



Village of Lawrence
157 N. Paw Paw St.
Lawrence, MI 49064
PH: 269-674-8161 Fax: 269-674-3004
www.lawrencemi.org



Village of Lawrence Regular Common Council Meeting
157 N. Paw Paw St., Lawrence, MI 49064
January 14, 2025

Call to Order: The Regular Common Council Meeting was called to order at 6:00 p.m.

Pledge of Allegiance: Led by President Gritter

Roll Call:

- **Present:** John Gritter, President; Phil Glennie, Trustee; David Deloach, Trustee; Chuck Rowlee, Trustee; Alicia Lorenzo, Trustee; Annette Crandall, Trustee
- **Absent:** None
- **Also Present:** Brian Johnson, DPW Supervisor; Paul Bianco, Police Chief; Donna Spenner, Township Supervisor; David Quick

Additions to Agenda:

- Appointment of Council Trustee to Vacant Seat

Conflicts of Interest:

- None

Approval of Agenda Month:

Motion by Deloach, 2nd by Lorenzo
All Aye. Motions Carried.

Approval of Prior Council Minutes Month Prior:

Motion by Lorenzo, 2nd by Deloach
All Aye. Motions Carried.

Approval of Bills & Review of Bank Balances Month Prior:

Motion by Glennie, 2nd by Rowlee
All Aye. Motions Carried.

Presentations & Guests:

- Council Trustee Appointment of David Quick to Vacant Seat with two years remaining
Motion by Lorenzo, 2nd by Rowlee
All Aye. Motions Carried.



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Van Buren County Commissioner: Mike Chappell

- Not Present

Lawrence Township: Donna Spenner

- Renewed all the candidates' applications. We have 12 Class C Adult Use; 1 Class B; 10 Class C Medical, 7 Excess Grow; 4 Processing; for a total of 34 licenses for the Township.
- The boiler system at the Van Buren District Library has been failing and there was a conversation with the Library Director; it was presumed for years that the Township bore the responsibility of the full cost of that bill. She had a meeting with Anne Cox and Dan Hutchins (Executive Director of the VBDL) and asked to share in cost for the maintenance of the boiler system. Responded with a hard no; Dan then presented her with the Branch Library Agreement from 1999. The agreement it talks about the Van Buren District Library (VBDL) in Decatur, Lawrence Township, a Michigan Municipal Incorporation, at 122 W. St. Joseph St., and the Village of Lawrence, a Michigan Municipal Incorporation, collectively referred to as the Local Units. Entered into the agreement on the 26th day of January 1999. In the agreement, it talks about the Local Units responsible for all maintenance costs for the library. The Township has been paying sole costs for the maintenance of the library since this agreement has existed. It is felt that the responsibility for maintenance should be shared with both the Township and the Village. At Thursday's board meeting, the consensus is that we want to look at rewriting a new agreement to present to the library where they are responsible for some of the shared costs of maintenance on the building.
- There are seven (7) branches of the Van Buren District Library that bring in a total of \$2.2 million from taxpayers; the portion of that from Lawrence taxpayers is \$232,000 from the millage. The library pays nothing for the building other than utilities, staffing, and the equipment inside the building. Just raised the millage to give the staff pay increases. Taxpayers are already paying \$232,000 in taxes toward the library and now they are digging out of the general fund to pay for maintenance, which is essentially double dipping.
- Millage income from Lawrence goes into a general fund for VBDL that may be used at other branches, as well as the Lawrence branch.
- Township replaced two of the boilers two years ago for \$18,000. The other two have or are failing to the tune of \$24,000 now. Township pays a \$366 monthly maintenance agreement with Egan to maintain the boilers, so they operate properly. \$1,500 boiler repair for the heated sidewalks system. The agreement speaks about who pays for maintenance but not who owns the building.
- Requesting that members of the Local Unit, Township and Village, attend the meeting together with the Van Buren District Library. Requesting that the library pay \$12,000 and the Township and Village will pick-up the other \$12,000.
- The library board meeting where the Township representative will be present the direction from the board is Monday, January 27th.



