



**VILLAGE OF STOCKBRIDGE**  
**Council Meeting**  
**305 W. Elizabeth Street, Room #112**  
**September 12, 2022 at 7:00pm**  
**UNAPPROVED Minutes**

Meeting called to order by President Howlett at 7:00pm

a. **Roll Call:**

PRESENT: President Molly Howlett  
Pro-Tem Frederick Cattell  
Trustee Kim Morehouse  
Trustee Greg Uihlein  
Trustee Richard Mullins  
Trustee Chadwick Quintanilla

ABSENT:

**Others Present:**

Darwin D.P. McClary, Village Manager  
John Gormley, Village Attorney  
Matt Bartus, Interim Police Chief  
Citizens were also present.

b. **Pledge of Allegiance**

President Howlett led the pledge of allegiance.

d. **Approval of Agenda**

MOTION by Uihlein, SUPPORTED by Quintanilla, APPROVED; the September 12, 2022, agenda as amended.  
Motion carried unanimously.

e. **Approval of Minutes**

MOTION by Quintanilla, SUPPORTED by Cattell, APPROVED; Meeting Minutes of August 1, 2022, as presented by Clerk Nogle.  
Motion carried unanimously.

1. **Public Comment** – There was public comment.

2. **FINANCIAL REPORT:**

a. **Accounts Payable**

MOTION by Cattell, SUPPORTED by Quintanilla, APPROVED; to approve the August 2022 financials as presented by Clerk Nogle

AYES: Uihlein, Cattell, Quintanilla, Morehouse, Mullins, Howlett

NAYS: None

ABSENT: None

MOTION PASSED

**POLICE REPORT**

Council reviewed police report.



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**PUBLIC HEARING**

Stockbridge Downtown Development Authority Plan 2022 Amendment

Public hearing opened at 7:26pm

Public hearing closed at 7:43pm

**UNFINISHED BUSINESS**

Amendment to the Personnel Manual – Clothing Allowance for DPW

MOTION by Uihlein, SUPPORTED by Cattell, APPROVED; to adapt the resolution amending the Village of Stockbridge Personnel Manual to add a new Section 5.03 – Public Works Clothing Allowance.

AYES: Mullins, Morehouse, Cattell, Quintanilla, Uihlein, Howlett

NAYS: None

ABSENT: None

MOTION PASSED

**NEW BUSINESS**

Appointment to Vacant Village Council Trustee Position

MOTION by Morehouse, SUPPORTED by Mullins, APPROVED; to appoint Linda Dyer as Village Trustee to fill the unexpired term of office created by the recent passing of Trustee Anne Mocerri, with said term to expire on November 20, 2022.

Motion carried unanimously.

Appointment of Hunter Lega to Stockbridge Downtown Development Authority

MOTION by Morehouse, SUPPORTED by Mullins, APPROVED; to appoint Hunter Lega to the Board of Directors of the SDDA.

Motion carried unanimously.

Ordinance Amendment – Planning Commission Membership Composition

MOTION by Mullins, SUPPORTED by Cattell, APPROVED; to adapt the ordinance amending Chapter 2, Article VII – Planning Commission to eliminate the prohibition of planning commission members serving simultaneously on other boards or commissions of the village.

Motion carried unanimously.

AYES: Dyer, Mullins, Morehouse, Quintanilla, Cattell, Uihlein, Howlett

NAYS: None

ABSENT: None

MOTION PASSED

Ordinance – Adoption of the SDDA Development Plan 2022 Amendment

MOTION by Uihlein, SUPPORTED by Cattell, APPROVED; to adapt the ordinance adopting and approving the 2022 amendments to the Village of Stockbridge Downtown Development



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Authority's Development Plan pursuant to the provisions of Act 57 of the Public Acts of Michigan of 2018, as amended.

Motion carried unanimously.

AYES: Uihlein, Cattell, Quintanilla, Mullins, Howlett

NAYS: Morehouse, Dyer

ABSENT: None

MOTION PASSED

Amendment to Personnel Policies Manual – On-Call Stipend for Public Works Employees

MOTION by Uihlein, SUPPORTED by Cattell, APPROVED; to adopt the resolution approving an amendment to Section 5.06a of the Village of Stockbridge Personnel Policies Manual to provide a weekly stipend to employees serving on stand-by-call status and to require that employees carry a village-provided mobile phone while on stand-by call status.

Motion carried unanimously.

Approval of Skate Park Rules Sign – Veterans Memorial Park

MOTION by Quintanilla, SUPPORTED by Mullins, APPROVED; to approve the request by the Stockbridge Downtown Development Authority to remove the existing skate ramp rules sign in Veterans Memorial Park and to construct a new sign at the same location in accordance with the DDA's sign installation permit application dated August 3, 2022, and sign location map and sign verbiage detail submitted to the village council, with the approval contingent upon the DDA obtaining all necessary variances from the Zoning Board of Appeals prior to any work being commenced.

