

# Village of Vandalia Meeting Minutes

**Date:** January 6, 2025

**Time:** 6:00 PM

## **Meeting Called to Order:**

Village President Evan Hickman called the meeting to order at 6:00 PM.

## **Attendance:**

- **Trustees Present:** Myrick, John Bennett, Cassandra Bennett, Karen Young
- **Officials Present:** Clerk Ashley Wences, Treasurer Ashli Hickman, Office Assistant Erika Willis

## **Pledge of Allegiance:**

The Pledge of Allegiance was recited.

## **Approval of Minutes**

- **Motion:** Trustee Myrick made a motion to approve the minutes from the December 9, 2024, meeting.
  - **Seconded by:** Trustee John Bennett
  - **Vote:** All in favor. Motion carried.

## **Resident Concerns**

President Hickman reported:

- Concerns from residents about blight issues on Bogue Street, particularly related to house remodeling and individuals residing in campers within the Village.

## **Appointments and Recommendations**

- **Code Enforcer:**
  - **Discussion:** President Hickman suggested appointing the current Building Inspector, Rich McGrew, as the Village's new Code Enforcer.
  - **Motion:** Trustee John Bennett made a motion to appoint Rich McGrew as the Village Code Enforcer.
    - **Seconded by:** Trustee Cassandra Bennett
    - **Vote:** All in favor. Motion carried.
- **Zoning Administrator:**
  - **Discussion:** President Hickman recommended Roger Leach, an experienced Zoning Administrator, to fill the vacant Zoning Administrator position.

- **Action:** The Council requested an interview with Mr. Leach and agreed to table the decision until a future meeting.

## New Business

- Clerk Ashley Wences attended a Zoom meeting with the Michigan State Housing Development Authority (MSHDA) to discuss new grant opportunities.
- Trustee Myrick and Treasurer Ashli Hickman attended the Cass County Master Plan meeting.

## Old Business

- President Hickman clarified that the November 11, 2024, meeting minutes were prepared by the previous administration and approved by the current administration to ensure continuity of Village business.

## Committee Reports

### Recreational Committee:

- The Vandalia Village Coat Drive, held on December 22, 2024, was a success, with over 100 attendees receiving coats, hats, boots, and clothes.
- Special thanks were given to Trustee Myrick and Trustee John Bennett for their dedication to the event.

## Approval of Bills

- **Motion:** Trustee John Bennett made a motion to pay the bills for January 2025.
  - **Seconded by:** Trustee Myrick
  - **Vote:** All in favor. Motion carried.

## Public Comments

- **Beverley Young:** Expressed concerns about tax money paid to Penn Township and its legal expenses.
  - **Response:** President Hickman advised her to address these concerns directly with Penn Township, as they do not involve the Village of Vandalia.
- **Amber Bishop:** Complimented the board on their excellent work.

### **Adjournment**

- **Motion:** Trustee John Bennett made a motion to adjourn the meeting.
  - **Seconded by:** Trustee Myrick
  - **Vote:** All in favor. Motion carried.  
**Meeting adjourned at 6:27 PM.**

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**Prepared by:** Clerk Ashley Wences-Young

**Approved by:** Village President Evan Hickman

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## **Village of Vandalia Special Meeting Minutes**

**Date: January 10, 2025 | Time: 9:00 AM**

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#### **Call to Order:**

The meeting was called to order by **President Evan Hickman** at 9:00 AM.

#### **Pledge of Allegiance:**

The Pledge of Allegiance was recited.

#### **Roll Call:**

#### **Present:**

- Trustee John Bennett
- Trustee Myrick
- Trustee Cassandra Bennett
- Treasurer Ashli Hickman
- Office Assistant Erika Willis

#### **Absent:**

- Trustee Karen Young
- Clerk Ashley Wences-Young

#### **Special Guests:**

- Sarah Senica, Village Attorney

#### **Guests:**

- Beverley Young
- Kim James

- Jerome Wares
- Mrs. Wares
- Gregory Hagerman
- Brenda Hawkins

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**Closed Session:**

A motion was made by **Trustee Myrick** to enter closed session to discuss potential audit matters with the Village Attorney. The motion was seconded by **Trustee John Bennett**. **Motion carried.**

**Return to Open Session:**

A motion was made by **Trustee Cassandra Bennett** to return to open session. The motion was seconded by **Trustee Myrick**. **Motion carried.**

**Discussion:**

**Attorney Sarah Senica** provided a briefing to the public regarding the need for a forensic audit of the Village's financial records.

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**Motions and Actions:**

• **Forensic Audit Approval:**

A motion was made by **Trustee Cassandra Bennett** to approve the forensic audit with **Plante Moran** at a cost of **\$10,000**. The motion was seconded by **Trustee John Bennett**.

**Roll Call Vote:**

- **Trustee John Bennett:** Aye

- **Trustee Myrick:** Aye

- **Trustee Cassandra Bennett:** Aye

**Motion carried.**

• **Zoning Administrator Appointment:**

A motion was made by **Trustee John Bennett** to appoint **Roger Leach** as the Village Zoning Administrator. The motion was seconded by **Trustee Myrick**.