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Lawrence Township Emergency Services: Steve Richardson

Report of Calls for November 2024

	Lawrence Twp.	Arlington Twp.	Village of Lawrence
FIRE	3	0	3
QR	9	1	13

Fire Apparatus Mileage/Hours

<u>Unit #</u>	<u>Mileage</u>	<u>Hours</u>
1710	11,500.7	--
1711	75,378	--
1721	8,728.1	566.3
1726	24,415	2,140.0
1738	16,059.9	--
1766	11,778	--
1769	1,961	--
1780	9,201	--
1781	902	--

Training

- Two members will be attending the Van Buren County Fire Academy, January through May 2025.
- Several members to attend Basic Wildland Fire training in January, hosted by Benton Township FD, Berrien County.
- Two members to attend Emergency Medical Responder training in January through February. Class hosted by Columbia Township FD. Also, one Village of Lawrence PD member. LPD assists with medical calls, which has helped with limited staffing during daytime hours.

Fire Chief Report

- Attended Van Buren County Medical Control Authority meeting. Provided updates related to EMS in the County.
- Planning for upcoming budget workshops, identifying priorities and needs of the department.
- Chief continuing to work on department SOPs and EMS reports with Medical Assistant Chief Fein.

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- James Fein was selected as Firefighter of the Year for 2024 and presented an axe that was handcrafted by LTES member Sam Stafford. Assistant Chief Carpp was also recognized for his continued leadership during the past year.
- Annual Report of Calls for CY2024 (attached).

Lawrence Township Emergency Services Activity Report

January 1, 2024 – December 31, 2024

Fire Calls

<i>Call Type</i>	<i>Arlington Township</i>	<i>Lawrence Township</i>	<i>Village of Lawrence</i>
Structure Fire	1	5	1
Vehicle Fire	1	4	3
Outside Fire	11	16	3
Fire/CO Alarm	0	4	19
Electrical Hazard	1	12	3
Gas Leak	0	1	2
Smoke Investigation	0	2	0
EMS Support / MVA	4	25	1
Service Call	0	2	0
TOTALS	18	71	32

Mutual Aid: **12** total (Hartford, Bangor, Paw Paw, Keeler, Decatur-Hamilton)

Total Fire Calls for CY2024: 133

Quick Response Calls

<i>All EMS Call Types</i>	<i>Arlington Township</i>	<i>Lawrence Township</i>	<i>Village of Lawrence</i>	<i>Total QR Calls</i>
TOTALS	122	134	119	375

Total QR Calls for CY2024: 375

Total Calls for LTES / CY2024: 508



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Lawrence Public Schools Superintendent: Ryan Williamson

- None

Reports:

President's Report:

- Committee Appointments: David Quick was appointed to PSC Committee and Annette Crandall was appointed to Personnel Committee.

Clerk's Report:

- No Report

Village Manager:

- Minimum wage to increase to \$12.48 for Ron and Chris effective February 21, 2025.
- Reviewed prepared budget spreadsheets to date and there are no concerns.
- State renewal for True Leaf license received, however, there are still trailers on the property which is against the Village Ordinance; they received the original Ordinance Violation in August of 2024. Amos stated that the trailers were disconnected from water and power and that they were waiting for a break in the snow to have them moved out. Will issue conditional renewal approval contingent upon violation resolution within a stated timeframe.

Police Department:

MONTHLY UPDATE ON POLICE DEPARTMENT:

- We wrote 25 LPD incident reports during the period 1 Dec to 31 Dec 2025 which ranged from a Property Damage accident, Driving Law Violation, Alarm, Civil issues/matter, EMS/Fire incidents, Intimidation/Stalking, Suspicious Situation, Assist other Dept and general assistance.
 - Ran radar and watched for violations all over town to bring speeding down and make streets safer.
 - Vehicle and foot patrol in the schools regularly during work shifts.
 - Daily vehicle patrol in the business park to keep an on eye on businesses. Stopping in to check w/employees as well.
 - Have had several false alarm calls at 305 Farms over the past few months.
 - Contact with citizens/kids as opportunities present themselves in the neighborhoods and around town.
 - Continue to keep an eye out for blight issues and parking Violations.
 - Traffic monitoring/safety enforcement before and after school as calls for service permit.
 - Ofc Vande Voren continues to make daily walk throughs at Lawrence Schools as well as VB Tech.
 - Chief Bianco & Ofc Vande Voren worked the Holiday parade and truck parade on 14 Dec 6p to 9p.



