

**Minutes, Paw Paw Village Council  
Regular Meeting, March 11, 2024**

The Regular Village Council meeting of Monday, March 11, 2024, convened at 7:00p.m. at the Paw Paw District Library, Community Room. President Plaszcak presiding.

**Meeting Convened**

Present: President Plaszcak, Pro Tem Douglas Craddock, Trustees Steve Richardson, Nadine Jarvis, Nicolas Martinez, and Donne Rohr. Also present: Interim Village Manager Ed Hellwege, Department of Public Services Director Tim Brandys, and Chief of Police Eric Rottman.

**Members Present**

Motion by Jarvis with support from Martinez to approve the agenda as presented with the moving of Action Item #4 to #1. All members present voting yes, motion carried.

**Approval of Agenda**

Motion by Rohr with support from Jarvis to approve the regular meeting minutes of February 26, 2024. All members present voting yes, motion carried.

**Approval of Minutes**

Motion by Richardson with support from Rohr to approve claims for Monday, March 11, 2024, in the amount of \$523,657.83. All members voting yes, motion carried.

**Approval of Claims**

None.

**Audience  
Participation**

Trustee Martinez announced his family was in the process of purchasing a home on N Gremps St.

**Council Member  
Comments**

Mikayla Valentine of Bethany Christian Services, spoke regarding their Van Buren County recruitment campaign for temporary foster families for refugee children.

**Presentations:  
Mikayla Valentine**

Zack Lewis spoke to Council regarding his hope to revitalize the Channel 12 Access TV station.

**Zack Lewis**

Motion by Martinez with support from Craddock to accept the Planning Commission's recommendation to approve AutoZone's site plan with the stipulation they must adhere to Williams & Works conditions #1-4 and 6. All members voting yes, motion carried.

**Action Items:  
AutoZone Site Plan  
Approval**

Motion by Craddock with support from Rohr to accept Resolution 24-07 which withdrawals approval of Resolution 24-02 to accept land donation from Prospect Manor MHC, LLC. Roll call vote; Martinez, Jarvis, Plaszcak, Rohr, Craddock, Richardson voting yes, motion carried.

**Resolution 24-07  
Land Donation**

Motion by Craddock with support from Richardson to approve appoint David McQueen to the vacant Village Council seat. Roll call vote; Richardson, Rohr, Craddock, Plaszcak, Jarvis, Martinez voting yes, motion carried.

**Vacant Council Seat  
Appointment**

**Minutes, Paw Paw Village Council  
Regular Meeting, March 11, 2024**

Motion by Martinez with support from Rohr to appoint Emily Hickmott and Mike Pioch as Planning Commissioners for a 4-year term ending in 2028, Terrie Simpkins to the DDA Board for a 4-year term and Marcos Flores and Julie Pioch to the ZBA Board. All members voting yes, motion carried.

Motion by Jarvis with support from Richardson to approve CWSRF payment application number 12 in the amount of \$101,266.12. Roll call vote; Richardson, Rohr, Craddock, Plaszczak, Jarvis, Martinez voting yes, motion carried.

Interim Manager Hellwege gave a meeting summary in regards to environmental contamination remediation projects EGLE is undertaking in the Village.

Motion by Martinez with support from Jarvis to make an offer to Bryan Myrkle and begin the hiring process. All members voting yes, motion carried.

Interim Manager Hellwege presented a list of ideas regarding employee recognition programs.

It was the consensus of Council to submit a letter to Mr. Knotek to request more information before making a decision on the backdated invoice.

Discussion was held regarding security measures for the Maple Island bathrooms.

No Report.

An Economic and Residential Opportunity meeting will need to be scheduled once a new manager is hired.

No Report.

The Fire Department will be expanding coverage into a small portion of Gobles.

No Report.

No Report.

No Report.

The Planning Commission will be holding a Public Hearing to get public comment on short-term rentals and food trucks.

No Report.

Trustee Craddock will be providing a copy of the new fireworks contract for Council review.

**Appointments to  
Village Committees**

**CWSRF Payment  
Request #12**

**Non-Action Items:  
Village Manager  
Hire/ Recruiting**

**Village Manager  
Recruiting Update**

**Employee  
Recognition Plan  
Suggestions**

**Knotek Law Request  
for Payment**

**Committee Meetings  
Parks and Rec**

**DDA**

**Economic Develop**

**Farmers Market**

**Fire Board**

**Historical Committee**

**Housing Commission**

**Maple Lake  
Preservation**

**Planning Commission**

**Wellhead Protection**

**Wine & Harvest**

**Minutes, Paw Paw Village Council  
Regular Meeting, March 11, 2024**

President Plaszczak commended staff for doing an excellent job and believes an employee recognition program would be a good idea.	<b>Council Member Comments: Plaszczak</b>
Trustee Jarvis notes residents are pleased that Village Hall has resumed Friday office hours.	<b>Jarvis</b>
Trustee Craddock commended Interim Manager Hellwege and staff for their hard work. Craddock recently had a discussion with Chief Rottman regarding a possible social district.	<b>Craddock</b>
Interim Manager Hellwege has been holding weekly meetings with the department heads. He is in the process of conducting performance reviews for Village Hall staff. Hellwege reports Community Development Coordinator Leonard Lux has been beneficial to AutoZone site plan process.	<b>Manager Comments</b>
Director Brandys will not be at the 3/25 meeting. DPS crews are in the process of replacing non-working water meters. Utility shut-offs will now be done the last Tuesday of the month. Director Brandys would like to have a discussion about possibly ending DPS contract to maintain the Township sewers.	<b>Brandys</b>
It was the consensus of Council to let the Township Supervisor know that the Village is reviewing the sewer maintenance contract and may be possibly terminating or making changes.	
Chief Rottman reported there is currently an officer out on workers comp for a hand injury and another may be leaving for another position. Chief Rottman has safety concerns regarding Warner Vineyards' proposed expansion. The new part-time PD admin is great and catching on quickly.	<b>Rottman</b>
Motion by Craddock with support by Jarvis to adjourn the meeting. All members present voting yes, motion carried. Meeting adjourned at 9:41p.m.	<b>Adjournment</b>

Respectfully submitted:

---

Karla Tacy  
Village Clerk

---

Roman Plaszczak  
Village President