

VILLAGE *of* LAWTON
VILLAGE COUNCIL MEETING
125 S. MAIN STREET, LAWTON, MI 49065
TUESDAY, November 14, 2023 – 7:00 P.M.
please silence your cell phones

AGENDA

I. CALL TO ORDER

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE

IV. CONSENT AGENDA

- A. Approval of the November 14, 2023 Council Agenda
- B. Approval of the October 10, 2023 Council Meeting Minutes
- C. Approval of October 2023 Disbursements in the amount of \$361,541.25

V. COMMUNICATIONS / CORRESPONDENCE / PRESENTATIONS

- A. Summerfest Christmas Tree Request.....Discussion
- B. Lion’s Club Request for Christmas in the Village.....Discussion

VI. CITIZENS’ COMMENTS – (Please keep comments to 3 minutes)

VII. PUBLIC HEARINGS / APPOINTMENTS / PROCLAMATIONS

VIII. OLD BUSINESS

- A. Zoning SolutionsDiscussion

IX. NEW BUSINESS

- A. Resolution 16-23: A resolution to Update the Village of Lawton Personnel Policies.....Staff Recommends Approval
- B. Updated Library Lease Agreement.....Staff Recommends Approval
- C. Ordinance 03-2023: Zoning Ordinance Map Change.....Planning Commission Recommends Approval
- D. Ordinance 04-2023: An ordinance to add a new chapter 154 “Property Maintenance Code” of Title XV “Land Usage” To the Lawton Village Code.....Staff Recommends Approval

- E. Contract with Van Buren Conservation District for Recovery and Recycling Program Contribution.....Staff Recommends Approval
- F. Holiday Hours.....Discussion
- G. Hackenberg Raise for Interim Village Manager.....Discussion
- H. Schedule of Remaining Meetings for 2023.....Discussion

X. BOARD, COMMITTEE, AND STAFF REPORTS

- A. Interim Village Manager –Todd Hackenberg
- B. Department of Public Works – Todd Hackenberg
- C. Village Clerk—Brittany Rathbun
- D. Police Department – Jeff Mack
- E. Planning Commission – Judy Peterson
- F. Downtown Development Authority – Gail Dudek
- G. Lawton Fire Board – Eric Dudek
- H. Lawton Library Board – Brittany Rathbun

XI. COUNCIL COMMENTS

XII. CLOSED SESSION

- A. Motion go to into Closed session in accordance with the provisions of Section 8 of the Open Meetings Act to consider a Zoning Moratorium.....Roll Call Vote
- B. Motion to end the Closed Session and return to the Regular Meeting.....Voice Vote

XIII. ADJOURNMENT - NEXT REGULAR MEETING DATE – *November 28, 2023*

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 brathbun@lawtonmi.org 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 Interim Village Manager at thackenberg@lawtonmi.org.



Village of Lawton
VILLAGE COUNCIL
REGULAR MEETING
125 S. MAIN, LAWTON MI 49065 269.624.6407
Tuesday October 24, 2023
MINUTES

- I. **Call to Order:** President Appleby called the October 24 2023, meeting of the Lawton Village Council to order at 7:03 p.m.
- II. **Roll Call:** *Present:* Appleby, Tanis, E. Dudek, Peterson, Smith, Turner, G. Dudek *Absent:* None. *Others Present:* Previous Village Manager Imus, Interim Village Manager Hackenberg, Clerk Rathbun, and Treasurer Leonard.
- III. **Pledge of Allegiance:** The Pledge of Allegiance was recited.
- IV. **Consent Agenda:** The Consent Agenda included the approval of the October 24th Council Agenda, the October 10, 2023 Council Meeting Minutes, and the October 10, 2023 Special Council Meeting Minutes. Peterson made a motion to approve the Consent Agenda, supported by E. Dudek. A unanimous voice vote approved the motion.
- V. **Communications, Correspondence, and Presentations:**
 - A. Hackenberg presented final updates on the DSMI project from Wightman Engineering. The Village is ready to proceed with finalizing this project and making a final payment to Kalamazoo Excavating to close out the contract.
- VI. **Citizen Comments:** None.
- VI: **Public Hearings/Appointments/Proclamations:** None.
- VII. **Old Business:**
 - A. Hackenberg presented a final layout for Reid's corner from Progressive AE. Hackenberg stated in order to be out to bid by January, to be ready to build in spring we are looking for a final decision. Council discussion ensued. Turner made a motion to approve the final concept for Reid's Corner from Progressive AE. Seconded by E. Dudek. A unanimous voice vote approved the motion.
- VII: **New Business:**
 - A. Village manager Imus presented current projects as well as spending priorities to Village Council. Discussion ensued in order to discuss how to finish all of the projects Village Manager Imus was in the process of working on. Imus also presented budget updates, as well as the Village Capital Improvement Plan. President Appleby presented an employment agreement contract for Village Manager Imus to continue with Village Administrative support throughout the transition process on an as needed basis the floor, followed by discussion. Peterson made a motion to approve the Employment Agreement for Village Administrative support with and update to include that Imus may

remain on the Village insurance plan through November 30, 2023. Turner seconded the motion, followed by a roll call vote with all in favor and none opposed. Motion carried.

- B. Village President Appleby presented an employment agreement contract for Chief Jeffrey Mack to continue as the Village's interim chief of police to the floor, followed by discussion. E. Dudek, seconded by Tanis motioned to approve the Employment agreement to continue utilizing Jeffrey Mack as interim chief of police as needed on an hourly paid basis. A roll call vote was taken with all in favor and none opposed. Motion carried.
- C. President Appleby brought a quote from the Booko Brothers in the amount of \$91,300 to include a smart vent to the table for discussion. Interim Village Manager Hackenberg reported that since the village, fire department, and library are going in on thirds for it, the cost will be \$30,433.33 per entity.

VIII. Staff Reports:

- A. Interim Village Manger Todd Hackenberg reported on upcoming Planning Commission meeting concerns in regard to the Public Hearing for a moratorium. He stated that he will be meeting with an attorney to make sure that we have everything we need to comply legally.

IX. Council Comments:

- A. President Appleby wanted to discuss interview committees to allow for the privacy of the interviewees. And how to approach upcoming interviews. Discussion ensued with hiring committees to be formed for each position as quickly as possible to start interviewing candidates.

- X. **Adjournment:** Turner moved, with support from E. Dudek, to adjourn the Village Council Meeting at 9:02 p.m. Next regular council meeting to take place on November 14, 2023 at 7:00pm.