Motion carried unanimously.

Street Closure – 2022 Stockbridge High School Homecoming Parade

MOTION by Quintanilla, SUPPORTED by Mullins, APPROVED; to approve the request from Stockbridge high School to approve a permit for the close of certain streets on Friday, October 7, 2022, from 6:00pm to 6:45pm for the 2022 Stockbridge High School Homecoming Parade, contingent upon approval of the closures by the police Chief and SAESA, as follows:

S. Wood Street at the Middle School

W. Elizabeth Street from S. Wood Street to West Street

W. Street from W. Elizabeth Street north to W. Main Street

W. Main Street east to S. M-106

S. M-106 south to Elizabeth Street

E. Elizabeth Street east to S. Center Street

S. Center Street north to M-106

Motion carried unanimously.



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Stockbridge HarvestFest Street Closures and Use of Village Property

1. MOTION by Quintanilla, SUPPORTED by Mullins, APPROVED; the request from the Stockbridge HarvestFest Committee to close S. Center Street from E. Main Street south to E. Elizabeth Street and E. Elizabeth Street from S. Clinton Street east to S. Center Street from 8:00am to 10:00pm on Saturday, October 1, 2022, for the annual Stockbridge HarvestFest event.  
Motion carried unanimously.
  
2. MOTION by Quintanilla, SUPPORTED by Mullins, APPROVED; the request from the Stockbridge HarvestFest Committee to use village public works property as indicated on their submitted map as a route to shuttle festival participants between event locations subject to the following conditions: (1) the committee must provide a certificate of liability insurance for the event naming the village as an additional insured and must execute an agreement holding the village harmless for any claims of damage or injury resulting from event activities; (2) the approval for the use of village public works property shall be subject to the determination of the water/wastewater operator in charge that there are no water/wastewater facility security concerns relating to the use of the property; (3) the police chief and SAESA shall give the final approval to street closures, routes, and emergency personnel and vehicle access to all areas of the event.  
Motion carried unanimously.

Street Closures – All Clubs Day 2022

1. MOTION by Quintanilla, SUPPORTED by Mullins, APPROVED; the request to close the following streets from 6:00am until 4:00pm on Sunday, September 18, 2022, for the All Clubs Day event, subject to approval from the Police Chief and SAESA as to safety and emergency concerns access:  
N. Center Street from E. Herbert Street south to E. Main Street  
S. Center Street from E. Main Street south to E. Elizabeth Street  
E. Elizabeth Street from S. Clinton Street east to S. Center Street  
W. Elizabeth Street from Wood Street east to S. Clinton Street  
Wood Street from W. Elizabeth south to Vernal Street  
Motion carried unanimously.
  
2. MOTION by Quintanilla, SUPPORTED by Mullins, APPROVED; assistance from the Department of Public Works for the 2022 All Clubs Day for the delivery and removal of rolling garbage bins, barricades, cones, and picnic tables. Public Works will deliver the items on Friday and remove them on Monday to avoid overtime costs. The organization will be responsible for setting barricades and cones up at appropriate locations and times as approved by the Police Chief and SAESA and for removing them from the roadways to safe locations after the event.  
Motion carried unanimously.



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Street Closures – HarvestFest 2022 5K Run

MOTION by Quintanilla, SUPPORTED by Mullins, APPROVED; the request from the HarvestFest Committee to use the village sidewalks and to provide police assistance for traffic control and DPW assistance for delivery and pickup of barricades for the HarvestFest 5K Run to be held on Saturday, October 1, 2022 with the following conditions:

- The 5K route and street closures shall be subject to approval from the police chief and SAESA as to traffic and pedestrian safety and access for emergency services.
  - The use of the village’s sidewalks shall be for a period of 7:00am to 10:00pm on October 1, 2022.
  - The police department shall provide traffic control assistance as needed during the conduct of the 5K run during the event.
  - The public works department shall provide assistance with the delivery of barricades on the day prior to the event and pickup of barricades on the first regular work day following the event.
  - The event sponsor shall provide evidence of general liability insurance coverage for the event with an insurance certificate issued to the Village of Stockbridge naming them as an additional insured party for the event with insurance coverage limits acceptable to the Village Manager
  - The event sponsor shall ensure that each participant in the event signs a hold harmless agreement that indemnifies the Village of Stockbridge and its representatives, agents, employees, and volunteers from any claim of injury or damage as a result of the event. Copies of all harmless agreements shall be kept on file for at least (3) years from the date of the event.
- Motion carried unanimously.

**Public Comment** There was public comment.

**ADJOURNMENT:**

MOTION by Mullins, SUPPORTED by Cattell, APPROVED; to adjourn the meeting at 10:47pm. Motion carried unanimously.

Respectfully submitted:

Debbie Nogle, Village Clerk