**Motion carried.**

• **Committee Head Appointments:**

- **Recreation Committee:** A motion was made by **Trustee John Bennett** to appoint **Trustee Cassandra Bennett** as the head of the Recreation Committee. The motion was seconded by **Trustee Myrick**. **Motion carried.**

- **Planning Commission:** A motion was made by **Trustee John Bennett** to appoint **Trustee Myrick** as the head of the Planning Commission. The motion was seconded by **Trustee Cassandra Bennett**. **Motion carried.**

- **Cemetery Committee:** A motion was made by **Trustee Cassandra Bennett** to amend the agenda to include the appointment of a head for the Cemetery Committee. **Trustee John Bennett** was proposed to head the committee. The motion was seconded by **Trustee Myrick. Motion carried.**
- **Street Administrator Appointment:**  
A motion was made by **Trustee Myrick** to appoint **President Evan Hickman** as the Village Street Administrator. The motion was seconded by **Trustee Cassandra Bennett. Motion carried.**
- **Transfer of Funds:**
  - A motion was made by **President Hickman** to transfer **25% of the LSF & MSF funds** for **December 2024** in the amount of **\$1,459.79**. The motion was seconded by **Trustee Cassandra Bennett.**  
**Roll Call Vote:**
    - **Trustee John Bennett:** Aye
    - **Trustee Myrick:** Aye
    - **Trustee Cassandra Bennett:** Aye  
**Motion carried.**
  - A motion was made by **President Hickman** to transfer **25% of the LSF & MSF funds** for **January 2025** in the amount of **\$1,462.99**. The motion was seconded by **Trustee Cassandra Bennett.**  
**Roll Call Vote:**
    - **Trustee John Bennett:** Aye
    - **Trustee Myrick:** Aye
    - **Trustee Cassandra Bennett:** Aye  
**Motion carried.**

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#### Public Comment:

- **Beverley Young** asked about the status of the Planning Commission and its chairmanship. **Trustee Myrick** clarified that **Joseph Hawkins'** term ended on **January 1, 2025**.
- **Beverley Young** also inquired about her **FOIA request**, and **Treasurer Ashli Hickman** assured her that the request would be processed in accordance with the law.
- **Jerome Wares** asked about the timing of the meeting. **President Hickman** explained that the meeting was convened to address urgent financial matters.

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**Adjournment:**

A motion was made by **Trustee John Bennett** to adjourn the meeting. The motion was seconded by **Trustee Cassandra Bennett. Motion carried.**

The meeting was adjourned at **9:54 AM.**

**Prepared by:**

Ashley Wences-Young

Vandalia Village Clerk

**Approved by:**

Evan Hickman

Vandalia Village President

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# Village of Vandalia

## Regular Meeting Minutes

### February 3, 2025

#### **Meeting Call to Order:**

The regular meeting of the Village of Vandalia Board was called to order at 6:00 PM.

#### **Pledge of Allegiance:**

The Pledge of Allegiance was recited by all in attendance.

#### **Roll Call:**

- Trustee John Bennett – Present
- Trustee Karen Young – Present
- Trustee Cassandra Bennett – Present
- Trustee Myrick – Present

#### **Approval of Minutes:**

- *January 6, 2025, Meeting Minutes:*

A motion to approve the minutes of the January 6, 2025, meeting was made by Trustee Myrick, seconded by Trustee John Bennett. The motion carried unanimously.

- *January 10, 2025, Meeting Minutes:*

The minutes from the January 10, 2025, meeting were tabled pending amendments.

#### **President's Report:**

- President Hickman reported that he has joined the Michigan Association of Mayors.
- It was noted that pipes in the conference room burst, causing flooding in both the conference room and office areas. Insurance has been contacted, and repairs are being addressed.
- The Board discussed cemetery plots that were previously gifted to members of the prior administration. This discussion was tabled until the March 2025 meeting.

#### **New Business:**

- *Cass County Mitigation Plan (FEMA):*

A motion was made by Trustee John Bennett to approve the Cass County Mitigation Plan for 2025. Trustee Myrick seconded the motion. The motion carried unanimously.

#### **Clerk's Report:**

- Clerk Ashley Wences reported a FOIA request from resident Beverlye Young, who requested a financial report. The Board decided that Plant Moran would prepare the requested financial report at no cost to the resident.
- A motion to approve payment of the bills was made by Trustee Cassandra Bennett and seconded by Trustee Myrick. A roll call vote was conducted:
  - Trustee Myrick – Aye
  - Trustee John Bennett – Aye
  - Trustee Karen Young – Aye
  - Trustee Cassandra Bennett – AyeThe motion carried unanimously.

#### **Committee Reports:**

- *Road Committee:*  
The Department of Public Works (DPW) is compiling a list of all Village signs that need replacement.
- *Cemetery Committee:*  
It was noted that Stella Peterson was laid to rest at the Bogue Street Cemetery on Saturday, January 25, 2025.
- *Recreation Committee:*  
A memorial dinner was held in honor of Isom Stanford on January 26, 2025.  
It was also mentioned that Narcotics Anonymous (NA) meetings are being held weekly at the Village Hall.  
The *Vandalia Village Voice* (monthly newsletter) continues to be distributed to residents.