Respectfully Submitted by,

Brittany Rathbun
Village Clerk

11/02/2023

CHECK REGISTER FOR VILLAGE OF LAWTON
CHECK DATE FROM 10/01/2023 - 10/31/2023

Check Date	Bank	Check	App Vendor	Vendor Name	Description	Amount
Bank GEN GENERAL CHECKING						
10/02/2023	GEN	EFT904(E)	PR IRS	FEDERAL TAX		465.88
10/03/2023	GEN	6673	AP 893	BEN W. JOHNSON	CLEANING X4 FOR SEPT 2023	380.00
10/03/2023	GEN	6674	AP 312	BRONSON LAKEVIEW HOSPITAL	DRUG SCREEN AND PHYSICAL FOR WILLIAMSON	88.00
10/03/2023	GEN	6675	AP 622	BS & A SOFTWARE	CEMETERY MANAGEMENT CLOUD TRAINING	1,000.00
10/03/2023	GEN	6676	AP MISC	CDW GOVERNMENT	BROTHER LASER PRINTER FOR DPW	364.44
10/03/2023	GEN	6677	AP 964	CLARK TECHNICAL SERVICES	VOL 2023 SUPPORT - AUGUST	540.00
10/03/2023	GEN	6678	AP 1072	COURIER-LEADER & FLASHES	MASTER PLAN, STORAGE BUILDINGS	220.00
10/03/2023	GEN	6679	AP 901	DALE W. HUBBARD, INC	CLOSED CIRCUIT TELEVISION PIPE INSPECTIO	456.95
10/03/2023	GEN	6680	AP 1069	DICKINSON WRIGHT PLLC	GENERAL MUNICIPAL	220.00
10/03/2023	GEN	6681	AP 027	FRONTIER	TELEPHONE AND INTERNET FOR DPW AND WWTP	527.84
10/03/2023	GEN	6682	AP MISC	HARRISON TWP TREASURER'S OFFICE	MMTA 2023 CONFERENCE - ROOM FEE	329.10
10/03/2023	GEN	6683	AP 930	HS FLEET SERVICES LLC	MAINTENANCE ON GENERATOR	549.47
10/03/2023	GEN	6684	AP 017	INDIANA MICHIGAN POWER CO.	ACCT #046-216-176-0-6 - 119 N MAIN ST, R	12.98
10/03/2023	GEN	6685	AP 1073	KIMBALL MIDWEST	CAP SCREWS, WASHERS, NUTS, CABLE TIES	167.65
10/03/2023	GEN	6686	AP 107	LAWSON OIL COMPANY	NO LEAD REGULAR	4,712.45
10/03/2023	GEN	6687	AP MISC	LEWIS MUNICIPAL SALES	LOCATOR	4,700.00
10/03/2023	GEN	6688	AP 453	MENARDS	AIR CONDITIONING UNIT	479.99
10/03/2023	GEN	6689	AP 551	ODP BUSINESS SOLUTIONS	PAPER	249.05
10/03/2023	GEN	6690	AP 1034	PRIORITY HEALTH	INSURANCE GROUP ID 794824	8,577.94
10/03/2023	GEN	6691	AP 1032	PROGRESSIVE AE	PROJECT: 9005003.0 MASTER PLAN	2,350.55
10/03/2023	GEN	6692	AP MISC	RED'S CONCRETE	SIDEWALK, DRIVEWAY APPROACH	0.00 V
10/03/2023	GEN	6693	AP 019	SIEGFRIED CRANDALL, P.C.	AUDITING SERVICES FOR THE YEAR ENDED 2/	3,800.00
10/03/2023	GEN	6694	AP MISC	STATE OF MICHIGAN	CUSTOMER ACCT NO: MDOT00494 - M-40 MILL.	14,595.40
10/03/2023	GEN	6695	AP MISC	SUMMIT COMPANIES	ANNUAL EXTINGUISHER INSPECTION AND MAINT	1,478.25
10/03/2023	GEN	6696	AP 007	THE CLOTHES BASKET	DRY CLEANING	87.50
10/03/2023	GEN	6697	AP 1036	THE STANDARD	LIFE INSURANCE ACCT NO 00 168051 0001	1,094.58
10/03/2023	GEN	6698	AP 178	USA BLUE BOOK	MATERIALS	20.13
10/03/2023	GEN	6699	AP 083	VILLAGE OF PAW PAW	WATER LAB ANALYSIS	180.00
10/03/2023	GEN	6700	AP 047	WIGHTMAN	PROJECT 234079 - LAWTON SEWER AND WATER	29,025.26
10/03/2023	GEN	6701	AP 047	VOID		0.00 V
10/04/2023	GEN	6702	AP MISC	DAN PRATLEY	09/17/23 - LARGE 12PM-4PM	50.00
10/04/2023	GEN	6703	AP MISC	KARLIE SELL	09/30/23- SMALL 12PM-4PM	50.00
10/04/2023	GEN	6704	AP MISC	LINSEY REYNA	09/24/23- SMALL 12PM-4PM	50.00
10/04/2023	GEN	6705	AP MISC	OLIVIA FREER	9/10/23 SMALL PAVILION 12-4PM	35.00
10/04/2023	GEN	DD6015(A)	PR 72	LEONARD, MELINA		272.48
10/10/2023	GEN	6707	AP 127	TAPPER FORD	PURCHASE OF VEHICLE 2023 FORD F350 SUPER	62,235.00
10/11/2023	GEN	6708	AP MISC	KEN ANDERSON	SIDEWALK, DRIVEWAY APPROACH	2,800.00
10/11/2023	GEN	6709	AP 030	ADAMS HARDWARE	CONSOLIDATED BILL	805.37
10/11/2023	GEN	6710	AP 801	ASPHALT RESTORATION, INC.	TRENCH REPAIR (3RD ST) - SEWER REPAIR	4,225.00
10/11/2023	GEN	6711	AP 056	BLOOMINGDALE COMMUNICATIONS	TELEPHONE FOR ACCT NO 0032515-9	389.21
10/11/2023	GEN	6712	AP 026	CONSUMERS ENERGY	HEAT FOR 625 W UNION ST ACCT NO 1000 071	59.49

10/11/2023	GEN	6713	AP MISC	DETROIT SALT COMPANY	ROCK SALT	6,660.88
10/11/2023	GEN	6714	AP 088	FISHER AUTO PARTS	FUEL TANK CAP	11.99
10/11/2023	GEN	6715	AP 089	HAAS SYSTEMS, INC.	QUARTLY ALARM MONITORING PER AGREEMENT W	96.00
10/11/2023	GEN	6716	AP 930	HS FLEET SERVICES LLC	MAINTENANCE ON VEHICLE 2020 UTILITY	295.53
10/11/2023	GEN	6717	AP 017	INDIANA MICHIGAN POWER CO.	ELECTRIC - STREET LIGHTING	8,100.49
10/11/2023	GEN	6718	AP 145	MICHIGAN RURAL WATER ASSOC.	FROM WELLS TO PUMPS - CONTROLS TO TREATM	215.00
10/11/2023	GEN	6719	AP MISC	OR-TEC	OSC2 REPLACEMENT SCREW	4,664.50
10/11/2023	GEN	6720	AP 172	PEERLESS MIDWEST, INC.	ANNUAL WELL & PUMP MAINTENANCE - X4 AT \$	1,300.00
10/11/2023	GEN	6721	AP 1032	PROGRESSIVE AE	PROJECT: 90050004.0 REIDS CORNER	6,596.27
10/11/2023	GEN	6722	AP 110	PURITY CYLINDER GASES, INC.	GAS, ACETYLENE	89.38
10/11/2023	GEN	6723	AP 009	REPUBLIC SERVICES OF	WASTE REMOVAL	645.02
10/11/2023	GEN	6724	AP 119	RHD TIRE, INC.	TIRES	584.00
10/11/2023	GEN	6725	AP 1068	SAFEBUILT	PERMITS 229 UNION ST; 614 N NURSERY; 114	469.30
10/11/2023	GEN	6726	AP MISC	SEMI ACADEMY	PROFESSIONAL TRUCK DRIVER TRAINING; COMM	2,650.00
10/11/2023	GEN	6727	AP MISC	THE SAFETY COMPANY LLC	32" CCW STAR IMPELLER	1,636.39
10/11/2023	GEN	6728	AP 1074	TRACE ANALYTICAL LABORATORIES, INC	PFAS - EGLE LIST WITH FIELD BLANKS	2,133.00
10/11/2023	GEN	6729	AP 493	VAN BUREN COUNTY	VERIZON AIRCARD - AUG - SEPT	43.59
10/13/2023	GEN	6706	PR 60	ROWLISON, ERIC		2,188.90
10/13/2023	GEN	DD6016(A)	PR 201	APPLEBY, CHARLES		942.04
10/13/2023	GEN	DD6017(A)	PR 81	CRAMER, DARLA		196.76
10/13/2023	GEN	DD6018(A)	PR 02	DONOVAN, CHARLES		45.08
10/13/2023	GEN	DD6019(A)	PR 113	EDWARDS, DALTON		1,564.89
10/13/2023	GEN	DD6020(A)	PR 58	HACKENBERG, TODD		2,105.38
10/13/2023	GEN	DD6021(A)	PR 23	HITCHCOCK, SCOTT		1,409.29
10/13/2023	GEN	DD6022(A)	PR 102	IMUS, LISA		2,445.72
10/13/2023	GEN	DD6023(A)	PR 24	LARGEN, JEFFRI		1,506.44
10/13/2023	GEN	DD6024(A)	PR 72	LEONARD, MELINA		1,259.72
10/13/2023	GEN	DD6025(A)	PR 73	MACK, JEFFREY		1,805.94
10/13/2023	GEN	DD6026(A)	PR 204	MUNSON, LEAH		107.79
10/13/2023	GEN	DD6027(A)	PR 87	NEESER, STEVEN		945.89
10/13/2023	GEN	DD6028(A)	PR 106	NELSON, ELLEN		160.49
10/13/2023	GEN	DD6029(A)	PR 79	NONDORF, CHRISTINE		524.12
10/13/2023	GEN	DD6030(A)	PR 96	O'CONNOR, SHARON		299.37
10/13/2023	GEN	DD6031(A)	PR 109	RATHBUN, BRITTANY		1,308.58
10/13/2023	GEN	DD6032(A)	PR 03	STERMER, JAMES		1,959.94
10/13/2023	GEN	DD6033(A)	PR 200	TAYLOR, JAMES		1,227.04
10/13/2023	GEN	DD6034(A)	PR 88	TONE, LYNETTE		1,420.48
10/13/2023	GEN	DD6035(A)	PR 97	WEEKLY, GABRIEL		404.28
10/13/2023	GEN	DD6036(A)	PR 8	WILLIAMSON, ROBERT		1,687.24
10/13/2023	GEN	DD6037(A)	PR 7	YERRICK, SUSAN		208.00
10/13/2023	GEN	EFT906(E)	PR HSA EMPLOY	ONLINE PYMNT HSA EXPRESS DEPOSIT		243.08
10/13/2023	GEN	EFT907(E)	PR IRS	FEDERAL TAX		7,442.35
10/13/2023	GEN	EFT908(E)	PR RETIREMENT	GWFS EQUITIES, INC.		2,397.87
10/18/2023	GEN	6730	AP 1099	AMAZON CAPITAL SERVICES, INC	PROJECTOR, DVD'S, BOOK, TABLE AND CHAIRS	559.79
10/18/2023	GEN	6731	AP 155	APPLIED IMAGING	LIBRARY COPIER CONTRACT NO CN3599-01 - A	208.79
10/18/2023	GEN	6732	AP 104	BAKER & TAYLOR, INC.	BOOKS	1,832.22
10/18/2023	GEN	6733	AP 056	BLOOMINGDALE COMMUNICATIONS	PHONE LIBRARY - ACCT NO 00032003-0	167.62

