time for public comment.

2. Length of presentation

Any person who addresses the council during a council meeting under public comment or for a public hearing shall be limited to 3 minutes in length per individual presentation. The Clerk will maintain the official time and notify the speakers when their time is up.

3. Addressing the council

Persons addressing the council shall state his or her name and home address. Remarks should be confined to the question at hand and addressed to the chair in a courteous tone. No person shall have the right to speak more than once on any subject until all other persons wishing to be heard on that subject have had the opportunity to speak.

F. Miscellaneous

1. Adoption and amendment of rules of procedure

A copy of these rules, as and when adopted by council, shall be distributed to each council member. The council may alter or amend its rules at any time by a vote of a majority of its members serving.

2. Suspension of rules

These rules may be suspended for a specified portion of a meeting by an affirmative vote of a majority of the members present, with the exception that council actions shall conform to state statutes and to the Michigan and the United States Constitutions.

3. Bid awards

Bids will be awarded by the council during regular or special meetings. A bid award may be made at a special meeting of council if that action is announced in the notice of the special meeting.

4. Committees

a. The Village shall have the following standing committees:

- **Water and Sewer Committee** – oversees essential water and sewer utility services to Village residents. The Committee serves the public interest by protecting consumers and ensuring the provision of safe, reliable utility service and infrastructure at reasonable rates, with a commitment to environmental enhancement and a healthy Village economy. The committee recommends project priority lists and committee goals each year.
- **Public Services Committee** - provides support to the department of public works in its activities to improve and maintain the Village's public lands and infrastructure. The committee monitors projects involving major and local street construction as well as general maintenance, park infrastructure, buildings and grounds, sanitation, cemetery, street lighting and general stormwater management issues. The committee also assists in the formation and implementation of the Capital Improvement Plan (CIP), staffing needs and the review and recommendation of departmental policies. The committee recommends project priority lists and committee goals each year.
- **Finance & Administration Committee** – provides financial oversight for the Village, including reviewing and recommending the payment of monthly bills, regular monitoring of the annual budget, financial reporting and the creation and monitoring of internal controls and accountability policies.

The Committee is also responsible for a wide variety of topics centered upon subjects applicable to Village operations, all employees, and elected officials. The Administrative Committee discusses, reviews, and provides recommendations on Village ordinances and resolutions, contracts and other duties associated with municipal government. It is responsible for the overview of operations to maximize efficiencies, including but not limited to, communications, human resource and employee benefits administration, contract management, computer, and technology administration. The committee recommends project priority lists and committee goals each year.

- **Public Safety Committee** - oversees the Police Department including management and personnel. The Police Committee provides support to advance department operational policies, objectives, and procedures, liquor licenses and regularly monitors departmental activities. The Police Committee reviews readiness, including but not limited to, officer training, equipment procurement and staffing requirements. The committee recommends project priority lists and committee goals each year.
- **Community & Economic Development Committee** – assists in the preparing, administering and implementation of community development and housing plans, policies and ordinances that result in the highest quality standards of growth, appearance and convenience for the Village and its residents. The committee is responsible for participation in the Redevelopment Ready Community (RRC) planning program and implementation of the Village's Master Plan and all development regulations.

The committee assists in the retention, growth, promotion, and attraction of businesses to create a more

diversified, sustainable economy, to increase and extend the tax base of business and industry and to increase employment opportunity in the Village. The committee recommends project priority lists and committee goals each year.

The Village Council Committees are appointed by the President, with a different council member assigned to head each committee. The committees will include 3 Council members. The President shall fill any committee vacancies. Committee members shall serve for a term of one year and maybe reappointed.

Special committees may be established for a specific period of time by the President or by a resolution of the council which specifies the task of the special committee and the date of its dissolution.

A member of Council, appointed by the President and confirmed by the Council, must also serve ex-officio on the Downtown Development Authority and the Planning Commission.

b. Citizen task forces

Citizen task forces may be established by the council which specifies the task to be accomplished and the date of its dissolution. Members of such committees will be appointed by the President, subject to approval by a majority vote of the council and must be residents of the Village, unless special skills or experience are useful to the task force in which case up to two non-residents may be appointed to a citizen task force. Vacancies will be filled by majority vote of the council in the same way appointments are made.