#### **Public Comment:**

- Mr. Buck stated that he is not yet ready to release his plan for the land bank property to the Village Board.
- Mr. Hawthorne expressed his desire for the Village to consider mandating trash service for all residents.
- Ms. Kim James brought up concerns regarding frequent burning by residents on her street and requested that the issue be addressed.

#### **Adjournment:**

There being no further business, the meeting was adjourned at 7:15 PM.

#### **Prepared by:**

Village Clerk, Ashley Wences-Young

#### **Approved by:**

Village President, Evan Hickman

# Village of Vandalia

## Regular Meeting Minutes

### March 3, 2025

#### Meeting Call to Order

The **regular meeting** of the Village of Vandalia Board was called to order at **6:00 PM** by Village President **Evan Hickman**.

#### Pledge of Allegiance

The Pledge of Allegiance was recited by all in attendance.

#### Roll Call

The following members were present:

- **Trustee John Bennett** – Present
- **Trustee Cassandra Bennett** – Present
- **Trustee Myrick** – Present
- **Trustee Karen Young** – Absent

#### Approval of Minutes

- **Motion:** Trustee **John Bennett** moved to approve the minutes from the **February 2025** regular meeting.
- **Second:** Trustee **Cassandra Bennett** seconded the motion.
- **Vote:** All in favor, motion carried.
- **Motion:** Trustee **John Bennett** moved to approve the minutes from the **January 10, 2025**, special meeting.
- **Second:** Trustee **Cassandra Bennett** seconded the motion.
- **Vote:** All in favor, motion carried.

#### President's Report

- President **Hickman** attended the **Newly Elected Officials Training** hosted by the **Michigan Municipal League (MML)**.
- Trustees **Cassandra Bennett**, **Myrick**, and **John Bennett** also attended MML training.

## New Business

### 1. Resolution 2025-1: Chairperson of the Planning Committee

- **Motion:** Trustee **Cassandra Bennett** moved to approve the resolution.
- **Second:** Trustee **John Bennett** seconded the motion.
- **Vote:** All in favor, motion carried.

### 2. Zoning Variance Request – 17921 Bogue St., Vandalia, MI 49095

- Request submitted by **William Hawthorne**.
- **Motion:** Trustee **Cassandra Bennett** moved to approve the zoning variance request.
- **Second:** Trustee **Myrick** seconded the motion.
- **Vote:** All in favor, motion carried.

## Old Business

### • Cemetery Plot Public Discussion:

- **Mrs. May** inquired about the annual maintenance costs for the village cemeteries.
- **Mrs. Lawson** suggested allocating one cemetery plot per council member.
- **Mr. Buck** proposed that council members receive free cemetery plots after serving a designated period.

## Clerk's Report: February 2025 Bills

- **Motion:** Trustee **Cassandra Bennett** moved to approve the payment of village bills.
- **Second:** Trustee **Myrick** seconded the motion.
- **Roll Call Vote:**
  - Trustee **Myrick** – Aye
  - Trustee **John Bennett** – Aye
  - Trustee **Cassandra Bennett** – Aye
- **Vote Outcome:** Motion carried unanimously.

## Committee Reports

### Road Committee:

#### 1. Fund Transfer - \$2,049.25 from MSF & LSF to General Fund

- **Motion:** President **Hickman** moved to approve the transfer.

- **Second:** Trustee **Cassandra Bennett** seconded the motion.
- **Roll Call Vote:**
  - Trustee **Myrick** – Aye
  - Trustee **John Bennett** – Aye
  - Trustee **Cassandra Bennett** – Aye
- **Vote Outcome:** Motion carried unanimously.

## 2. Fund Transfer - \$10,091.74 from MSF & LSF to General Fund

- **Motion:** President **Hickman** moved to approve the transfer.
- **Second:** Trustee **Myrick** seconded the motion.
- **Roll Call Vote:**
  - Trustee **Myrick** – Aye
  - Trustee **John Bennett** – Aye
  - Trustee **Cassandra Bennett** – Aye
- **Vote Outcome:** Motion carried unanimously.

### Cemetery Committee:

- No updates.

### Recreation Committee:

- The **Vandalia Village Voice** (monthly newsletter) continues to be distributed to residents.

### Public Comment

1. **Jerome Wares** expressed concerns regarding the **Village Blessing Box** and questioned whether he needed to submit an employment application for village-related duties.
2. **Kiante Buck** stated that he did not trust the **Village Council** and requested that the council provide reasons to earn public trust. He also noted that he had not been able to present a formal plan for a **Land Bank property** he acquired within the Village of Vandalia.

### Adjournment

There being no further business, **President Hickman** adjourned the meeting at **6:55 PM**.

Prepared by:

**Village Clerk, Ashley Wences-Young**

**Approved by:**

**Village President, Evan Hickman**



## **Village of Vandalia**

18035 State Street Vandalia, MI 49095

### **Meeting Minutes**

**Date:** May 12, 2025

#### **1. Call to Order**

The meeting was called to order by President Evan Hickman at 6:00 PM.

#### **2. Pledge of Allegiance**

The Pledge of Allegiance was recited.