10/18/2023	GEN	6734	AP 101	CENGAGE LEARNING.	CLEAN READS 3 PLAN - SEPTEMBER	119.95
10/18/2023	GEN	6735	AP 964	CLARK TECHNICAL SERVICES	LPL 2023 SUPPORT - SEPTEMBER	367.50
10/18/2023	GEN	6736	AP MISC	DAVID DUDEK	MISC REPAIRS AND TABLE BUILD X2	150.00
10/18/2023	GEN	6737	AP 153	DEMCO, INC.	ELEMENTAL TABLE W CASTERS	1,443.53
10/18/2023	GEN	6738	AP MISC	FLOORING SOLUTIONS AND HOME REMODEL	TILE IN FRONT OF EMERGENCY EXITS	500.00
10/18/2023	GEN	6739	AP 767	OVERDRIVE, INC	LIBRARY PARTICIPATION - FUTURE CONTENT P	2,000.00
10/18/2023	GEN	6740	AP 264	PETTY CASH LAWTON PUBLIC LIBRARY	WALMART, MEIJER, MODERN WELL, USPS	152.32
10/18/2023	GEN	6741	AP 079	QUILL CORPORATION	ALCOHOL RUBBING ISOPROPL, SWIFFER DUSTER	194.43
10/18/2023	GEN	6742	AP MISC	UNIQUE	09-25 PLACEMENTS	9.95
10/23/2023	GEN	6745	AP 188	AMERICAN WATER WORKS ASSOC.	MEMBER NO 03455761 RENEWAL	400.00
10/23/2023	GEN	6746	AP 964	CLARK TECHNICAL SERVICES	VOL 2023 SUPPORT - SEPTEMBER	500.70
10/23/2023	GEN	6747	AP 1072	COURIER-LEADER & FLASHES	APPROVAL OF IFT; ESTABLISHMENT OF PRD	320.00
10/23/2023	GEN	6748	AP 930	HS FLEET SERVICES LLC	MAINTENANCE ON VEHICLE 2020 UTILITY	264.41
10/23/2023	GEN	6749	AP MISC	INTERSTATE BILLING SERVICE INC	MAINTENANCE AND REPAIRS FOR GRAPPLE BUCK	1,460.38
10/23/2023	GEN	6750	AP 1092	KATHY DREW	DONUTS AND CIDER FOR DDA FALL ESCAPADE P	90.00
10/23/2023	GEN	6751	AP MISC	KELLY KOZIK	HOBBY LOBBY, WALMART, SAUNDERS GREENHOUSE	168.17
10/23/2023	GEN	6752	AP 107	LAWSON OIL COMPANY	NO LEAD REGULAR	1,853.43
10/23/2023	GEN	6753	AP 758	MANNING ENTERPRISES, INC	REWORK DUCT ON LEAF VAC TRAILER	9,543.50
10/23/2023	GEN	6754	AP 263	MICHIGAN MUNICIPAL LEAGUE	MEMBERSHIP RENEWAL	1,746.00
10/23/2023	GEN	6755	AP 068	PAW PAW RENTALS	MAIN LIFT AND PALLET JACK RENTALS	1,028.16
10/23/2023	GEN	6756	AP 1034	PRIORITY HEALTH	INSURANCE GROUP ID 794824	9,081.26
10/23/2023	GEN	6757	AP MISC	RENEE WALLS	10/08 - SMALL PAVILION 12P-4P	50.00
10/23/2023	GEN	6758	AP MISC	STATE OF MICHIGAN	CUSTOMER ACCT NO: MDOT00494 - M-40 MILL.	53,429.97
10/23/2023	GEN	6759	AP 685	VERIZON WIRELESS	MOBILE PHONE TABLETS	343.07
10/23/2023	GEN	6760	AP 083	VILLAGE OF PAW PAW	WATER LAB ANALYSIS	180.00
10/23/2023	GEN	6761	AP 047	WIGHTMAN	PROJECT 234079 - LAWTON SEWER AND WATER	11,200.00
10/27/2023	GEN	6743	PR 60	ROWLISON, ERIC		2,188.91
10/27/2023	GEN	6744	PR TEAMSTERS	TEAMSTERS LOCAL #214		167.00
10/27/2023	GEN	DD6038(A)	PR 201	APPLEBY, CHARLES		942.04
10/27/2023	GEN	DD6039(A)	PR 81	CRAMER, DARLA		196.76
10/27/2023	GEN	DD6040(A)	PR 02	DONOVAN, CHARLES		45.10
10/27/2023	GEN	DD6041(A)	PR 113	EDWARDS, DALTON		1,509.88
10/27/2023	GEN	DD6042(A)	PR 58	HACKENBERG, TODD		2,255.21
10/27/2023	GEN	DD6043(A)	PR 23	HITCHCOCK, SCOTT		1,353.28
10/27/2023	GEN	DD6044(A)	PR 102	IMUS, LISA		2,504.42
10/27/2023	GEN	DD6045(A)	PR 24	LARGEN, JEFFRI		1,580.48
10/27/2023	GEN	DD6046(A)	PR 72	LEONARD, MELINA		1,597.95
10/27/2023	GEN	DD6047(A)	PR 73	MACK, JEFFREY		1,947.03
10/27/2023	GEN	DD6048(A)	PR 204	MUNSON, LEAH		232.36
10/27/2023	GEN	DD6049(A)	PR 87	NEESER, STEVEN		854.57
10/27/2023	GEN	DD6050(A)	PR 106	NELSON, ELLEN		178.84
10/27/2023	GEN	DD6051(A)	PR 79	NONDORF, CHRISTINE		544.92
10/27/2023	GEN	DD6052(A)	PR 96	O'CONNOR, SHARON		318.41
10/27/2023	GEN	DD6053(A)	PR 109	RATHBUN, BRITTANY		1,391.72
10/27/2023	GEN	DD6054(A)	PR 56	RODRIGUES-TORRES, FELIX		235.83
10/27/2023	GEN	DD6055(A)	PR 03	STERMER, JAMES		1,585.99
10/27/2023	GEN	DD6056(A)	PR 200	TAYLOR, JAMES		1,321.41

10/27/2023	GEN	DD6057(A)	PR 88	TONE, LYNETTE	1,560.29
10/27/2023	GEN	DD6058(A)	PR 8	WILLIAMSON, ROBERT	2,092.28
10/27/2023	GEN	DD6059(A)	PR 7	YERRICK, SUSAN	208.01
10/27/2023	GEN	EFT909(E)	PR HSA EMPLOY ONLINE PYMNT HSA EXPRESS DEPOSIT		1,776.36
10/27/2023	GEN	EFT910(E)	PR IRS	FEDERAL TAX	7,695.01
10/27/2023	GEN	EFT911(E)	PR RETIREMENT GWFS EQUITIES, INC.		2,322.95
10/27/2023	GEN	EFT912(E)	PR STATE	STATE OF MICHIGAN	3,926.11
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(2 Checks Voided)

Total of 140 Disbursements:

361,541.25

Lion Vicki Mroczek

Phone Cell: 269-921-8856

Email: vlm6224@gmail.com

I would like to ask the village counsel for permission to schedule the Christmas in the Village Parade on Fri. Dec. 8th., the second Friday in December, to begin at 7:00 pm. with community tree lighting following the parade. We would like to plan on using the Community Room and Library for Santa visits and crafts after the Christmas parade. We would also ask for the use of the fire hall for refreshments as we have in the past. I would also like to ask the village for traffic control and the burning barrels as we have done in the past. Lawton Lions would like to invite the public to join us in Christmas caroling on Tues. Dec. 12th. gathering at the Community Center at 6:00 pm

Thank you for your consideration,

Lion, Vicki Mroczek

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

**RESOLUTION NO. 16-2023
A RESOLUTION TO UPDATE THE VILLAGE OF LAWTON PERSONNEL POLICIES**

At a regular meeting of the Lawton Village Council, held at Lawton Village Hall – 125 S Main Street in Lawton, Michigan, on this 14th day of November 2023 at 7:00 p.m.

Present:

Absent:

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

RESOLUTION

WHEREAS, personnel policies and procedures may be adopted and amended at the discretion of the Village Council and are subject and subordinate to applicable federal and state laws, rules, and regulations, and local ordinances; and

WHEREAS, purpose of the Village of Lawton Personnel Policies and Procedures Manual is to provide guidance regarding the fair and consistent administration of village personnel, but neither any contract nor implied contract rights are created hereby; and

WHEREAS, the Village Council deems it in the best interest of the Village of Lawton and the Village of Lawton Employees to formally update the policies and procedures.