5. Authorization for contacting the Village Attorney

The following officials (by title) are authorized to contact the Village Attorney regarding municipal matters:

- a.** Village President
- b.** Village Manager
- c.** those approved by the Village Manager

**AMENDMENT ONE
PROFESSIONAL SERVICES AGREEMENT
BETWEEN VILLAGE OF LAWTON, MICHIGAN
AND SAFEbuilt MICHIGAN, LLC**

This Amendment is entered into to amend the Professional Services Agreement previously entered into on March 03, 2021, by and between Village of Lawton, Michigan, (Municipality) and SAFEbuilt Michigan, LLC, a wholly owned subsidiary of SAFEbuilt, LLC, (Consultant). Municipality and Consultant shall be jointly referred to as the “Parties”.

Amendment Effective Date: This Amendment shall be effective on the latest date fully executed by both Parties.

RECITALS AND REPRESENTATIONS

Parties entered into a Professional Services Agreement (Agreement), by which both Parties established the terms and conditions for service delivery on March 03, 2021; and

Parties hereto now desire to amend the Agreement as set forth herein; and

NOW, THEREFORE

Agreement is hereby amended as set forth below; and

A. Agreement, Exhibit A is hereby amended to include Structural Code Enforcement Services and Zoning Permit Review and Administration Services as follows:

1. LIST OF SERVICES

Structural Code Enforcement Services

- ✓ Perform structural evaluations only on an as-requested basis
- ✓ Customize services in compliance with applicable Municipal code and ordinance requirements
- ✓ Proactively work with Municipality and its citizens to maintain a safe and desirable community
- ✓ Respond to and investigate structural code violations as requested in writing by a municipal official
- ✓ Provide monthly written reports
- ✓ Assist in preparation of cases for court appearances and attend meetings as requested
- ✓ Make presentations to Municipal boards as requested

Zoning Permit Review and Administration Services

- ✓ Basic Residential, Commercial and Industrial zoning administration associated with building permit applications including:
 - Land use, setbacks, structure/building heights and dimensions, lot coverage and parking
 - Site visit activity to ensure setback compliance for building projects
- ✓ Permit research concerning zoning and land use
- ✓ Review of zoning applications to determine permit approval, communicate results to Municipality
- ✓ Preparation of reports and reviews and meeting attendance upon request
- ✓ Review of Land Division Applications with regard to compliance to zoning regulations

2. TIME OF PERFORMANCE

- ✓ Consultant will perform Services during normal business hours on mutually agreed upon days, excluding Municipal holidays
- ✓ Services will be performed on an as-requested basis

Deliverables	
STRUCTURAL CODE ENFORCEMENT SERVICES	Inspections requested before 4:00 p.m. completed the following business day on mutually agreed upon days

B. Agreement, Exhibit A, 3. Fee Schedule shall be replaced with and read in its entirety as follows:

3. FEE SCHEDULE

- ✓ Municipality and Consultant will review the Municipal Fee Schedule and valuation tables annually to discuss making adjustments to reflect increases in the costs incurred by Consultant to provide Services.
- ✓ Beginning January 01, 2022 and annually thereafter, the hourly and monthly rates listed shall be increased based upon the annual increase in the Department of Labor, Bureau of Labor Statistics or successor thereof, Consumer Price Index (United States City Average, All Items (CPI-U), Not Seasonally adjusted, All Urban Consumers, referred to herein as the "CPI") for the Municipality or, if not reported for the Municipality the CPI for cities of a similar size within the applicable region from the previous calendar year, such increase, however, not to exceed 4% per annum. The increase will become effective upon publication of the applicable CPI data. If the index decreases, the rates listed shall remain unchanged.
- ✓ Consultant fees for Services provided pursuant to this Agreement will be as follows:

Service Fee Schedule:	
Inspection Services • Building, Mechanical, Plumbing, Electrical	95% of Municipal Permit Fee as established by ordinance or resolution
Plan Review Services	95% of Municipal Plan Check Fee as established by ordinance or resolution
Structural Engineering Plan Review	\$150.00 per hour – one (1) hour minimum
Permit Technician Service	Included in percentage of fees above
Building Official Service	Included in percentage of fees above
After Hours/Emergency Inspection Services	\$100.00 per hour – two (2) hour minimum
Meeting Attendance (by request only)	\$82.00 per hour – one (1) hour minimum
Non-Permitted Activity (by request only)	\$82.00 per hour – one (1) hour minimum
Structural Code Enforcement Services	\$82.00 per hour – one (1) hour minimum
Zoning Permit Review and Administration Services	\$550.00 per month
Time tracked will start when Consultant checks in at Municipality or first inspection site.	

All other provisions of the original Agreement shall remain in effect, to the extent not modified by Amendment.

IN WITNESS HEREOF, the undersigned have caused this Amendment to be executed in their respective names on the dates hereinafter enumerated.

 Thomas P. Wilkas, CFO
 SAFEbuilt Michigan, LLC

 Date

 Signature
 Village of Lawton, Michigan

 Date

 Name & Title
 Village of Lawton, Michigan

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

RESOLUTION NO. 15-21

**RESOLUTION RECOMMENDING PREFERRED DETOUR ROUTE FOR MDOT 2023
RECONSTRUCTION PROJECT OF M-40 IN THE VILLAGE OF LAWTON**

At a regular meeting of the Village Council for the Village of Lawton, Michigan, held at the Village Hall, Lawton, Michigan, on the 13th day of July 2021, at 7:00 p.m.

PRESENT:

ABSENT:

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

RESOLUTION

WHEREAS, the Michigan Department of Transportation (MDOT) will be reconstructing the M-40 Highway through the length of the Village during the summer of 2023, and

WHEREAS, the highway reconstruction project is estimated to take between 16 and 24 weeks due to the substantial nature of the work that includes replacement of the Lawton Drain culvert; water, sanitary and storm sewer infrastructure; and the construction of a new downtown streetscape, and

WHEREAS, MDOT has presented the Village Council with detour options for the construction project that include either a full detour that completely closes M-40, or a partial detour that will only close half of the street at a time. (see Exhibit A – Detour Descriptions and Maps)

WHEREAS, the benefits of a full detour would include a reduction in construction time (est. 6 weeks), increased construction safety and have potential cost savings, and

WHEREAS, the Village Council held a Town Hall Meeting on Tuesday, May 18th to collect public input on the detour options, and most input favored the full detour to reduce the construction time and inconvenience for our downtown businesses.

NOW, THEREFORE, BE IT RESOLVED that the Lawton Village Council does hereby recommend to the Michigan Department of Transportation that a full detour be undertaken for the 2023 MDOT M-40 Reconstruction project through the Village of Lawton.

YEAS: Council Members:

NAYS: Council Members:

ABSTAIN: Council Members:

ABSENT: Council Members:

ADOPTED this 13th day of July, 2021

VILLAGE OF LAWTON

BY: _____
Paul Knudstrup, President

BY: _____
Joni Bell, Village Clerk

CERTIFICATION

I, Joni Bell, the 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 July 13, 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

M-40 Segment 2 from 4th Street to White Oak Road (Full Reconstruction) Maintenance of Traffic Alternatives