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- During the month of November LPD issued 15 - written traffic citations, took 3 - UD10 traffic crash report(s) and made approximately 24 traffic stops for traffic offenses of which 12 resulted in verbal warnings to citizens.
- During the month of December 2024 LPD responded to 20 calls for service that originated from the Van Buren County 911 dispatch Center. 15 police calls, 4 medical and 1 fire/rescue call(s). MSP was dispatched to 7 calls (7-primary & 0-as back-up to Lawrence PD or VBCS) and the VBCS was dispatched to 8 calls (8-primary and 0-as back-up to Lawrence PD or MSP). Note: all calls that VBCS & MSP were primary are when LPD did not have an officer on duty(nights/weekends).
 - Continue to advertise for a part-time officer position(s).
 - Working on various training points with Ofc Vande Voren...he is making steady progress.
 - Continue to educate citizens on the parking ordinances via verbal warnings to correct violations.
 - Both Ofc Vande Voren & I completed our 16 hours of mandatory MCOLES training.
 - Radio Encryption update – If you have not already replaced/upgraded radios...Wait until we get answers from the federal & state levels of government. Expecting further updates in 2025 per Tim McGee.
 - Chief Bianco has been responding to medical calls both in the Village and Township when on duty to assist Township with the QR team & Fire manning.
 - Attended Fire training on Traffic Incident Management on 19 Dec 2024 while off duty.
 - Attended NARCAN MFR training at Hartford FD on 18 Dec 2025 while off duty
 - Next citizens police committee meeting is scheduled for 18 Feb 2025 @ 6:30p.

Community Development:

Community Development Budget: no discussion

Halloween: Trunk or Treat – Friday 10/31/25 5 to 7 to organize a Trunk or Treat in park at same time

Trick or Treat - Friday 10/31/25 5 to 7

Christmas in The Village - December 6 or 13, 2025 (Paw Paw is 12/7, Hartford is 12/14)

2-4 pm

Santa at Library

6:00

Parade

6:30

Light up Christmas tree in Park with Santa

6:30 to 7:30

Hot Choc and cookies at Legion

** was until 8:00 but Fern said empty by 7:30

- Freedom checking on entertainment for that night
- Parade from Kalamazoo to go through town approx. 8 to 8:30-- 2024 came to Lawrence at 7:30
- verify at Council meeting with Police and Fire dept
- Request larger tree for 2025
- Christmas flyer to come out prior to Thanksgiving
- Request to have a craft show again if possible
- Encourage house decorating where possible

Music in Park — 2025 to book asap

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Miss Lawrence – no candidates for 2025
History Night – February 13, 7 pm at VB Conference Center
New Business:
Old Business: “Taste of Lawrence”

1-Fruit Street 2-Freedom Bar 3-Marathon 4-Acapulco 5-Cathys Kitchen 6-Walt & Maries 7-April’s
Teapot Dome 8-Smokin D’s 9-Hendersons
- - Rene Rodriguez from Paw Paw chamber of commerce to attend Feb meeting to explain their
similar event

- Local restaurant gift certificates - no discussion
- Recognition Day – No discussion
- Welcome Wagon — no discussion

DDA:

- Next meeting is Wednesday, January 22nd at 5:30 PM.
- The November/December meeting of the Lawrence DDA at the Lawrence Village office was called to order at 5:40pm on December 11th with the following members present: Phil Glinnie, Dale Gribler, Mike Chappell, Kim Thompson, Ben Warner and John Gritter. Also guest Annette Crandall.
- Welcome Ben and thank you for serving on the committee.
- MINUTES: moved by Phil supported by Mike to approve the September minutes. Carried
- TREASURERS REPORT: no monthly financials were available. Arbor bank balance as of today’s date Farmers Market: \$2,101.48. DDA: \$89,584.53. Community Development: \$347.67.
- It was reported that a recent meeting with BSA, State Treasury and Village about financial reports was held with positive feeling that financials should be available soon.
- Members were given a spreadsheet of past years distribution of funds and true up figures to make DDA whole in the amount of \$127,543.41. Gritter reported discussion is now on going on reimbursement of past taxes to the DDA by council.
- FARMERS MARKET: no report, Gribler to contact FM Manager Ingalls to see if she could give the committee an annual report and her needs for next year at the February meeting.
- FACADE GRANTS: application received from Ms. Barnett owner of 143 N Paw Paw St who is renovating the old Cook/Ellis building into a coffee shop. Moved by Kim supported by John to approve the facade grant for 143 N Paw Paw St up to the maximum amount with appropriate receipts submitted. Carried
- STREETScape: John reported the drain work on Exchange Street and the Village Park to be done next month.
- The Christmas decorations were installed by the electrician, many positive comments.
- We are in need of 13 more lights and garland which will complete this project from Bronner’s to be ordered after December 15th when they go on sale. Moved by Phil supported by Mike to purchase 13 lights and garland from Bronner’s not to exceed \$3,700. Carried
- COMMUNITY DEVELOPMENT: Christmas parade this Saturday.