NOW, THEREFORE, BE IT RESOLVED that the following changes be adopted into the Lawton Policy and Procedures Manual to which:

Clothing Allowance - Section F page 26: UPDATE The section of the Employee Handbook, dated June 1, 2017 attached hereto, is hereby repealed including any remaining sick leave payout, for retirement or separation due to any circumstances, and replaced with:

All Department of Public Works employees will be offered a clothing allowance. The amount of allowance available is as follows:

Full time employees: \$325.00 per year

Part time employees: \$250.00 per year

Seasonal employees: \$250.00 per year

The following items will be allowed for reimbursement:

Work shirts (uniform style)

Work pants (uniform style or jean style)

Cold weather clothing (Carhart coat, bibs or coveralls)

Lightweight coveralls

Steel Toed work boots

Rubber boots

Cold Weather boots

Gloves (outside of Village Provided)

Reimbursements will be made for receipts submitted, from March 1 through February 28, to the DPW Superintendent. Requests will be forwarded to the Village Clerk for payment.

THIS RESOLUTION is hereby approved by roll call vote:

YEAS: Council Members

NAYS: Council Members

ABSTAIN: Council Members

ABSENT: Council Members

VILLAGE OF LAWTON

BY: _____
Josh Appleby, President

BY: _____
Brittany Rathbun, Village Clerk

CERTIFICATION

I, Brittany Rathbun, 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 on Tuesday, November 14, 2023 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.

THE VILLAGE OF LAWTON

BY: _____
Brittany Rathbun, Village Clerk

AMENDED AND RESTATED PROPERTY LEASE

This Amended and Restated Property Lease (“Lease”) is made this ___ day of _____, 2023 (“Effective Date”), by and between the Village of Lawton, a Michigan municipal corporation, of 125 S. Main Street, Lawton, Michigan 49065 (the “Landlord”), and the Lawton Public Library, a Michigan public library under Public Act 164 of 1877, as amended, of 125 S. Main Street, Lawton, Michigan 49065 (the “Tenant”). This Lease amends and replaces any prior leases between the parties.

1. **Premises.** Landlord leases to Tenant, and Tenant leases from Landlord, a portion, commonly known as the Lawton Public Library, of the building (the “Building”), located at 125 S. Main Street, Lawton, Michigan, as more particularly described on the attached Exhibit A (“Premises”). Tenant may also use, in common with others, all hallways, restrooms, entrances and other common areas of the Building.

2. **Term.** The Term of this Lease runs from the Effective Date until June 30, 2045, or until this Lease is terminated by either party pursuant to paragraph 8 of this Agreement, whichever is sooner. Tenant may extend the Term of this Lease for ten (10) years by providing written notice to Landlord at least ninety (90) days before June 30, 2045.

3. **Rent.** Tenant will pay rent to Landlord in the amount of One Dollar and 00/100 (\$1.00) per year, payable on the Effective Date and every one (1) year anniversary of the Effective Date thereafter. This Lease constitutes a voucher under Sections 5 and 10(a) of PA 164 of 1877, as amended, for payment of the rent.

4. **Administrative Fee.** Tenant will pay to Landlord, on each one year anniversary of the Effective Date, an administrative and maintenance fee of Five Thousand Dollars and 00/100 (\$5000.00). Upon each five (5) year anniversary of the Effective Date, the parties will analyze whether an adjustment to the fee is necessary and appropriate.

5. **Certain Responsibilities of Tenant.** Tenant will not perform or permit any acts or carry on any practices which may injure the Building or the Premises, and shall keep the Premises, or cause the Premises to be kept, clean and neat.

6. **Insurance.**

- a. Landlord will insure the Building against loss or damage caused by fire, casualty, flood and vandalism with extended coverage, boiler and machinery, water damage and windstorm damage, in an amount not less than one hundred percent (100%) of the full insurable value of the Building as determined from time to time. The term “full insurable value” means actual replacement cost without deduction for physical depreciation. Landlord will name Tenant as an additional insured on such insurance policy and provide a copy of the policy on request.

- b. Landlord will provide comprehensive and general public liability insurance against claims for personal injury, death or property damage occurring in connection with the use and occupancy of the Building, or arising out of the improvement, repair or alteration of the Building. The limits of such insurance shall be not less than two million dollars (\$2,000,000.00) per occurrence and not less than two million dollars (\$2,000,000.00) in aggregate. Landlord shall furnish Tenant a binder renewing the insurance policy at least thirty (30) days before the policy expires. The policy or binder shall name Tenant as an additional insured, primary and noncontributory, and shall provide for at least thirty (30) days' written notice (or ten (10) days for nonpayment of premium) of any change in coverage or of cancellation. The limits of insurance shall be increased consistent with good insurance practices.
- c. Tenant shall be responsible for the risk of loss of its personal property and fixtures on the Premises. Tenant will maintain insurance on its personal property and fixtures.
- d. Tenant will reimburse Landlord for one-third (1/3) of the reasonable costs of the insurance described in Paragraph 6(a) and 6(b) within thirty (30) days after Landlord provides a written invoice for such costs to Tenant.
- e. If the Premises are damaged or destroyed in whole or in part by fire or other casualty during the Term, Landlord will repair and restore the same to good tenantable condition with reasonable dispatch. Tenant will remove its damaged equipment and property within a reasonable time to permit the repair and restoration.

7. **Improvements and Repairs.**

- a. Tenant will be solely responsible for all interior maintenance including equipment that services the Leased Premises and repairs, interior decorations, janitorial services for the Premises, and agrees to pay 1/3 of roofing repairs.
- b. Landlord will be solely responsible for all exterior maintenance and repairs (exterior walls), landscaping, snow removal, restroom maintenance and repairs, hallway maintenance and repairs, water bills and sewer bills.
- c. No party will undertake any major capital improvements or repairs of the Premises or the Building without the prior written approval of the other party, which approval will not be unreasonably withheld. Tenant will pay one-third (1/3) of the costs of any agreed upon major repairs or capital improvements.
- d. Tenant will reimburse Landlord, within thirty (30) days after Landlord provides an invoice to Tenant, for one-third (1/3) of the costs of shared bills for electricity, internet and gas for the Building.

- e. Tenant will reimburse Landlord, within thirty (30) days after Landlord provides a written invoice to Tenant, for one-third (1/3) of the costs of the trash removal services for the Building.

8. **Assignment of Lease.** Neither Tenant nor Landlord will assign or transfer this Lease without the prior written consent of the other party, which consent will not be unreasonably withheld. Notwithstanding the prior sentence, Tenant may assign this Lease without Landlord's consent to a successor organization that provides library services to Landlord's residents and such successor organization is supported by taxes approved by the citizens of Landlord (For example, Tenant combines with local communities to create a district library.)

9. **Use for Library Purposes.** The Premises will be used and occupied for providing public library and related services. Tenant will not use or permit or suffer the use of the Premises for any purpose in violation of any federal or state law, or municipal ordinance or regulation, including but not limited to the federal Americans with Disabilities Act and the Michigan Persons with Disabilities' Civil Rights Act.

10. **Improvements.** During the term of this Lease, there will be fixtures and other improvements that will or have been added to the property by Tenant which shall not alter the basic structure of the Premises, and Tenant has the right to remove all such improvements at any time with the exception of any permanent improvements that Tenant has made to the Premises, which shall become part of the Premises and remain as such at the termination of the Lease.

11. **Termination.**

- a. Tenant may terminate this Lease upon one-hundred and eighty (180) days written notice to Landlord.
- b. Landlord may terminate this Lease if Tenant defaults under this Lease and fails to timely cure the default.

12. **Right of Entry.** Upon reasonable advance notice to Tenant (or at any time without notice for an emergency), Landlord may enter upon the Premises at reasonable hours for the limited purposes of maintaining, inspecting or repairing the same, reasonable hours being defined as the hours when the Library is open to the public. If Landlord wishes to use any part of the Premises for any other purposes, Landlord must make a reservation in accordance with Tenant's policies.

13. **Indemnity.** To the extent permitted by law, the parties agree to indemnify, defend and hold each other harmless from any liability, loss, damage, cost or expense (including reasonable attorney fees) based on any claim, demand, suit, or action by any person or entity with respect to any personal injury (including death) or property damage, arising from any act or omission by the indemnifying party or its agents, employees and invitees relating to the Premises.

14. **Immunity.** The parties do not waive their right to immunity as provided under the Governmental Tort Liability Act, as amended, MCL 691.1407, *et seq.*

15. **Default and Reentry.** Tenant shall be in default, following written notice by Landlord and the failure by Tenant to cure for a ninety (90) day period, if Tenant fails to perform any material obligations under this Lease (or if the failure by Tenant cannot reasonably be cured within such ninety (90) day period, Tenant will not be in default if Tenant commences the cure in the ninety (90) day period and diligently completes the cure). Following an uncured default, Landlord shall have the option to terminate this Lease.

16. **Surrender of Premises.** Tenant shall surrender the Premises to Landlord at the termination or expiration of this Lease, broom clean and in the same condition as on the Effective Date, excepting normal wear and tear, casualty damage and approved alterations and improvements.

17. **Waivers.** One or more waivers of any provision by a party shall not be construed as a waiver of a further breach of the same or any other provision.

18. **Notice.** Notice under this Lease shall be sufficient if such notice is in writing addressed to the applicable party at its last known Post Office address and deposited in the mail with first class postage prepaid, or delivered personally.