#### **3. Roll Call**

- President Evan Hickman – Present
- Trustee Sharon Myrick – Present
- Trustee John Bennett – Present
- Trustee Cassandra Bennett – Present
- Trustee Karen Young – Absent

#### **4. Approval of the Proposed 2025 Budget**

Trustee John Bennett made a motion to approve the 2025 budget.

Motion seconded by Trustee Sharon Myrick.

#### **Roll Call Vote:**

- Trustee Myrick – Aye
- Trustee Cassandra Bennett – Aye
- Trustee John Bennett – Aye

**Motion Passed.**

#### **5. Approval of April 2025 Meeting Minutes**

Motion made by Trustee John Bennett to approve the April 2025 meeting minutes.

Motion seconded by Trustee Cassandra Bennett.

**All in favor. Minutes approved.**

## **6. President's Report**

- The Village Hall Open House will be held on **May 31, 2025**, from **10:00 AM to 12:00 PM**.
- FOIA request forms are now available at [www.villageofvandaliami.com](http://www.villageofvandaliami.com).

## **7. New Business**

- The **Village of Vandalia Council** approved the **Village Fowl Ordinance**, which will be forwarded to the Planning Commission in July.
- Trustee Cassandra Bennett made a motion to **hire Zoning Solutions** as the code enforcement agency for the Village of Vandalia.  
Motion seconded by Trustee John Bennett.

### **Roll Call Vote:**

- Trustee Myrick – Aye
- Trustee John Bennett – No
- Trustee Cassandra Bennett – Aye
- President Hickman – Aye

**Motion Passed.**

## **8. Clerk's Report**

### **Motion to pay May bills:**

Motion made by Trustee John Bennett, seconded by Trustee Cassandra Bennett.

### **Roll Call Vote:**

- Trustee Myrick – Aye
- Trustee Cassandra Bennett – Aye
- Trustee John Bennett – Aye

**Motion Approved.**

## **9. Committee Reports**

**Road Committee:**

A transfer of **\$3,353.92** dated March 2020 was reviewed.

Motion made by President Hickman, seconded by Trustee Myrick.

**Roll Call Vote:**

- Trustee Myrick – Aye
- Trustee John Bennett – Aye
- Trustee Cassandra Bennett – Aye

**Motion Passed.**

**Cemetery Committee:**

No report.

**Recreation Committee:**

- NA meetings are held on **Thursdays at 7:00 PM** in the **Village Youth Center**.

**Public Comment:**

- Tina Lawson raised concerns about the licensing for Born Again Designs.

**10. Adjournment**

Motion to adjourn the meeting made by Trustee John Bennett.

Motion seconded by Trustee Sharon Myrick.

Meeting adjourned at **6:38 PM**.

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**Minutes prepared by:**

Ashley Young, Village Clerk

**Minutes approved by:**

Evan Hickman, Village President



**Village of Vandalia**  
**Regular Council Meeting Minutes**  
**Date:** June 2nd 2025  
**Location:** Vandalia Village Hall  
**Meeting Called to Order:** 6:00 PM

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**1. Call to Order**

- The meeting was called to order at 6:00 PM by President Evan Hickman.

**2. Roll Call**

**Present:**

- President Evan Hickman
- Trustee Karen Young
- Trustee Cassandra Bennett

**Absent:**

- Trustee Sharon Myrick
- Trustee John Bennett

**Guest:**

- Kenny Valentino

**3. Pledge of Allegiance**

- The Pledge of Allegiance was recited.

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**4. Approval of Previous Meeting Minutes**

- Motion by President Hickman to approve the May 2025 meeting minutes.
- All in favor. Motion carried.

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## 5. New Business

### A. Sunfire Farms Marijuana Grow Renewal

- The board reviewed the marijuana grow contract.
- Motion by Trustee Young to approve the renewal of the Sunfire Farms Marijuana Grow License.
- Seconded by President Hickman.
- Trustee Bennett voted no.
- Roll call Vote – Trustee Young Yes, Trustee Bennett no, President Hickman Yes
- Motion approved.

### B. Approval of June 2025 Bills

- Motion by Trustee Bennett to approve the bills for the month of June.
- Seconded by Trustee Young.
- **Roll Call Vote:**
  - Trustee Bennett – Yes
  - Trustee Young – Yes
- Motion passed.

### C. MSF Fund Transfer to General Fund

- Motion by President Hickman to transfer 50% of the monthly MSF funds to the General Fund in the amount of **\$3,987.41**.
- Seconded by Trustee Bennett.
- **Roll Call Vote:**
  - Trustee Bennett – Yes
  - Trustee Young – Yes
- Motion passed.

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## 6. Committee Reports

### **Recreation Committee**

- Trustee Bennett reported that 4-H will take a break and will not meet during July.

### **Cemetery Committee**

- No updates.

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### **7. Public Comment**

- **Resident Beverly Young** expressed concern about not receiving responses to her questions. She also inquired about the 2025 budget and stated that she did not understand the changes.
  - President Hickman explained that the **Michigan Department of Treasury** assisted in preparing the 2025 budget to ensure compliance with state requirements. The new format differs from the previous versions.
- **Resident Kim Young** asked about hall rental fees for residents versus non-residents and raised concerns about staff receiving free hall rentals.
- **Guest Kenny Valentino** expressed enthusiasm for working with the Village and congratulated both new and returning council members.

