

Grand Ridge Village Board
Minutes of the April 15, 2025, Regular Meeting of the Village Board

The meeting was called to order at 7:00 p.m. by Mayor Kay Hines at the Grand Ridge Hall. The Pledge of Allegiance was recited by those in attendance. Trustees present: Jim Stricklin, Anne Hinterlong, Kim Olney, Cindi Koetz and John Hettel. Trustee Rockey was absent. Also present: Village Attorney Sheryl Churney, Village Clerk Christy McGuire, Police Chief Josh Jabczynski, Mike Harden, Martha Harden, Pete Sutton, David Marvin, Amanda Jaegle, Jared Simons, Steven Fulkerson and Holly Koster.

Minutes. Trustee Hettel made a motion to approve the minutes of the April 15, 2025 Village Board Meeting and the March 4, 2025 Historical Committee Meeting, second by Trustee Hinterlong. Ayes: Stricklin, Hinterlong, Olney, Koetz and Hettel. Nays: None. Motion carried.

Treasurer's Report. Trustee Hinterlong made a motion to approve the Treasurer's Report as presented; second by Trustee Koetz. Ayes: Stricklin, Hinterlong, Olney, Koetz and Hettel. Nays: None. Motion carried.

Payment of Bills. Trustee Hettel made a motion to approve payment of the monthly bills; second by Trustee Koetz. Ayes: Stricklin, Hinterlong, Olney, Koetz and Hettel. Nays: None. Motion carried.

Public Comment. Holly Koster addressed the board to announce that an EQIP grant has been awarded for the property at 190 W. Main Street. She noted ongoing discussions regarding zoning variances- specifically the commercial lot designations and the required setbacks for the side and rear lots. Ms. Koster submitted a request for a variance along with 12 copies to the clerk. The request is intended to clarify the setbacks to facilitate the installation of a high tunnel, a structure with no heating or electricity. Ms. Koster also provided an update on the property at 160 W. Main Street, stating that a closing plan is in place and finalization is expected within the next few months.

Steven Fulkerson commented that he would like to extend an apology to the Mayor for the tone he used during a previous board meeting when discussing Waste Management. He also expressed sincere thanks to Mayor Hines and acknowledged the positive legacy she leaves behind.

Pete Sutton commented that he and David Marvin brought a cake to honor the mayor for her service to the community for anyone who wished to stay after the meeting.

Travel Request(s). None.

Old Business.

A. Action on Garbage Service Opt-Out Requests. None

B. Roof Repairs to Village Office 130 W. Main Street. Mayor Hines noted that she has spoken to Trustee Rockey who has stated that the roof on the Village Office at 130 W. Main Street, is a spray on foam roof and not a tarred roof. He initially received a quote for \$9,000 which would be for repair of

the entire roof. Trustee Rockey is still looking into further information and will provide an update at the next Village Board Meeting.

New Business.

- A. **Village Clean-up Day.** Mayor Hines discussed a change to Village Clean-up Day. As part of the Villages contract with Waste Management a dumpster would be placed in a centralized area for residents to take their items to dispose of them rather than having a berm pick-up as in the past. Trustee Rockey will coordinate with Waste Management and provide further details at the May Village Board Meeting.
- B. **Ottawa Recreation Summer Program.** Trustee Hinterlong made a motion to participate in the 2025 Ottawa Summer Recreation Program at an approximate cost of \$1,500; second by Trustee Olney. Ayes: Stricklin, Hinterlong, Olney, Koetz and Hettel. Nays: None. Motion carried.
- C. **Review of Tentative Appropriation Ordinance.** The Trustees reviewed the tentative 2025-2026 appropriation ordinance. Final action will be taken at the May board meeting.
- D. **Schedule Special Board meeting to swear in new officers.** It was the consensus of the board to schedule a Special Meeting on Tuesday, May 6, 2025 to swear in newly elected officers.

Engineers Report. None.

Committee Reports.

Finance. Trustee Olney reported that work took place last week on the tentative 2025-2026 Appropriation Ordinance.

Insurance. None

Streets and Alleys. Trustee Hettel noted that there was a water main break on Clover Court.

A concern was raised about the condition of the surrounding blacktop, which is deteriorating and may require patching to prevent full street replacement. Trustee Rockey inspected the area and will provide an update at the next board meeting. Mayor Hines reported that the Village has received the County Street contract which the Village Clerk will be forwarding to Ruiz Construction and IMEG.

Building Permits. Trustee Hettel reported that he received a permit request for installation of a pool and a backyard fence from a resident on Poundstone Ave. He noted that the homeowners plan to dig a pool 2 feet into the ground and install a full yard fence rather than just around the pool. Concerns were raised from the home owners regarding the location of the leach field; however, no confirmation could be given and the responsibility was deferred to the homeowners. Attorney Churney will clarify information in the Village Code in regards to the criteria for a pool permit and follow-up with Trustee Hettel. Trustee Hettel also suggested a public notice be put out to clarify what building permits are required and projects that

require approval. He would like the list to include common items such as fences, pools and sheds along with costs involved.