19. **Interpretation and Severability.** The provisions of this Lease will be deemed severable, and if any provision of this Lease is held illegal, void or invalid under applicable law, such provision may be changed to the extent reasonably necessary to make the provision, as so changed, legal, valid and binding. If any provision of this Lease is held illegal, void, or invalid in its entirety, the remaining provisions of this Lease will not in any way be affected or impaired but will remain binding in accordance with their terms.

20. **Signing Authority.** The parties represent that they are validly existing and in good standing under the laws of the State of Michigan; the representatives signing this Lease have full power and authority to sign this Lease; the execution, delivery, and performance of this Lease has been duly authorized by all necessary action of Tenant and Landlord; and this Lease is the valid and binding obligation of each party, enforceable in accordance with its terms.

21. **Applicable Law.** This Lease shall be governed by the laws of the State of Michigan. Venue for any matter in connection with or arising out of this Lease shall be in Van Buren County, Michigan, in a court of competent jurisdiction, or the U.S. District Court for the Western District of Michigan for federal matters, without regard to any conflict of law provisions.

22. **Survival.** The provisions in this Lease shall survive the termination of this Lease.

23. **Quiet Enjoyment.** So long as no uncured event of default occurs and remains uncured, Tenant will have full use and quiet enjoyment of the Premises.

24. **Counterparts.** This Lease may be executed in counterparts, all of which together will be deemed an original of this Lease. A facsimile signature or any other electronic signature shall be deemed and constitute an original signature and shall be binding and accepted as an original signature.

(Signature Page Follows)

LANDLORD:

VILLAGE OF LAWTON

By: _____

Print Name: _____

Its: _____

TENANT:

LAWTON PUBLIC LIBRARY

By: _____

Print Name: _____

Its: _____

EXHIBIT A

[Insert Legal Description or provide survey – the Village is likely in the best position to obtain or provide these documents]

88185:00001:7454941-3

VILLAGE OF LAWTON
VAN BUREN COUNTY - STATE OF MICHIGAN
ORDINANCE #03-2023 Zoning Map Change (To Amend Ordinance #130)

AN ORDINANCE TO AMEND THE "VILLAGE OF LAWTON ZONING ORDINANCE",
TO MODIFY ZONING MAP DESIGNATION OF 325 Walker St (PP# 80-45-300-013-00) FROM I-1
LIGHT INDUSTRIAL TO R-3 SINGLE FAMILY RESIDENTIAL.

THE VILLAGE OF LAWTON, VAN BUREN COUNTY, MICHIGAN DOES HEREBY ORDAINS:

Section 1. Amendment. The Zoning Map, as part of the Village of Lawton Zoning Ordinance, which establishes zoning districts, shall be amended to change the zoning classification of 325 Walker Street, PP# 80-45-300-013-00 from I-1 Light Industrial to R-3 Single Family Residential. The property is described as follows:

804-A 32-3-13 679-167 849-141 1585-709 1591-687 1653-379 1747-585 1749-597 *** LOTS 11 & 12. BLOCK 2 FURNACE ADDITION.

Section 2. Severable Provisions. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions thereof.

Section 3. Repeal. All ordinances or parts of ordinances in conflict with this Ordinance are hereby expressly repealed.

Section 4. Effective Date. This amendment to the Village of Lawton Zoning Ordinance was approved and adopted by the Village Council of the Village of Lawton, Van Buren County, Michigan on November 14, 2023. This Ordinance shall be effective on November 28, 2023, which date is the eighth day after publication of a Notice of Adoption and Posting of the Zoning Map Amendment Ordinance in the *Courier Leader* as required by Section 401 of Act 110, as amended. However, this effective date shall be extended as necessary to comply with the requirements of Section 402 of Act 110, as amended.

Ordinance Offered by: _____

Ordinance Supported by: _____

Ayes:

Nays:

Abstain:

Absent:

ORDINANCE DECLARED _____.

Josh Appleby, President

Date

Todd Hackenberg, Interim Village Manager

Date

Ordinance Adoption Date: _____

Ordinance Publication Date : _____ (within 15 days of adoption)

Ordinance Effective Date: _____ (8 days after publication)

CERTIFICATE

I hereby certify that the foregoing is a true and complete copy of an amendment to the Lawton Village Zoning Ordinance adopted by the Village Council at a meeting held on November 14, 2023, at which meeting a quorum was present, and that this Code Amendment was ordered to take effect 8 days after its publication. The Village of Lawton Planning Commission provided Public notice for the zoning review, and it was given pursuant to and in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of Michigan 1976 (MCL 15.261 et seq), as amended, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Brittany Rathbun, Village Clerk

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

ORDINANCE NO. 04-2023

**AN ORDINANCE TO ADD A NEW CHAPTER 154, "PROPERTY
MAINTENANCE CODE," OF TITLE XV, "LAND USAGE," TO THE LAWTON
VILLAGE CODE.**

The following Ordinance was offered by Councilmember _____ and supported by Councilmember _____.

THE VILLAGE OF LAWTON ORDAINS:

Section 1. Addition of a new Chapter 154 to the Lawton Village Code. That a new Chapter 154, "Property Maintenance Code," Title XV, "Land Usage," of the Lawton Village Code, is hereby established to read as follows:

Chapter 154: Property Maintenance Code

§154.01 Adoption of International Property Maintenance Code.

The International Property Maintenance Code, 2018 Edition, as promulgated and published by the International Code Council, is adopted by reference as the property maintenance code of the Village of Lawton, and made a part of this subject to the following modifications:

- (A) Section 101.1, "Title," is hereby amended to read:

These regulations shall be known and may be cited as the "Property Maintenance Code of the Village of Lawton," and will be referred to in this article as this "Code."

- (B) Section 102.3.1, "References to Other Codes," is hereby created and added to read:

Whenever the "International Building Code" or "building code" is referenced in this Code it shall mean the Michigan Building Code. Whenever the "International Mechanical Code" is referenced in this Code it shall mean the Michigan Mechanical Code. Whenever the "International Plumbing Code" is referenced in this Code it shall mean the Michigan Plumbing Code. Whenever the "International Electrical Code" or "NFPA 70" is referenced in this Code it shall mean the Michigan Electrical Code. Whenever the "International Zoning Code" is referenced in this Code it shall mean the Village of Lawton Zoning Ordinance.

- (C) Section 103.5, "Fees," is hereby amended to read:

The Village Council shall by resolution from time to time, establish a fee schedule for permits under this Code.

- (D) Section 106.3, "Prosecution of Violation," is hereby amended to read:

Any person failing to comply with a notice of violation or order served in accordance with Section 107 shall be deemed responsible for a municipal civil infraction, and the violation shall be deemed a strict liability offense. If the notice of violation is not complied with, the code official shall institute the appropriate proceeding at law or in equity to restrain, correct or abate such violation, or to require the removal or termination of the unlawful occupancy of the structure in violation of the provisions of this Code or of the order or direction made pursuant to this Code. Any action taken by the Village of Lawton on such premises shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

- (E) Section 111, "Means of Appeal," is hereby amended to read:

All appeals under this Code shall be brought before the Village's Construction Board of Appeals established in Section 150.02, which Board is hereby authorized and has jurisdiction to hear and decide appeals of orders, decisions, or determinations made by the code official relative to the application and interpretation of this Code, using the rules of procedures adopted by the Construction Board of Appeals. Appeals of notice and orders (other than Imminent Danger notices) shall stay the enforcement of the notice and order until the appeal is heard by the Construction Board of Appeals.

- (F) Section 112.4, "Failure to Comply," is hereby amended to read:

Any person who shall continue any work after having been served with a stop-work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be in violation of this Code and responsible for a municipal civil infraction.

- (G) Section 302.4, "Weeds," replace "[Jurisdiction to Insert Height in Inches]" with "8 inches."

- (H) Section 304.14, "Insect Screens," replace "[Date] to [Date]" with "May 1 to October 31."

- (I) Section 602.3, "Heat Supply," is hereby amended to read:

Every owner or operator of any building who rents, leases, or lets one or more dwelling unit, rooming unit, dormitory or guestroom on terms, either expressed or implied, to furnish a heating system to the

occupants thereof shall supply heat during the period from October 1 to May 1 to maintain a minimum temperature of 65°F in all habitable rooms, bathrooms, and toilet rooms.

Exception: When the outdoor temperature is below the winter outdoor design temperature for the locality, maintenance of the minimum room temperature shall not be required provided that the heating system is operating at its full design capacity. The winter outdoor design temperature for Lawton shall be 6°F.

(J) Section 602.4, “Occupiable Work Spaces,” is hereby amended to read:

Indoor occupiable workspaces shall be supplied with heat during the period from October 1 to May 1 to maintain a minimum temperature 65°F during the period the spaces are occupied.

Exceptions: Processing, storage and operation areas that require cooling or special temperature conditions or areas in which persons are primarily engaged in vigorous physical activities.

Section 2. Repeal. That Village of Lawton Ordinance No. 201 of 2021 and all other ordinances in conflict herewith are hereby repealed.