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### **8. Adjournment**

- Motion made to adjourn the meeting at **6:43 PM**.
- All in favor. Motion carried. Meeting adjourned.

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#### **Minutes Prepared By:**

Ashley Wences-Young, Village Clerk

#### **Minutes Approved By:**

Evan Hickman, Village President



## **Village of Vandalia**

18035 State Street, Vandalia, MI 49095

### **Regular Council Meeting Minutes**

**Date:** July 7, 2025

**Time:** 6:00 PM

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#### **1. Call to Order**

The meeting was called to order by Village President Evan Hickman at 6:00 PM.

#### **2. Pledge of Allegiance**

The Pledge of Allegiance was recited.

#### **3. Roll Call**

Roll call was taken. The following members were present:

- President Evan Hickman – Present
- Trustee Sharon Myrick – Present
- Trustee John Bennett – Present
- Trustee Cassandra Bennett – Present
- Trustee Karen Young – Present

A quorum was established.

#### **4. Approval of Minutes**

The Council reviewed the minutes from the June 2025 regular meeting. Corrections were noted, and approval was tabled until the August 2025 meeting.

#### **5. President's Report**

President Hickman provided a recap of the Village's Fourth of July activities.

#### **6. Old Business**

##### **Code Enforcement Update**

An update was given on ongoing code enforcement matters.

## **7. New Business**

- **Clerk Assistant Position**

President Hickman announced that Holly Hostetler has been hired as a part-time Clerk Assistant. The Village now employs two part-time Clerk Assistants, each working 10 hours per week.

- **Youth Hall AC Repair**

Bender Electric repaired the breaker serving the air conditioning unit at the Youth Hall.

- **Youth Work Program Acknowledgment**

President Hickman thanked Trustee Karen Young for her assistance with the Village's youth work program.

## **8. Financial Motions**

### **Payment of Bills**

Trustee Cassandra Bennett made a motion to approve payment of the July 2025 bills. The motion was seconded by Trustee John Bennett.

#### **Roll Call Vote:**

- Trustee Myrick – Aye
- Trustee Cassandra Bennett – Aye
- Trustee John Bennett – Aye
- Trustee Karen Young – Aye

**Motion Passed.**

### **Transfer of Funds**

President Hickman made a motion to transfer 50% of the June MSF funds to the General Fund, totaling \$3,041.36. The motion was seconded by Trustee John Bennett.

#### **Roll Call Vote:**

- Trustee Myrick – Aye
- Trustee Cassandra Bennett – Aye
- Trustee John Bennett – Aye
- Trustee Karen Young – Aye

**Motion Passed.**

## **9. Committee Reports**

### **Cemetery Committee**

A water hose has been made available at the Bogue Street Cemetery to support the community garden.

## **10. Public Comment**

- A resident from the Mulberry Street and South Street area inquired about her property taxes.
- Trustee Myrick encouraged residents to participate in local government and consider joining the Village of Vandalia Planning Commission.
- Beverly Young recommended that Council members contact the Michigan Municipal League (MML) with any procedural or governance questions.

## **11. Adjournment**

The meeting was adjourned at 6:25 PM.

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**Minutes Prepared by:**

Ashley Young, Village Clerk

**Minutes Approved by:**

President Evan Hickman

**Village of Vandalia**

**Regular Meeting Minutes**

**Date:** August 2, 2025

**Time:** 6:00 PM

**Location:** Vandalia Village Hall

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**1. Call to Order**

The regular meeting of the Village of Vandalia was called to order at 6:00 PM by Village President Evan Hickman.

**2. Pledge of Allegiance**

The Pledge of Allegiance was recited.

**3. Roll Call**

All Village Council members were present.

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**4. Approval of Previous Meeting Minutes**

• **June 2025 Minutes:**

Motion by Karen Young to approve the June 2025 meeting minutes. Motion seconded by Cassandra Bennett.

Amendment noted by Cassandra Bennett to clarify that "Herself" and "Trustee John Bennett" be referred to by their first names to avoid confusion.

**Vote:** All ayes. **Motion carried.**

• **July 2025 Minutes:**

Motion by Cassandra Bennett to approve the July 2025 meeting minutes with an amendment stating that the name of the newly hired office secretary was not discussed at that meeting. Motion seconded by John Bennett.

**Vote:** Cassandra Bennett – Aye, John Bennett – Aye, Myrick – Aye, Karen Young – Nay.

**Motion passed.**

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**5. President's Report**

No report given.

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**6. New Business**

- Bender Electric repaired a breaker at the Youth Hall.
- The Village of Vandalia and Penn Township will host a community event on **August 23, 2025**.

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## 7. Clerk's Report

Motion by Cassandra Bennett to approve payment of bills. Motion seconded by John Bennett.

### Roll Call Vote:

- Cassandra Bennett – Aye
- Myrick – Aye
- Karen Young – Aye
- John Bennett – Aye

All ayes. Motion carried.