Type of Closure	Traffic Control	Construction Duration	Constructability	Accessibility	Maintaining Traffic Cost	Delay
Part-width Closure with Directional Detour	Detour one direction at a time: Detour SB (White Oak Road, Walker Street, 4th Street) for 1st Stage and NB (Orchard Street, Nursery Street, 66th Avenue) for 2nd Stage	18 weeks (+/-) expected duration	Temporary concrete barrier may be needed in some locations to protect the excavations for the storm sewer and/or road cut, which will limit accessibility to side-streets/driveways at times. Temporary pavement will be needed north of the Railroad Crossing and possibly between 4th and 3rd Streets for the 1st Stage. The single lane of traffic will not be wide-enough for wide loads.	On-street parking will not be available for 1st Stage; on-street parking on SB side will be maintained during 2nd stage.	\$\$	3.0 min
Full-width Closure	Detour both directions of traffic via Orchard Street, Nursery Street, 66th Ave. or, detour NB along Orchard, Nursery and 66th while detouring SB along 66th, 32nd, White Oak, Walker and 4th. Would allow for Lawton Drain culvert work to be done at same time, and when culvert work is complete the SB detour route could be adjusted down to White Oak Road	12 weeks (+/-) expected duration	Safest for the Contractor. Easiest construction for the storm sewer; still need to maintain local/emergency access	Need to maintain local/emergency access; on-street parking would not be available the entire construction duration	\$	3.0 min

M-40 Lawton Drain Maintenance of Traffic Alternatives

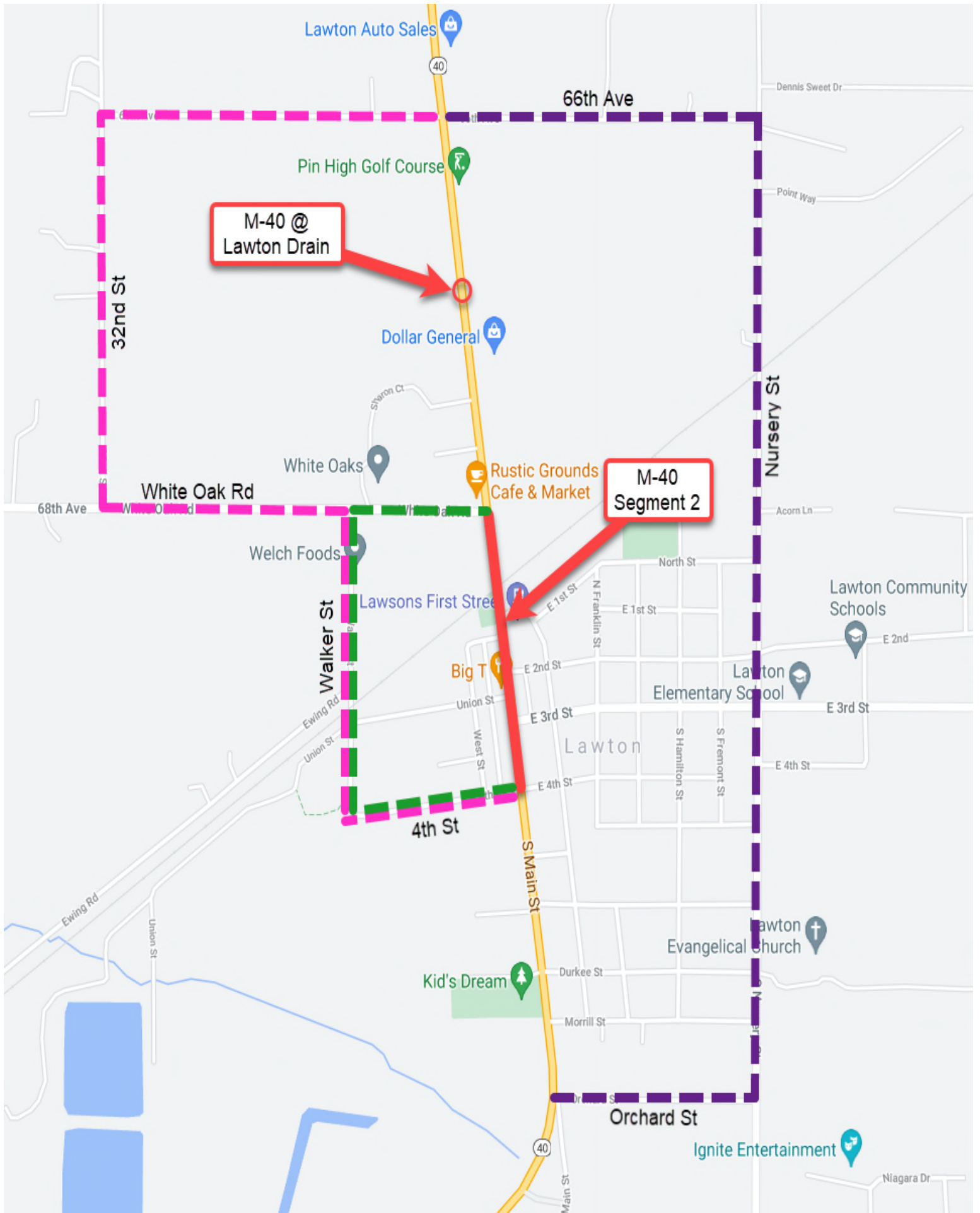
Type of Closure	Traffic Control	Construction Duration	Constructability	Accessibility	Maintaining Traffic Cost	Delay
Part-width Closure with Temporary Signals	Utilizing temporary signals to maintain one alternating lane	6 weeks	Sheeting would be required to construct part-width. Limited deflection barrier would be required.	The driveways just south of the culvert will be impacted by the temporary signal and a plan will need to be coordinated with the owners	\$\$\$	4.4 min
Part-width Closure with Directional Detour	Detour one direction at a time via White Oak Rd, 32nd Street, 66th Ave	6 weeks	Sheeting would be required to construct part-width. Limited deflection barrier would be required.	Access to the driveways south of the culvert will be maintained.	\$\$	3.0 min
Full-width Closure	Detour both directions of traffic via White Oak Road, 32nd Street, 66th Ave., or can use the same detour as Segment 2, either all on one route or split onto separate routes.	3-4 weeks	Safest for the Contractor. Easiest construction for the culvert.	Houses and businesses between 66th Ave and White Oak Rd will be impacted by the closure, will have a further distance to travel along detour route.	\$	3.0 min