Section 3. Publication and Effective Date. That this Ordinance or a synopsis of the Ordinance shall be published in a newspaper of general circulation in the Village within 15 days after passage, and shall be effective 20 days after its enactment or upon publication, whichever occurs first.

YEAS: Councilmember(s) _____

NAYS: Councilmember(s) _____

ABSTAIN: Council Member(s) _____

ABSENT: Council Member(s) _____

ORDINANCE DECLARED ADOPTED.

Ordinance Adoption Date:

Ordinance Publication Date:

Ordinance Effective Date:

CERTIFICATION

I, Brittany Rathbun, the duly appointed Clerk of the Village of Lawton, do hereby certify that the foregoing is a true and complete copy of an Ordinance adopted by the Lawton Village Council at a regular meeting held November 14, 2023, 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: _____
Brittany Rathbun, Village Clerk



Van Buren Conservation District

October 2023 Program Update

Submitted by *Emilly Hickmott, Executive Director*

The VBCD has officially wrapped up the last of our events for this calendar year. The October 14 Recycle Roundup event in Lawrence was a great success, and we look forward to sharing our end-of-year collection numbers with you next month. With township help, we submitted a robust grant application for scrap tire collection events and year-round collection opportunities and hope to hear back on this request after the new year. Over 5,000 acres of cover crops were planted in September to help protect our water and increase farmers' yields. Keep an eye out for news on some upcoming MAEAP verifications, as our 19-year specialist has been hard at work with some local landowners.

Our CISMA team found a new aquatic invasive plant in Berrien County and is already undergoing management. Please remember not to flush fish tank contents and be on the lookout for plants you don't recognize. You can read a Hydrilla press release here: <https://www.michigan.gov/egle/newsroom/mi-environment/2023/10/30/first-michigan-detection-of-invasive-hydrilla-triggers-response> If there is a service, information, or event that you're hoping to see from the District, please don't hesitate to reach out and share your ideas.

Program Updates:

- **Ag Conservation/Water Quality Projects** (*Erin Fuller, Colleen Forestieri, Carlie Southland*) - The Van Buren Conservation District staff worked with 15 farmers to install 5,407 acres of cover crops via airplane in September 2023. These cover crops will help prevent erosion and pollution of our waterways, as well as improve soil health so farmers can see better yields. 2,615 of these acres were cost-shared through grant programs.
- **SWxSW Corner CISMA (Cooperative Invasive Species Management Area)** (*Abbie Bristol, Alex Florian, Jena Johnson*) - This Month SWxSW Corner CISMA Staff detected the first known population of Hydrilla in Michigan. Staff also attended an on-site training in Oakland county to better familiarize ourselves with spotted lanternfly. The Strike team has been hard at work performing treatments for the Van Buren County Road Commission.
- **Michigan Agriculture Environmental Assurance Program (MAEAP)** (*Kyle Mead*) - The specialist finished the fiscal year (FY) strong with several assessments, some Verifications and meetings/training. He has already begun meeting with farmers that are due for new assessments and verifications for FY24 with the goal of knocking out as many visits as possible before the weather gets cold.
- **National Association of Conservation Districts (NRCS) Technical Assistance** (*Lucas Hartman*) - Conservation Stewardship program participants have completed all required conservation practice enhancements for 2023. Certification process for these participants is complete.
- **Natural Resource Conservation Service Technical Assistance** (*Gabe Francisco*) - The technician previously applied for a grant through the National Fish and Wildlife Services "Sustain our Great Lakes" grant. Unfortunately, we were not selected for that project, but that hasn't deterred our hopes to run a grazing program from Van Buren County. Forming a partnership with Grand Valley State University and a new MAEAP-verified farm, Tending Tilth LLC, the VBCD is submitting a Letter of Concept to the National Association of Conservation Districts (NACD) for their Climate Smart Commodities (CSC) Grant. The proposed project is for the implementation of a grazing team within



Van Buren Conservation District October 2023 Program Update

Submitted by Emilyly Hickmott, Executive Director

Van Buren County and a free Grazing School for area residents to learn skills in conservation-minded livestock management.

- **Outreach** (*Jacob Diljak*) - Two community cleanup events were held in September: one on the Paw Paw River and the other on the Van Buren State Trail in Covert. Registration to advertise in the 2024 Food, Farm, & Fun Guide is now open!
- **Resource Recovery Recycling** (*Kalli Marshall, Jacob Diljak*) - September was a great month. We were offered partial funding for the EGLE Infrastructure grant so work has commenced to finalize budgets and work plans before signing. We also held our last Passenger & Semi and electronic recycling event of 2023 in Porter Township.



PUBLIC NOTICE

2023 Village of Lawton Public Meetings

All public meetings will be held openly, either at Village Hall. Each Meeting agenda is available on our website at www.lawtonmi.gov and posted at the front window of Village Hall.

Meeting dates and times are subject to change. The following schedule may be adjusted in the future to address conflicts due to holidays or elections.

VILLAGE COUNCIL 7:00 PM - 2 ND & 4 TH Tuesday	DOWNTOWN DEVELOPMENT AUTHORITY 7:00 PM - 3 RD Wednesday
January 10 & 24	January 18
February 14 & 28	February 15
March 14 & 28	March 15
April 11 & 25	April 19
May 9 & 23	May 16
June 12 & 26	June 21
July 11 & 25	July 19
August 14 & 28	August 16
September 12 & 26	September 20
October 10 & 24	October 18
November 14 & 28	November 23
December 12 & 26	December 20
PLANNING COMMISSION 7:00 PM - 1 ST Tuesday	LIBRARY BOARD 6:30 PM - 4 TH Monday
January 2	January 23
February 7	February 27
March 7	March 27
April 4	April 24
May 2	May 29
June 6	June 26
July 4	July 24
August 1	August 28
September 5	September 25
October 3	October 30
November 7	November 27
December 5	December 25
The Zoning Board of Appeals will meet on an As Needed Basis	

LAWTON DEPARTMENT OF PUBLIC WORKS

ACTIVITIES REPORT FOR OCTOBER 2023

1. We had 3 interments at Oak Grove cemetery for the month of October.
2. We have had a couple complete root blockages and pipe rusting out on the sewer line laterals that we have had to dig the sewer main up and repair the tap with the age of our system this may become a common occurrence.
3. Leaf season is in full swing hopefully we can get the majority of them while the weather holds out.
4. We Pumped 47,780,000 gallons for October with a daily average of 1,541,000. We pumped 49,425,000 gallons in October 2022.
5. work has started on Well 4 that should take a couple weeks to be completed between the cleaning and Maintenance on the motor.
6. In October a total of 2.25million gallons of treated wastewater was discharged into the tributary to the South Branch of the Paw Paw River. The daily effluent flows averaged 85,000 gallons per day, which is approximately 34% of the hydraulic capacity of the plant.

1000 gallons of activated sludge was pumped over to the sludge storage tank.

Motor pool – 234.5 hrs.
Buildings & Grounds – 19 hrs.
Cemetery – 152 hrs. (6 O.T.)
Parks – 24.5 hrs. (3 OT)
Civic Betterment – 12.5 hrs.
Major Streets. – 6 hrs.
Local Streets. – 6 hrs.

Streets not Act 51 – 149.5 hrs.
Water Maint. – 70.5 (4 OT)
Sewer Maint. – 266 (22 OT)
Vacation – 36 hrs.
Sick time - 24
Holiday – 0 hrs.

Todd Hackenberg – Director of Public Works



BOOKO BROTHERS GENERAL CONTRACTORS INC.

52381 N US HWY 131 Three Rivers, MI 49093 - (269)273-6082
2720 3 Mile RD NW Walker, MI 49534 - (616)278-8366
bookobrothersmi.com

Contract and/or Draw Request

Name: Lawton City Hall Date: 11/03/2023

Address: 125 S. Main St, Lawton, MI 490665

(I){We} the OWNER, agree to pay you the sum of:

Ninty one thousand, three hundred dollars and 00/100----- \$ 91,300.00

As follows:

- \$ 54,780.00 upon starting of work.
- Upon passing rough-in inspection/ or @ 50% completion \$ 18,260.00
- Upon completion of said work (I) (We) further agree to pay the sum of \$ 18,260.00

Job Specifications

Remove and repalce roofing system - \$85,800.00

New Smart vent - \$5,500.00

There will be an extra charge for any work NOT specified in this contract; you will receive written notification of such charges and will sign to authorize them.

Buyers Right to Cancel

All material delivered to Job site is the property of Booko Brothers General Contractors, Inc. Unused materials and supplies remain the property of Booko Brothers General Contractors, Inc. If this agreement was solicited at your residence and you do not want the goods or services, you may cancel this agreement by mailing a notice to the seller. The notice must say that you do not want the goods or services and must be mailed by midnight on the third business day after you sign this agreement. The notice must be mailed to Booko Brother General Contractors, Inc., 52381 NUS 131, Three Rivers MI 49093.

A residential builder or residential maintenance and alteration contractor is required to e licensed under Article 24 of Act 299 of the Public Act 1080. As amended being sections 339.2412 of the Michigan compiled laws, Booko Brothers General Contractors Inc, is so licensed being contractor's license number 2101199027.