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## 8. Committee Reports

### a. Road Committee

- President Hickman made a motion to transfer 50% of MSF funds to the General Fund in the amount of \$ **\$3,041.36**

### b. Recreation Committee

- Paradise Lake Garage Sale Event was noted.
- Vandalia Community Day preparations are underway.
- Weekly NA meetings continue at the Youth Center.
- Cassandra Bennett noted that **4-H meetings** will resume soon.

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## 9. Public Comment

- **Gregory Hagerman** inquired whether Village employees must reside within the Village limits and asked if the **Community Garden** is open to all.
- **Heather (Hippie Hollows Farms)** commended the success of the Community Garden and thanked the teenage volunteers for their summer work.
- **Beverley Young** provided literature regarding tax information.
- A **candidate for State Representative** attended and shared his campaign goals and priorities if elected to serve Michigan.

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## 10. Adjournment

Meeting adjourned by President Evan Hickman at **6:36 PM**.

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**Minutes Prepared By:**

Ashley Young, Village Clerk

**Minutes Approved By:**

Evan Hickman, Village President

**VILLAGE OF VANDALIA**

**18035 State Street, Vandalia, MI 49095**

**Regular Village Council Meeting Agenda**

**Date: Monday, September 8, 2025**

**Time: 6:00 PM**

**Location: Vandalia Village Hall**

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**1. Call to Order**

- **Meeting called to order at 6:00 PM**

**2. Pledge of Allegiance**

**3. Roll Call**

- **Attendance of Village Council Members will be recorded**

**4. Approval of Previous Meeting Minutes**

**5. President's Report**

- **All unauthorized campers in town have been cited by zoning solutions.**
- **Thank you to Penn Township for hosting Vandalia Community Day**
- **Appreciation to Trustees Myrick and John Bennett for their volunteer support**
- **Many local children enjoyed learning pickleball and the new playground**
- **Plans to collaborate with Penn Township for future events**
- **Council is requested to review the Michigan Expanded Paid Sick Leave Benefit Report**

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**6. Old Business**

- **None**

**7. New Business**

- **Planning Commission Appointee Discussion**

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**8. Clerk's Report**

- **Review of bills**
  - **Including invoice from LRS for Spring Cleanup**

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## **9. Committee Reports**

### **a. Road Committee**

- **August 2025 MSF Transfer:**
  - Transfer 50% of \$6,299.94 (\$3,149.97) to General Fund for operational costs

### **b. Recreation Committee**

- **Vandalia Community Event Recap:**
  - Thank you to Penn Township and Trustees Myrick and John Bennett for volunteering
- **Upcoming Fall Event:**
  - Halloween Event on October 31st
  - Volunteers from council and community welcome—contact Village Office Assistants

### **c. Cemetery Committee**

- **No report**

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## **10. Public Comment**

- **Each speaker is allotted up to 3 minutes**
- **For additional concerns or questions, please contact:**  
Village Clerk  
Email: [villageofvandaliami@frontier.com](mailto:villageofvandaliami@frontier.com)  
Phone: (269) 476-2344

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**Prepared by:**

**Ashley Young, Village Clerk**

**Approved by:**

**Evan Hickman, Village President**

**Village of Vandalia**  
**Regular Council Meeting Minutes**  
**Date:** Monday, October 6, 2025  
**Time:** 6:01 PM  
**Location:** Village Hall, 18035 State Street, Vandalia, MI 49095

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**1. Call to Order**

The regular meeting of the Village of Vandalia Council was called to order by President **Evan Hickman** at **6:01 PM**.

**2. Pledge of Allegiance**

The Pledge of Allegiance was recited by all present.

**3. Roll Call**

Roll call was taken by Clerk **Ashley Hickman**.

**Members Present:**

- Trustee **Karen Young**
- Trustee **Sharon Myrick**
- Trustee **Cassandra Bennett**
- Trustee **John Bennett**
- President **Evan Hickman**

A quorum was present.

**4. Approval of Agenda**

Motion by Trustee **Myrick** to amend the agenda to correct “approval of September 6th meeting minutes” to “approval of September 8th, 2025 meeting minutes.”

Motion seconded by Trustee **John Bennett**.

**All in favor. Motion carried.**

**5. Approval of Previous Meeting Minutes**

Motion by Trustee **Cassandra Bennett** to approve the minutes of the **September 8, 2025** regular meeting as presented.

Motion seconded by Trustee **John Bennett**.

**All in favor. Motion carried.**

## **6. Old Business**

- **Audit:** The Plant Moran audit is awaiting final invoices from Diamond Handyman.
- **Code Enforcement:** The property located at Spruce Street and M-60 is under code enforcement review. A court order is being pursued for the removal of the structure.

## **7. New Business**

- The plumbing issue in the Youth Hall has been repaired.

## **8. Clerk's Report**

Motion by Trustee **Myrick** to approve the bills as presented.

Motion seconded by Trustee **Cassandra Bennett**.

### **Roll Call Vote:**

- Trustee Young – Yes
- Trustee John Bennett – Yes
- Trustee Myrick – Yes
- Trustee Cassandra Bennett – Yes

**All Yes. Motion carried.**

## **9. Committee Reports**

### **Road Committee:**

Motion by President **Hickman** to transfer **\$3,758.87** from the Major Street Fund (MSF) to the General Fund.