Assumptions and Considerations:

Segment 2 (4th St to White Oak) Construction Duration Estimate does not include Storm Outlet work on Union Street, which could be completed prior to M-40 work
 Construction Duration Estimate based on expedited schedule (6 days per week with allowance for 1 rain day per week = 5 day work week)
 Assume that businesses have back alley/street access or sidestreet access that can be utilized during reconstruction of sidewalks on M-40 frontage
 Some cost savings for road work may be achieved with a full-width closure as it would allow for higher production rates

M-40 @
Lawton Drain

M-40
Segment 2



LAWTON POLICE DEPARTMENT – COUNCIL REPORT

JUNE 2021

Calls for Service/Complaints-----**136**

Ordinance complaints-----**4**

 Blight **(2)** Zoning **(0)** Misc. **(2)**

Traffic stops-----**32**

 Citations issued **(11)** Verbal warnings **(18)**

Arrests-----**7**

Accidents-----**0**

Parking citations-----**0**

HOURS WORKED: Scheduled (Full-time) 731

 Scheduled (Part-time) 83

 Overtime hours 67

 Vacation hours 110

 Sick leave hours 0

COMMUNITY POLICING:

Officers made **(200+)** field contacts and **(32)** business contacts.

NOTABLE INCIDENTS:

S. Nursery @ Third St. - Officer Largen stopped a vehicle after observing a traffic violation. After contacting the driver, an OWI investigation was

started and the driver was arrested for drunk driving with a high B.A.C. The passenger was also arrested due to having a warrant.

ADDITIONAL:

For the month of June, 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:

13.42 hours – Main St.

7.50 hours – All other areas within the Village

Total hours – 20.92

Respectfully,

Chief Jeffrey Mack

Van Buren County File Class / Section Report

Number	Sub-Beat	Date	Offense	Location	Incident Code-Type	Officer	
21-0694	LAWTON-1	06/16/2021	BLIGHT ORDINANCE 93.01 Blight Ordinance 93.01	1065 Point Way Street	- long grass	Mack, J.	Mowed
21-0717	LAWTON-1	06/21/2021	BLIGHT ORDINANCE 93.01 Blight Ordinance 93.01	403 Durkee Street	- long grass	Gibbs, R.	Mowed
Total:	2						