



VILLAGE OF LAWTON

Regular Meeting Minutes – Tuesday January 11, 2022, at 7:00 p.m.

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

WWW.LAWTONMI.GOV 269.624.6407

MINUTES

- I. **CALL TO ORDER:** President Appleby called the January 11, 2022, meeting of the Lawton Village Council to order at 7:01 p.m.
- II. **PLEDGE OF ALLEGIANCE** - The Pledge of Allegiance was recited.
- III. **ROLL CALL:** Present: President Appleby. Trustees: E. Dudek, N. Smith, G. Dudek, J. Peterson, and R. Turner, R. Tanis. Others present: Village Manager Imus, Village Clerk Bell, Chief Mack, Superintendent Hackenberg and one other guest.
- IV. **CONSENT AGENDA:** The Consent Agenda included the approval of the January 11, 2022, Council Agenda, and the December 14, 2021, Council Meeting minutes, and Disbursements in the amount of \$61,795.15. Peterson made a motion to approve the Consent Agenda as presented, supported by Turner. A unanimous roll call vote approved the motion.
- V. **COMMUNICATIONS, CORRESPONDENCE AND PRESENTATIONS:**
- VI. **CITIZENS' COMMENTS: NONE**
- VII. **PUBLIC HEARINGS / APPOINTMENTS: NONE**
- VIII. **EXISTING BUSINESS:**

- A. **Resolution #01-2022** a Resolution to establish new Water Rates for the Village of Lawton. The new rates include a monthly Ready To Serve (RTS) monthly fee in the amount of \$17.60 per month for meters under 1", plus a water usage "commodity" charge based on the amount of water used by each customer. The Water Commodity charge will be \$4.05 per 1,000 gallons used. Additionally, the Service Connection fee will increase to \$1,500 for each new connection. New rates will become effective on the March 2022 billing. Turner motioned to approve Resolution #01-2022 with stipulation of an annual review held by the Water & Sewer Committee. Supported by Smith, a unanimous roll call vote carried the motion.

Res 01-2022 Water	
Meter Size	Readiness to-serve
<1"	\$ 17.60
1"	\$ 44.00
1 1/2"	\$ 88.00
2"	\$ 140.80
3"	\$ 281.60
4"	\$ 440.00
6"	\$ 880.00
12"	\$2,728.00

- B. **Resolution #2-2022** a Resolution to establish new Sewer Rates for the Village of Lawton. The rates include a Ready To Serve (RTS) monthly fee. This Ready to Serve charge is based on the

demand on the system, the larger the pipe, the more potential demand on the system. Because the Sewer RTS fee needs to be raised substantially, the rates are being gradually increased (25%

Resolution 02-2022 Sewer Readiness-To-Serve (RTS)				
Meter Size	2022 Rate	2023 Rate	2024 Rate	2025 Rate
<1"	\$ 38.00	\$ 38.00	\$ 38.00	\$ 38.00
1"	\$ 52.44	\$ 66.50	\$ 80.94	\$ 95.00
1 1/2"	\$ 76.00	\$ 114.00	\$ 152.00	\$ 190.00
2"	\$ 104.50	\$ 171.00	\$ 237.50	\$ 304.00
3"	\$ 180.50	\$ 323.00	\$ 465.50	\$ 608.00
4"	\$ 266.00	\$ 494.00	\$ 722.00	\$ 950.00
6"	\$ 503.50	\$ 969.00	\$ 1,434.50	\$ 1,900.00

each year) over 4 years. The monthly sewer rates will also include a commodity charge based on the amount of water used. This rate is \$5.00 per 1,000 gallons used. A winter average will be established by averaging the December, January, and February meter reads and applying that average to the June, July and August meter reads. This provides accommodations for outdoor water use that does not go into the sanitary sewer system during the summer months. The rates shall become effective with the March 2022 billing cycle. Peterson made a motion to approve Resolution #02-2022 with review of the rates on an annual basis by the Water and Sewer Committee, supported by Smith. A unanimous roll call vote favored the motion.

IX. NEW BUSINESS:

- A. Asbestos Removal Contract for 410 White Oak. Peterson made a motion to Amend the General Fund Budget in the amount of \$6,400.00 to provide for removal of asbestos by Duane Vandeboss Construction at 410 White Oak. Turner supported the motion and a unanimous roll call vote approved the motion.
- B. Consideration of Engineering Services from Wightman Engineering to perform the required investigation on Village water lines to create a Compete Distribution System Materials Inventory (CDSMI) on 20% of the Village’s water services. A general discussion was had and it was decided to hold off until next year’s budget.
- C. Discussion was held regarding a Feasibility Study for shared utilities with Porter Township.

X. BOARD, COMMITTEE, AND STAFF REPORTS:

- A. **Village Manager** – Manager Imus reports that that the sale of the Reid Property is still waiting on a closing date. The DPW workers unionization is final. A Strategic Planning Session with Lew Bender is scheduled for January 25,2022. The Master Plan Steering Committee will meet on February 1st from 5-7 pm and the Planning Commission and Council will hold a joint meeting from 7-9 pm that evening. A posting for the Village Clerk’s position– up to 32 hours has been posted, applications will be accepted until February 1, 2022. There will be two Council meetings in February, the first meeting is to review the 2022-2023 Budget and second meeting will be to hold a public hearing and approve the Budget. Manager Imus has been contacted by Zoning Solutions

LLC, regarding zoning enforcement and code enforcement. They are very familiar with the International Property Maintenance Code (adopted In October 2021 by Council). This will be turned over to the Public Service Committee for further review.

- B. Department of Public Works** – Superintendent Hackenberg’s reports were submitted as part of agenda packet. Hackenberg did notify council that a random asbestos test was performed today.
 - C. Police Department** – Chief Mack’s reports were submitted as part of agenda packet. He informed council that in 2021, the police department made 16 drunk driving arrests.
 - D. Fire Board** – No report.
 - E. Planning Commission** – Peterson reported that Planning Commission did not meet this month.
 - F. Downtown Development Authority** – G. Dudek reported that the DDA did not meet in December.
 - G. Community & Economic Development** – Smith reported that committee did not meet.
 - H. Finance and Administration Committee** – Appleby reported that the Finance Committee met to review the Council Agenda and an update from Imus on current projects.
 - I. Public Safety Committee** –Turner reports they meet before Council meeting tonight. He reports they talked about the Accreditation Program, and will fund the initiative in the upcoming budget. They also talked about necessary information to establish a vehicle replacement schedule. Chief reported that he has clarified the golf cart ordinance with officers. Snowmobiles on the streets and zoning enforcement and how to approach were other topics of conversation. They also have accepted resignations from one full time officer and one part time officer.
 - J. Public Services Committee** - Tanis reports they met today and have a potential lessor to share access of the AT &T right of way. They also talked about the GIS for the Cemetery, and possible replacement of the leaf vac, backhoe with mini excavator for the DPW.
 - K. Water and Sewer Committee** – E. Dudek had no further comments.
- XI. COUNCIL COMMENTS:** President Appleby reminded council about tours of our facilities. He has spoken with Superintendent Hackenberg to make small group tours available sometime in January 2022. Peterson asked if Council would be getting their designated emails from the village anytime soon as she knows the Clerk’s office has been struggling with their email.
- XII. ADJOURNMENT:**
- Turner, supported by E. Dudek, made a motion to adjourn the meeting at 8:16 p.m. A voice vote was taken with unanimous approval of those present. The next regular scheduled meeting is February 8, 2022.

Respectfully Submitted by Joni Bell, Village Clerk