Motion seconded by Trustee **John Bennett**.

### **Roll Call Vote:**

- Trustee Young – Yes
- Trustee John Bennett – Yes
- Trustee Myrick – Yes
- Trustee Cassandra Bennett – Yes

**All Yes. Motion carried.**

### **Recreation Committee:**

- Narcotics Anonymous (NA) meetings are held every Tuesday in the Youth Center.

- The annual **Trunk-or-Treat** event will be held on **Friday, October 31, 2025, from 5:30–7:00 PM** at the Village of Vandalia.

**Cemetery Committee:**

- No report.

**10. Public Comment**

Public comment was opened and limited to **three minutes per person** in accordance with the Michigan Open Meetings Act.

(No comments recorded.)

**11. Adjournment**

Motion to adjourn made by President **Hickman**.

Meeting adjourned at **6:54 PM**.

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**Minutes prepared by:**

Ashley Hickman, Village Clerk

**Minutes approved by:**

Evan Hickman, Village President

# **Village of Vandalia**

## **Regular Council Meeting Minutes**

**Date:** November 3rd, 2025

**Time:** 6:00 PM

---

### **1. Call to Order**

The meeting was called to order by Village President Evan Hickman at **6:00 PM**.

### **2. Pledge of Allegiance**

The Pledge of Allegiance was recited.

### **3. Roll Call**

- Trustee Myrick – Present
- Trustee John Bennett – Present
- Trustee Cassandra Bennett – Present
- Trustee Karn Young – Present
- Village President Evan Hickman – Present

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### **4. Approval of Previous Meeting Minutes**

A motion was made by **Trustee Myrick** to approve the **October 2025 Regular Meeting Minutes**. Motion was seconded by **Trustee Cassandra Bennett**.

**All in favor – Motion carried.**

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### **5. President's Report**

President Hickman thanked all volunteers who helped with the Village **Trunk or Treat** event.

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### **6. Old Business**

- Plumbing issues in the Village Hall were repaired in **October 2025**.

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### **7. New Business**

### **Item 7A – Resolution to Dissolve the Planning Commission**

A motion was made by **Trustee Cassandra Bennett** to adopt **Resolution 7A**, dissolving the Village Planning Commission.

Motion seconded by **Trustee John Bennett**.

#### **Roll Call Vote:**

- Trustee Myrick – Aye
- Trustee John Bennett – Aye
- Trustee Cassandra Bennett – Aye
- Trustee Karn Young – Aye
- President Evan Hickman – Aye

**Motion passed.**

### **Council to Act as Planning Commission**

A motion was made by **Trustee Cassandra Bennett** for the **Village Council to act as the Planning Commission**, effective immediately.

Motion seconded by **Trustee John Bennett**.

#### **Roll Call Vote:**

- Trustee Myrick – Aye
- Trustee John Bennett – Aye
- Trustee Cassandra Bennett – Aye
- Trustee Karn Young – Aye
- President Evan Hickman – Aye

**Motion passed.**

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### **8. Presentation**

**Generations Forward** presented its housing development plan for the Village of Vandalia and thanked the Council for its support.

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### **9. Clerk's Report**

A motion was made by **Trustee Cassandra Bennett** to approve the **October 2025 bills**.  
Motion seconded by **Trustee Myrick**.

#### **Roll Call Vote:**

- Trustee Myrick – Aye
- Trustee John Bennett – Aye
- Trustee Cassandra Bennett – Aye
- Trustee Karn Young – Aye
- President Evan Hickman – Aye

**Motion passed.**

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## **10. Committee Reports**

### **Recreation Committee**

Trustee Cassandra Bennett suggested holding a **Village Holiday Party** and a **Holiday House Decorating Contest**.

A motion was made by **Trustee Cassandra Bennett** to allocate **\$1,000.00** for the Village Holiday Party and contest prizes, as follows:

- **\$100.00** – First Place
- **\$50.00** – Second Place
- **\$25.00** – Third Place
- **\$825.00** – Holiday event supplies and décor

Motion seconded by **Trustee John Bennett**.

**All in favor – Motion passed.**

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## **11. Public Comment**

Public comment was offered.

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## **12. Adjournment**

A motion to adjourn was made and approved.  
Meeting adjourned at **6:30 PM**.

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**Minutes Prepared By:**

Village Clerk Ashley Hickman

**Minutes Approved By:**

Village President Evan Hickman

Village of Vandalia  
Regular Village Council Meeting Minutes  
Date: December 2nd, 2025  
Time: 6:00 PM  
Location: Vandalia Village Hall  
18035 State Street, Vandalia, MI 49095

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**1. Call to Order**

The regular meeting of the Village Council of the Village of Vandalia was called to order at 6:00 PM by Village President Evan Hickman.

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**2. Pledge of Allegiance**

The Pledge of Allegiance was recited.

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**3. Roll Call**

Present:

- Trustee Karen Young
- Trustee Myrick
- Trustee Cassandra Bennett
- Trustee John Bennett

A quorum was present.

