

**MINUTES
REGULAR COUNCIL MEETING
MONDAY, NOVEMBER 19, 2018 AT 7:00 PM**

**COUNCIL MEETS THE FIRST AND THIRD MONDAY EACH MONTH, EXCEPT HOLIDAYS,
AT 315 BRIDGE ST. - VILLAGE COUNCIL CHAMBERS**

OATH OF OFFICE: The Village Clerk administered the Oath of Office to Village President James Janisse, and Trustees Barbara Mullaly, Elaine Glowicki and Gerard Knoph.

(PLEDGE OF ALLEGIANCE – ROLL CALL -- TAPED MEETING NOTICE)

PRESENT: VILLAGE PRESIDENT JAMES JANISSE; COUNCIL MEMBERS ELAINE GLOWICKI, MELISSA WEST, DOUGLAS BRONKEMA, BARBARA MULLALY, PATRICIA PERLMAN AND GERARD KNOPH

STAFF: VILLAGE MANAGER WILLIAM COOPER, ASSISTANT MANAGER/CLERK CAROLINE KENNEDY, DPW SUPERINTENDANT BRAD KLUCZYNSKI, PLANNING & ZONING ADMINISTRATOR STEVE RAVEZZANI, POLICE CHIEF DAVE CENTALA and HARBORMASTER MIKE SINGLETON

ALSO PRESENT: INTERESTED CITIZENS – 14

CONFLICT OF INTEREST: None.

President Janisse called for nominations for the office of President Pro Tempore.

MOTION by WEST, second by BRONKEMA, to nominate BARBARA MULLALY as the **PRESIDENT PRO TEMPORE**.

Hearing no other nominations receiving a second, nominations were closed.

The question being on the election of MULLALY to the office of President Pro Tempore,

Roll Call Vote: Ayes – Janisse, Mullaly, Perlman, Knoph, Glowicki, West, Bronkema; Nays – None

MOTION CARRIED.

MOTION by BRONKEMA, second by MULLALY, to support the following President's Appointments:

1. Douglas Bronkema – Harbor Commission
2. Elaine Glowicki – Housing Commission
3. James Janisse – Downtown Development Authority (per state statute)
4. Gerard Knoph – Green ER Committee
5. Barbara Mullaly – Planning Commission
6. Patricia Perlman – Township Board
7. Melissa West – Parks and Recreation Commission

Roll Call Vote: Ayes – Mullaly, Perlman, Knoph, Glowicki, West, Bronkema, Janisse; Nays – None.

MOTION CARRIED.

ELECTION HOUSEKEEPING ITEMS DISCUSSION:

Email Addresses -- A village email address is assigned to new council members and is the required email address for all village business.

Procedural Changes -- No council meeting procedural changes were proposed.

Newly Elected Official Training – Training will be conducted in-house by Kennedy following the regular agenda on December 3, 2018.

MOTION by **MULLALY**, second by **PERLMAN**, to begin the December 3, 2018 meeting at 6 p.m.
All those present voting yes. **MOTION CARRIED.**

MOTION by **BRONKEMA** second by **GLOWICKI**, to approve the adoption of the Consent Calendar as follows:

A. ACCEPT MEETING MINUTES

1. Regular Council Meeting – November 5, 2018
2. Parks and Recreation – October 4, 2018

B. APPROVAL OF BILLS in the amount of \$98,590.15 and payroll in the amount of \$45,433.15.

All those present voting yes. **MOTION CARRIED.**

CITIZEN COMMENTS: Three citizens commented.

VILLAGE MANAGER REPORT: None.

UNFINISHED BUSINESS: Items remain pending.

NEW BUSINESS:

MOTION by **MULLALY**, second by **WEST**, to approve a proposal from Networks Northwest for temporary provision of planning services.

Roll Call Vote: Ayes – Perlman, Knoph, Glowicki, West, Bronkema, Janisse, Mullaly; Nays – None.

MOTION CARRIED.

MOTION by **MULLALY**, second by **GLOWICKI**, to approve a proposal from Elise Crafts of Statecraft, for temporary provision of zoning services.

Roll Call Vote: Ayes – Knoph, Glowicki, West, Bronkema, Janisse, Mullaly, Perlman; Nays – None.

MOTION CARRIED.

By unanimous consent, Council set the date for the **Council Strategic Planning session as Tuesday, December 11, 2018.**

MOTION by **WEST**, second by **MULLALY**, to set a **Public Hearing for December 17, 2018** for **PROPOSED ORDINANCE #492** – An amendment to the General Code of Ordinances, Chapter 10, Island Property.

Roll Call Vote: Ayes – West, Bronkema, Janisse, Mullaly, Perlman, Knoph; Nays – Glowicki.

MOTION CARRIED.

MOTION by **MULLALY**, second by **WEST**, to set a **Public Hearing for PROPOSED ORDINANCE #494** – An amendment to the General Code of Ordinances, Chapter 2, Administration, Sec. 2-25 – Seeking other village office.

After discussion, Council directed staff to research the lead-time of election filing deadlines, and language regarding the resignation of a serving council member at the last meeting prior to an election, if filing to run for the office of village president.

The question being on the motion to set a Public Hearing date, the motion was withdrawn.

MOTION by **MULLALY**, second by **PERLMAN**, to direct the Planning Commission to review and make recommendations for amending the Sign Ordinance within the Zoning Code, with specific attention to policy affecting the public rights of way.

All those present voting yes. **MOTION CARRIED.**

COMMUNICATION FROM PARKS AND RECREATION COMMISSION—After discussion, by unanimous consent Council directed staff to check state statute and prepare a **SMOKE-FREE ORDINANCE** for future review.

CORRESPONDENCE: None.

REPORTS FROM COMMITTEES/COMMISSIONS: Received.

MONTHLY CONSOLIDATED STAFF REPORT: Received.

President Janisse and Council members presented **Planning and Zoning Administrator Steve Ravezzani** with a **Certificate of Appreciation** for the occasion of his retirement, celebrating 19 years of service with the village.

UPCOMING MEETING DATE AND OTHER EVENTS:

Regular Council Meeting – Monday, December 3, 2018 at **6:00 p.m.**

MOTION by **BRONKEMA**, second by **WEST**, to adjourn at 9:00 p.m.
All those present voting yes. **MOTION CARRIED.**