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- OLD BUSINESS: Kim reviewed her emails with Solitude about lights for the fountain in Braush Park, the cost was \$25k for lights and battery backup. The Solitude rep advised her pricing is getting better, check back in the spring for an updated cost.
- NEW BUSINESS: current year line-item budget distributed to members, please review and as we will complete budget at the January meeting.
- Annette brought to the committee attention how nice the Christmas decorations looked, if not for the vision and development of the industrial park by her father, the DDA budget could not do the things we are able to now do. Discussion on how to recognize Jim and Gayle Crandall for their accomplishments to help the Village. Consensus to name the new pavilion in the park in recognition of Jim and Gayle. Dale will talk to Gayle about this idea. (Note, Dale contacted Gayle, she was very pleased with the idea)

Joint Parks & Recreation:

- Meetings moved to quarterly, so no meeting in January.

LDFA:

- Set budget; Next meeting March 19th at 6:30 PM.

Personnel:

- No Report

Planning Commission:

- No December meeting, next meeting is January 20th at 6 PM.

Public Services/DPW:

Ongoing projects

- Sewer main on the East side of DPW building is cleaned once a month and checked weekly.
- Working with Andrew on several things.
- Equipment Planning. Salt truck, Backhoe, Dump truck, Generator and Kubota tractor.

December

- Lead and Copper sampling was completed for July 1st through December 31st period. So far, we have one location that tested above the action level. Filter was given out and resamples will be done. This should not put the Village over on exceedance level.
- Working with Carey on switching me over as operator for the Village and working on sample monitoring, reports and lead copper inspections.
- Service line inspections are a little slow right now with the weather. Andrew and I have been working on putting all the information that has been gathered so far into a spreadsheet.
- I am going to reach out to MRWA for assistance. They can help with many different areas by getting some of our outdated requirements up to date. I do not know a time frame on our EGLE inspection yet, but MRW should be able to help us get most everything EGLE wants up to date



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and in making the correct procedures list forms. This year there will be a lot of work updating and doing requirements from EGLE.

- EGLE has started sending out the new Sampling reequipments for the year. Not many changes from last year, just mainly dates. We will be still sampling every 2 weeks for WQP and doing 20 lead copper samples twice a year.
- Working with Tommy and Aiden more in water/sewer. Rounds, operations, locations and how to use vales at the lagoons.
- Our fall Lagoon discharge is complete. Aiden had a lot of training in the discharge side, taking samples, measuring overflow and starting and shutting down a discharge along with getting more into the new paperwork inspection/operation check list.
- MRWA is having a weeklong water/sewer operations class in February. Most of this is for new to the industry people. I am trying to work it out to send Tommy and Aiden to a few of these classes. From what I understand we can pay day by day or the whole week.
- Snow plowing has been going a little slower this year. Training Aiden on what to do with the snowblower and pickup truck and training Tommy on how to operate and what to do with the underbelly plow. Both are doing well with it.
- See attached quotes from Tree service companies.
- We are now able to start working on updating numbers with our budget. Hoping soon we can start sending information to Andrew so we can get back on track with our projects.
- Conversation to inform everyone about new plow truck requirements that will bring prices up a lot and to discuss the possibility to purchase one now instead of waiting.
- We have shut-off 305's water for non-payment.
- The water service line project is now complete. Samples came back good. I do have a few things to investigate. Couple of concerns from owners. One being cracks are not filled correctly and the other being sleeves should have been used through the foundation.

Looking ahead:

- DPW pothole filling around town.
- Graveling road edges and alleys.
- Cleaning storm drains.
- Meter change outs.
- Moving things around inside DPW for safety concerns.

Citizen Police Committee:

- Next meeting is Tuesday, February 18th at 6:30 PM.

ZBA:

- No Meeting Held.

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New Business:

- Items here

Old Business:

- None

Public Comment:

- None

Council Comment:

- None

Motion to Adjourn:

Motion by Deloach, 2nd by Glennie
All Aye, Motion Carried.
Meeting Adjourned at 8:18 p.m.

Respectfully Submitted:


Theresa Stroud, Village Manager


John Gritter, Village President