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**4. Approval of Previous Meeting Minutes**

Motion was made by Trustee Myrick to approve the November 2025 Regular Meeting Minutes, with a correction to the spelling of Trustee Karen Young's name.

Motion was seconded by Trustee Cassandra Bennett.

Roll Call Vote:

- Cassandra Bennett – Aye

- Myrick – Aye
- Karen Young – Nay
- John Bennett – Aye

Motion carried.

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## 5. New Business

Pure Sun Grown Farms, LLC – Grow Expansion / Ordinance Amendment

Council discussed a proposed amendment to the Village Grow Ordinance related to cannabis expansion. After discussion, Council agreed additional information was needed regarding ordinance changes and state cannabis regulations.

Action: Item was tabled to a later date for further review and education.

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## 6. Clerk's Report

Motion was made by Trustee Cassandra Bennett to approve payment of the bills.

Motion was seconded by Trustee John Bennett.

Roll Call Vote:

- Cassandra Bennett – Aye
- Myrick – Aye
- Karen Young – Aye
- John Bennett – Aye

All ayes. Motion carried.

---

## 7. Committee Reports

### a. Road Committee

Motion was made by President Evan Hickman to transfer 50% of the November 2025 Michigan Transportation Fund (MSF) funds in the amount of \$3,785.87.

Motion was seconded by Trustee John Bennett.

Roll Call Vote:

- Cassandra Bennett – Aye
- Myrick – Aye
- Karen Young – Aye
- John Bennett – Aye

All ayes. Motion carried.

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b. Recreation Committee

- Weekly Narcotics Anonymous (NA) meetings continue to be held at the Youth Center.
- Discussion was held regarding the Village of Vandalia Coat Drive and Holiday Party.

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8. Public Comment

Public comment was opened. Members of the public were allotted up to three (3) minutes each, in accordance with Village policy.

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9. Adjournment

The meeting was adjourned by Village President Evan Hickman at 6:36 PM.

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Respectfully Submitted,

Ashley Young  
Village Clerk

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Approved By:

Evan Hickman  
Village President

**Village of Vandalia  
Cass County, Michigan**

**Special Council Meeting Minutes**

**Date: Friday, December 5, 2025**

**Time: 5:00 PM**

**Location: Village Hall, 18035 State Street, Vandalia, MI 49095**

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**1. Call to Order**

**The Special Meeting of the Village of Vandalia Council was called to order by Village President Evan Hickman at 5:00 PM, in compliance with the Michigan Open Meetings Act (Public Act 267 of 1976).**

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**2. Roll Call**

**Roll call was taken by Village Clerk Ashley Hickman.**

**Members Present:**

- **Trustee Myrick**
- **Trustee Cassandra Bennett**
- **Trustee John Bennett**
- **President Evan Hickman**

**Members Absent:**

- **Trustee Karen Young**

**A quorum was declared present.**

---

**3. Agenda Adjustment**

**Motion was made by Trustee Cassandra Bennett to move Public Comment to the beginning of the meeting for this Special Meeting.**

**Seconded by Trustee Myrick.**

**Motion carried unanimously.**

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#### **4. Public Comment**

**Public comment was opened.**

**Each speaker was allowed three (3) minutes and comments were limited to agenda items only, in accordance with Village policy and the Michigan Open Meetings Act.**

**Public comment was then closed.**

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#### **5. Council Discussion**

**Council discussed agenda items.**

**President Hickman requested that Pure Sun Grown LLC add Parcel Numbers 14-101-120-007-00 and 14-101-120-002-00 to their contract with the Village to ensure that business operations are limited to those two parcels within the Village of Vandalia.**

**Trustee Cassandra Bennett requested that no drying of cannabis product occur on Village-owned property in order to reduce odor impacts.**

**Chad Biberstine, Owner of Pure Sun Grown Farms, agreed to both conditions. The contract will be updated accordingly prior to being signed by the Village President.**

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#### **6. Ordinance Amendment – Marijuana Grows**

**Motion was made by President Evan Hickman to amend the Village of Vandalia ordinance to allow two (2) marijuana grow operations within the Village.**

**Seconded by Trustee John Bennett.**

**Roll Call Vote:**

- **Trustee John Bennett — Aye**
- **Trustee Myrick — Aye**
- **Trustee Cassandra Bennett — Nay**
- **President Evan Hickman — Aye**

**Motion passed.**

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## **7. Approval of Contract – Pure Sun Grown LLC**

**Motion was made by President Evan Hickman to approve the contract with Pure Sun Grown LLC for a cannabis grow operation, contingent upon the agreed-upon revisions.**

**Seconded by Trustee John Bennett.**

**Roll Call Vote:**

- **Trustee John Bennett — Aye**
- **Trustee Myrick — Aye**
- **Trustee Cassandra Bennett — Aye**
- **President Evan Hickman — Aye**

**Motion carried unanimously.**

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## **8. Adjournment**

**Motion to adjourn was made, and the meeting was adjourned at 5:27 PM.**

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**Respectfully submitted,**

**Ashley Hickman**

**Village Clerk**

**Approved by:**

**Evan Hickman**

**Village President**