Note: Accounts are due and payable within 30 days of the billing date. Past due accounts will be assessed a finance charge of 1 1/2% per month, or 18% annually of the unpaid balance.

Any disagreement or dispute under this contract shall be submitted to binding arbitration with the Michigan Arbitration Association. The prevailing party shall be awarded attorney fees and costs.

SIGNATURES

Natalie Drabik

11/03/2023

BBGC Company Representative

Date



11/06/23

Homeowner/Representative of Location

Date

LAWTON POLICE DEPARTMENT – COUNCIL REPORT

OCTOBER 2023

Calls for Service/Complaints-----74

Ordinance complaints-----4

 Blight **(0)** Zoning **(0)** Misc. **(4)**

Traffic stops-----19

 Citations issued **(3)** Verbal warnings **(12)**

Arrests-----0

Accidents-----1

Parking citations-----0

HOURS WORKED: Scheduled (Full-time) 607.5

 Scheduled (Part-time) 14

 Overtime hours 0

 Vacation hours 22

 Sick leave hours 0

COMMUNITY POLICING:

Officers made **(21)** field contacts and **(24)** business contacts.

Officers were present at several LHS sporting events.

NOTABLE INCIDENTS:

No notable incidents to report.

ADDITIONAL:

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

12.50 hours – Main St.

12.25 hours – All other areas within the Village

Total hours – 24.75

LPD had 22 (Assist other agency calls): 5 medical/ambulance calls in the Village, 1 medical/ambulance call in Antwerp Twp., 1 assist call in Paw Paw, 6 in Antwerp Twp., 6 in Porter Twp., and 3 other department assists in the Village.

Officers Hitchcock, Largen and Edwards all completed Intoxilyzer 9000 training.

Respectfully,

Chief Jeffrey Mack

LAWTON POLICE DEPARTMENT COUNCIL REPORT OCTOBER 2023

Calls for Service/Complaints -----	74
Ordinance Complaints -----	3
Blight (0) Zoning (0) Misc. (3)	
Traffic Stops -----	19
Citations issued (4) Verbal Warnings (15)	
Arrests -----	0
Accidents -----	1
Assists -----	24
Law enforcement (14) Fire/EMS (9) Public Works (1)	

HOURS WORKED:

Scheduled Full-Time	607.5
Scheduled Part-Time	14
Overtime	0
Vacation	22
Sick Leave	0

COMMUNITY POLICING:

Officers were present during lockdown drills using the school’s new lockdown system and at several Lawton high School sporting events. Officers also covered for school crossing guards when they were unable to be there. Officers made several field contacts and business contacts throughout the month.

NOTABLE INCIDENTS:

Unfortunately, Chief Mack has stepped down as the Police Chief and has taken fulltime employment elsewhere. He will remain Chief of Police until a new Chief is hired. He does plan on staying on as a part-time officer. Its sad to see him go but were glad he’s sticking around. The village is currently in the proses of hiring a new Chief of police.

TRAINING:

Lawton Officers took part in a state-wide training program for Michigan's new Chemical Breath Test machine, the Intoxilyzer 9000. This training included classroom and hands on training of the machine. This training will help officers to collect Blood alcohol level evidence during OWI arrests.

REMINDER:

November 1st started the overnight parking Ordinance. As a reminder there is No Parking on any public street or public alley rights-of-way from 2AM - 5AM until April 1st. Violators may be cited with a municipal civil infraction.

Respectfully,

Officer Hitchcock

Village of Lawton
REGULAR PLANNING COMMISSION
125 S. MAIN, LAWTON MI 49065 269.624.6407
Tuesday, November 07, 2023 - 7:00 PM

MINUTES

- 1. Call to Order:** J. Peterson called the meeting to order at 7:00 p.m.
- 2. Roll Call:** Present: J. Peterson, B. Allen, P. Chmiel, and P. Rathbun. Absent: M. Dudek, K. Hellman, and C. Knapp. Also Present: T. Hackenberg, J. Appleby, M. Leonard, L. Ransler (Imus), A. Walker, K. Hadden, T. Hadden, and L. Wyatt.
- 3. Approval of Agenda:** P. Chmiel, supported by P. Rathbun, made a motion to approve the Planning Commission Agenda for November 7th, 2023, as presented. Motion approved by unanimous voice vote.
- 4. Approval of Minutes:** B. Allen, supported by P. Chmiel, made a motion to approve the Planning Commission Minutes of September 5th, 2023, with a name change made to item 6.A.d. Motion approved by unanimous voice vote.
- 5. Public Comment / Communications:** No public comment.
- 6. New Business:**

A. Public Hearing for 325 Walker:

- a) Chairperson J. Peterson opens the Public Hearing at 7:03pm.
- b) Project Summary: The owner of 325 Walker St., Walker Rental Properties, has submitted a rezoning application to amend the zoning ordinance map from Light Industrial Zoning (I-1) to Single Family Residential (R-3) at 325 Walker St, Parcel #80-45-300-013-00.
- c) Public Comment: A. Walker, owner of Walker Rental Properties, inherited 325 Walker St. from his grandfather. He would like to sell to his renters. K. Hadden, renter of 325 Walker, stated that she has been in the home for over 12 years and is trying to buy from the owner. L. Wyatt, Honor Credit Union, said she is helping K. Hadden with a loan and a potential grant in order to help with affordable housing, 325 will need to be rezoned to Residential.

The commission would like to see the parcel as residential as opposed to a parcel for truck parking. It was also pointed out that the properties to the west of 325 Walker St. are zoned as Single Family Residential (R-3) as well, so there would be no separation of zoning in that area.

- d) Chairperson J. Peterson closed the Public Hearing at 7:12pm.
- e) P. Rathbun, supported by P. Chmiel, made a motion to recommend the amendment of the zoning ordinance map from Light Industrial Zoning (I-1) to Single Family Residential (R-3) at 325 Walker St, Parcel #80-45-300-013-00 to be submitted to the Village Council for approval.

The motion was unanimously approved with a roll call vote.

B. Public Hearing for Zoning Moratorium:

- a) Chairperson J. Peterson opens public hearing at 7:15pm.

- b) **Project Summary:** The Planning Commission requested a public hearing to propose a Zoning Ordinance Moratorium. The temporary moratorium will be for the issuance of any zoning approval, rezoning, permits, licenses or other approvals of any commercial development within the Village as required by the Michigan Zoning Enabling Act.

The Zoning ordinance has been in a state of flux. The planning commission has seen very little of revised Zoning Ordinance and are a few months behind schedule from the original completion date. The Planning Commission would like further input in the purposed Zoning Ordinance before the approval of any zoning approvals, rezoning permits, etc.

- c) **Public Comment:** No public comment.
- d) J. Peterson closes public hearing at 7:21pm.
- e) P. Chmiel, supported by B. Allen, made a motion to send the Zoning Ordinance Moratorium to the Village Council with no recommendation.

The motion was unanimously approved with a roll call vote.

- 7. Public Comment / Hear from the Audience:** T. Hackenberg brought to attention the January 2nd meeting date to consider changing to a later date.
- 8. Planning Commissioner Comments:** P. Chmiel expressed his appreciation to L. Ransler (Imus) for her time, dedication and willingness to continue to work with the Planning Commission.
- 9. Adjournment:** P. Rathbun, supported by B. Allen, made a motion to adjourn the meeting at 7:25pm. Motion approved by acclamation.

**Respectfully Submitted,
Melina Leonard**

Village of Lawton Downtown Development Authority
October 18, 2023
Regular Meeting

Chairperson Osborne called the October 18, 2023 meeting to order at 7:00pm.

Present: K Drew, G Dudek, L Dudek, K Kozik, D Lawson, T Osborne, and Interim Village Manager Todd Hackenberg **ABSENT-** D Dluge, C McComis, Z Shinabargar, and R Turner

Agenda: Motion by D Lawson; Support G Dudek, to approve the October 2023 agenda. Motion carried.

Minutes: Motion K Drew; Support K Kozik, to approve the September 2023 minutes. Motion carried.

Treasurers Report: There was no expense in September. The DDA accepted the report.

Unfinished Business:

- A. Fall Escapade Parade-Recap--Thank You to Kelly and Donna for all their hard work to make the parade a success. Hopefully next year's weather will be better. Possibility of changing date not to conflict with "Schools Fall Break."
- B. Chancy Lewis Park Improvements Update—We have filed for an extension on grant to accommodate replacing pickleball courts. The extension would be for 6 months.

Bathroom work has started and will be complete this year.

New Business:

- A. Holiday Plans Deck the House-- We will use the same guidelines as last year. Eligible homes will be within 2 miles of Village limit. Deadline to have your house entered is December 11th with judging on December 14th between 7 and 9pm. DDA will sponsor 3 awards of \$100.00 each. Motion K Kozik; Support G Dudek. Motion carried.

DDA Board Comments: Discussion on cleanup of Fall Decorations—Cleanup will be Saturday November 4th @ 10:00am. Kelly will remove scarecrows before the 4th and **Buster will be picking up the straw.**

There being no further business Motion K Drew; Support G Dudek to adjourn. Motion carried. Meeting adjourned @ 7:55 pm.