Water. Trustee Hettel noted that Grand Rapids will clean both sides of the pits at the water treatment plant and then special sand will be added. Pits should not need to be cleaned again for two years once this has been completed. The residue from this project will be hauled to Seneca, however the residue from the previous cleaning still needs to be removed first. The expected costs are unknown at this time, but will likely be less than the last cleaning due to improved conditions.

High iron content was reported in the water 3 weeks ago. Engineer Jack Kusek worked with a representative from TEST to resolve the issue temporarily.

Trustee Hettel also reported that a water main break occurred in Clover Court near a vacant lot with no known shutoff valve. Grand Rapids assisted with the repair. The suspected cause was that fiber optic installation nicked the water line, which worsened over time. The total repair cost was approximately \$2,800. The Village will attempt to hold the fiber optic company liable for damages.

Trustee Hettel also noted that a water main flush is scheduled for the beginning of May. Notification will be posted to inform residence in advance.

Police. Chief Jabczynski noted that Officer Risley recently returned to duty on April 9th after a break due to his hiring by the county and not working during his FTO period. He also reported that the K-9 vehicle will be brought back into town and will be swapped as needed to minimize wear and tear and reduce maintenance costs. If the vehicle is later deemed unusable, discussion will be held. It was also noted that all K-9 related expenses were removed from the 2025-2026 appropriations, as they are no longer applicable.

Health/Storm Drains. Trustee Koetz noted that storm drain clean-out is typically scheduled for May. She will coordinate with Mike Harden to align the clean-out with the mosquito abatement application, which usually occurs later in May. It was also noted that two residents reported drainage concerns near their home and suggested that their storm drain lines may need to be jetted. The board agreed that while a full town-wide jetting is not necessary, these two locations should be prioritized due to ongoing issues and potential tree root obstruction. The houses are located within two blocks of each other, near Burlington Avenue. A call will be made to Grand Rapids to arrange jetting service for these specific areas.

Park. Trustee Koetz noted that park maintenance will begin on March 1st and keys will be needed to access park bathrooms and the shed.

History. Trustee Hettel discussed several upcoming fundraising events that included the following:

May 3 – Rummage Sale at the Township Building. Community members are encouraged to donate items; all proceeds will go directly to the Historical Committee.

June 13 – Participation in the 61325 celebration. The committee plans to coordinate with the Community Fest Committee who are also planning activities for that day. The Historical Committee will host a fundraiser as part of the event.

June 19 – Participation in a quarter auction in Streator. Residents are invited to attend and support the event.

It was noted that additional fundraisers are in the works and will be discussed at a later time.

Long-Range Planning Committee. No Report.

Attorney's Report. No report.

Mayor's Report. Mayor Hines reflected on her four-year term as Mayor, describing it as both challenging and rewarding. She acknowledged that while not all goals were achieved, significant progress was made in improving the village.

She expressed gratitude to the Village Clerk and Village Treasurer for their dedication and contributions in establishing efficient administrative processes and financial management.

She thanked Village Board members for their collaborative efforts in advancing the village's interests.

The implementation of the AIM Program (Asset Infrastructure Management) led by Nick Harsted was noted as a significant achievement, aiding in the documentation and management of village assets.

Acknowledgement was given to Attorney Churney and Jack Kusek for their invaluable support and expertise.

The Mayor commended Chief Jabczynski for his efforts in strengthening the police department, including grants and personnel.

Recognition was given to the Water Clerk for her dedication and contributions.

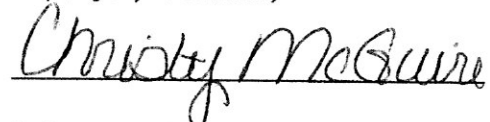
She thanked Mike Harden for his willingness to take on the villages locating services as well as numerous additional responsibilities.

In conclusion the Mayor expressed heartfelt thanks to all who have contributed to the villages progress as she announced her decision to step down, marking the end of her term.

Correspondence. Mayor Hines noted that she received a letter from the Grand Ridge United Methodist Church requesting a contribution to assist with repairs to their fellowship hall. While acknowledging the churches significance to the community, the Mayor emphasized the importance of maintaining a clear separation between church and state. It was noted that providing a municipal donation to a religious institution could be construed as an inappropriate use of public funds. The board concurred with this perspective, agreeing that such a donation would not be permissible. The request for a contribution was acknowledged, but no further action will be taken.

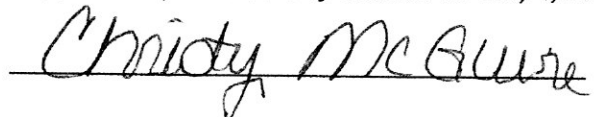
Adjournment. Trustee Koetz made a motion to adjourn; second by Trustee Olney. The motion carried on a voice vote and the meeting adjourned at 8:09 p.m.

Respectfully submitted,



Christy McGuire, Village Clerk

Approved by the Board of Trustees on May 6, 2025



Christy McGuire, Village Clerk