Our next scheduled meeting is November 15, 2023

Respectfully Submitted,
Deborah Lawson, Secretary

**LAWTON FIRE DEPARTMENT
BOARD OF COMMISSIONERS
November 02, 2023 Regular Meeting Minutes**

CALL TO ORDER

Chairman Mayne called the Regular Meeting of the Lawton Fire Department Board of Commissioners to order at 7:00 p.m.

ROLL CALL

All Members present: Chairman Mayne, Vice Chair Packer, Commissioners Lawson, Bitely, Dudek and Cutting. Absent: None. Also Present: Fire Chief Cook and MFR Chief Baden.

APPROVAL OF MINUTES – October 2023 Meeting

Motion made by Bitely, seconded by Lawson to approve the minutes of the October 2023 meeting. Motion unanimously carried by voice vote.

CITIZENS' COMMENTS

FIRE CHIEF'S REPORT

Chief Cook presented the October 2023 Fire reports as submitted from the Van Buren County dispatch.

QR CHIEF'S REPORT

MFR Chief Baden presented the October 2023 MFR reports as submitted from the Van Buren County dispatch.

OLD BUSINESS

NEW BUSINESS

Bitely motioned, and Packer supported to approve Booko Brothers quote, in the amount of \$91,300.00. The total invoice will be split in thirds between the Lawton Library, Village of Lawton, and Lawton Fire Department. Each entity will pay \$30,433.33 for the replacement of the roof. Roll call vote taken, all in favor, none opposed. Motion carried.

Packer motioned, and Lawson supported to approve Moses Fire Equipment, Inc., in the amount of \$2,760.25 for seven (7) pairs of structural gloves and six (6) structural boots. Roll call vote taken, all in favor, none opposed. Motion carried.

Dudek motioned, and Lawson supported to approve Moses Fire Equipment, Inc. quote in the amount of \$3,886.00 for one (1) set of turnout gear. Roll call vote taken, all in favor, none opposed. Motion carried.

Lawson motioned, and Dudek supported to approve HS Fleet, LLC., invoice totaling \$5,416.80 for vehicle maintenance and repairs on Unit 1335: 2010 7600 tanker. Roll call vote taken, all in favor, none opposed. Motion carried.

Packer seconded a motion made by Lawson to approve HS Fleet, LLC., invoice totaling \$2,157.56 for vehicle maintenance and repairs on Unit 1362: 2011 F350. Roll call vote taken, all in favor, none opposed. Motion carried.

Packer seconded a motion made by Bitely to approve HS Fleet, LLC., invoice totaling \$2,020.10 for vehicle maintenance and repairs on Unit 1310: Quick Response 2006 Chevrolet. Roll call vote taken, all in favor, none opposed. Motion carried.

Dudek motioned, and Cutting supported to approve Moses Fire Equipment, Inc., invoice totaling \$1,625.00 for annual pump service tests on units 1320, 1322, 1370, and 1376. Roll call vote taken, all in favor, none opposed. Motion carried.

Dudek motioned, and Cutting supported to approve VanDam & Krusinga, Inc., invoice totaling \$1,096.16 for water damage repair. Roll call vote taken, all in favor, none opposed. Motion carried.

Bitely motioned, and Packer supported to approve VFIS Insurance invoice, Installment 3 of 4, totaling \$3,894.00. Roll call vote taken, all in favor, none opposed. Motion carried.

DISBURSEMENTS – Totaling \$21,638.60

Bitely motioned, and Packer seconded to approve disbursements totaling \$21,638.60, pending a detailed report for the month of October. On a roll call vote, motion unanimously carried.

ADJOURNMENT

There being no further business to come before the Board, Mayne supported a motion by Dudek to adjourn. Motion unanimously carried by voice vote. Meeting adjourned 7:30 p.m.

Next meeting date: December 07, 2023

Bruce T. Cutting, Secretary

Circulation Report for September 2023

We had 676 visitors and checked out a total of in 2,090 materials.

Adult Fiction	462
Audio Books	5
Children Easy Books	682
Junior Fiction	373
Junior Non-Fiction	65
Large Print	272
Non-fiction	52
Periodicals	13
Videos	103
Young Adult fiction	55
VOX Books	<u>8</u>
Total	2,090

Computer Usage	36 uses
Michigan Overdrive Total Checkouts	24,085
Michigan Overdrive Total Holds	9,127
Michigan Overdrive Total Users	5,674
New Items Processed	129
Our Mel Items Received	81
Our Mel Items Sent	87
Lawton Overdrive Downloads	297
Lawton Overdrive Holds	144
New Library Members	10
Total Library Members	2,150

Lawton Website visited 1,732 last 30 days

Facebook visited 1,832 last 30 days

Knitters: 27

Story time: 56

Book club: 11

Mystery Club: 10

Respectfully Submitted, Lyn Tone, Director

LAWTON VILLAGE LIBRARY BOARD

Regularly scheduled monthly meeting

Date: 10/23/23

I. Call to Order

The meeting was called to order by Reid at: 6:27

Members present: Cornish, Kison, Reid, Rathbun, McArthur

Members excused: Troxell

Staff Present: Tone

Public Comment (3 minutes per speaker): Josh Appleby, Village President.

II. Secretary's Report: The 9/25/23 minutes were accepted as presented.

Reid Moved to accept the 9/25/23 meeting minutes. Second by - Kison. Motion carried

III. Library Director's Report – Usage Statistics

- A. Visitors: 676
- B. Materials checked out: 2090
- C. Adult Fiction: 462
- D. Audio Books: 5
- E. Children Easy Books: 682
- F. Junior Fiction: 373
- G. Junior Non-fiction: 65
- H. Large Print: 272
- I. Non-fiction: 52
- J. Periodicals: 13
- K. Videos: 103
- L. Young Adult fiction: 55
- M. VOX books: 8

Total: 2090

- N. Computer usage: 36 uses
- O. Michigan Overdrive total checkouts: 24085
- P. Michigan Overdrive total holds: 9127
- Q. Michigan Overdrive total users: 5674
- R. New Books Processed: 129
- S. Our MEL items received: 81

- T. Our MEL items sent: 87
- U. Lawton Overdrive downloads: 297
- V. Lawton Overdrive holds: 144
- W. New Library Members:10
- X. Total Library Members: 2150
- Y. Lawton Website visited: 1732 in the last 30 days
- Z. Facebook visited: 1832 in the last 30 days
- AA. Special Programs: Knitters: 27; Story Time: 56; Book Club: 11; Mystery club: 10.

IV. Financial Report

A. The financial report was presented.

McArthur moved to accept the financial report. Second by Rathbun. Motion carried.

B. The receipts and expenses were presented by Tone as follows:

Receipts: \$ 6400.41

Expenses: \$ 16,875.38

Cornish moved to pay the bills. Second by Reid. Motion carried.

V. Committee Reports

A. None

VI. Communications: None

VII: Old Business:

1. Roof – Village is working on bids. Three estimates have come in for the roof. Bids range \$85,000 to 109,000.00. These include covering the sky lights up. It will be about \$26,000 to \$39,000.00 for our part of the bid. The Village will make a decision and inform the Library Board of which bid they will accept.
2. Repair of exit door areas is done.
3. Lease completed and will start in March 2024. Appleby went over the lease with the board. Questions were asked and answered. The sky lights are going to be covered to eliminate the leaks. A handicapped entrance needs to be put on the front door. There needs to be a ramp in the front also.

VIII: New Business:

1. Sharon O'Connor's 4-year increase

McArthur Moved to increase Sharon O'Connor's wages from \$10.80 to \$11.25 starting October 23, 2023. Second by: Rathbun
Cornish – yes; Reid – yes; Kison – yes; Rathbun – yes; McArthur – yes. Motion carried.

2. Leah's 90-day increase

McArthur moved to increase Leah Munson wages from \$10.10 to \$10.60 starting 10/23/23.
Second by: Reid
Cornish – yes; Reid – yes; Kison – yes; Rathbun - yes; McArthur – yes. Motion carried.

3. Evening story time beginning November 1, 2023. It will always be on the first Wednesday of the month at 4:30 PM.
4. White Oaks beginning November 8 at 3:00; we are alternating locations each month. November is at Library. December is at White Oaks and son on.
5. Blueberry Hill director said after they get more people in their facility, they will have library do crafts, as the only have 3 residents at t he moment.
6. Hosting Literacy meeting again at Lawton on November 2 from 2 – 3:30.
7. Closing for Thanksgiving Thursday, Friday and Saturday – November 23-25. Closing at 4:00 on Wednesday for staff party.
8. Paranormal will be here Tuesday 24, at 6:00 PM.
9. Sharon and Lyn will be passing out candy on Halloween; closing the library at 5:30 and staying until 7:30.

X. Adjournment – The meeting adjourned at 7:51.

Rathbun Moved to adjourn the meeting; second by McArthur

Next Meeting: November 27, 2023; 6:30 PM

Respectfully submitted,

Marianne McArthur, Board Secretary