

**GRAND LEDGE CITY COUNCIL
310 GREENWOOD ST.
GRAND LEDGE MI 48837
(517) 627-2149**

**CITY COUNCIL MINUTES – REGULAR MEETING
MONDAY, 23 MARCH 2015
7:30 P.M.
COUNCIL CHAMBERS, CITY HALL
310 GREENWOOD ST.**

I. ROLL CALL OF COUNCIL – Mayor Kalmin Smith; Mayor Pro-Tem Keith Mulder; and Council members Christina Bartholomew, Rick Lantz, and Don Willems

– Council members Sue Roberts and Thom Sowle were absent

OTHERS PRESENT – Adam Smith, City Administrator; Gregory Newman, City Clerk; Larry LaHaie, Service Director; Ameer King, Assistant City Administrator;

II. PLEDGE OF ALLEGIANCE

Mayor Smith led those in attendance in the Pledge of Allegiance.

III. AUDIENCE PARTICIPATION

IV. APPROVAL OF CONSENT AGENDA

A. Motion (from staff) – To approve the Monday, 23 March 2015 City Council consent agenda, as follows:

- i. Financial transactions and bills.
- ii. Monday, 09 March 2015 regular City Council minutes.
- iii. Grand Ledge Lions Club 24 and 25 April 2015 White Cane Drive.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO APPROVE THE MONDAY, 23 MARCH 2015 CITY COUNCIL CONSENT AGENDA. MOTION CARRIED UNANIMOUSLY.

V. APPROVAL OF REGULAR AGENDA

A. Motion – To approve the Monday, 23 March 2015 regular City Council agenda.

COUNCIL MEMBER ROBERTS MOVED, COUNCIL MEMBER LANTZ SECONDED, TO APPROVE THE MONDAY, 23 MARCH 2015 REGULAR CITY COUNCIL AGENDA.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO AMEND THE MONDAY, 23 MARCH 2015 REGULAR CITY COUNCIL AGENDA, BY INSERTING AS ITEM IX. E., A MOTION TO SET A SPECIAL MEETING FOR 7:30 P.M., WEDNESDAY, 01 APRIL 2015, AND SET A PUBLIC HEARING FOR THE WEDNESDAY, 01 APRIL 2015, SPECIAL MEETING TO CONSIDER AND RECEIVE PUBLIC INPUT ON THE MICHIGAN NATURAL RESOURCES TRUST FUND (MNRTF) GRANT APPLICATION PROPOSAL FOR LAND ACQUISITION OF PARCEL #400-078-002-961-00, FOR APPROXIMATELY 3.41 ACRES OF PROPERTY LOCATED AT 605 W. FRONT ST., ADJACENT TO OAK PARK. MOTION CARRIED UNANIMOUSLY.

MOTION TO APPROVE THE MONDAY, 23 MARCH 2015 REGULAR CITY COUNCIL AGENDA, AS AMENDED BY INSERTING AS ITEM IX. E., A MOTION TO SET A SPECIAL MEETING FOR 7:30 P.M., WEDNESDAY, 01 APRIL 2015, AND SET A PUBLIC HEARING FOR THE WEDNESDAY, 01 APRIL 2015, SPECIAL MEETING TO CONSIDER AND RECEIVE PUBLIC INPUT ON THE MICHIGAN NATURAL RESOURCES TRUST FUND (MNRTF) GRANT APPLICATION PROPOSAL FOR LAND ACQUISITION OF PARCEL #400-078-002-961-00, FOR

APPROXIMATELY 3.41 ACRES OF PROPERTY LOCATED AT 605 W. FRONT ST., ADJACENT TO OAK PARK, CARRIED UNANIMOUSLY.

VI. COMMITTEE AND BOARD REPORTS

A. Grand Ledge Area Emergency Services Authority

Council member Willems reported on the Grand Ledge Area Emergency Services Authority strategic planning efforts.

VII. STAFF REPORTS

A. Adam Smith, City Administrator

Adam Smith, City Administrator, reported information about the Meadow Woods East Development and Special Land Use permit for 720 S. Clinton Street is posted in the main City Hall hallway and on the City's website.

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

A. Resolution (introduction) – To approve a Lease Agreement with the Over the Ledge Theatre Company, for the Ledges Playhouse.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER BARTHOLOMEW SECONDED, TO INTRODUCE A RESOLUTION TO APPROVE A LEASE AGREEMENT WITH THE OVER THE LEDGE THEATRE COMPANY, FOR THE LEDGES PLAYHOUSE.

Adam Smith, City Administrator, explained the lease now allows storage of equipment by the lessee.

MOTION TO INTRODUCE A RESOLUTION TO APPROVE A LEASE AGREEMENT WITH THE OVER THE LEDGE THEATRE COMPANY, FOR THE LEDGES PLAYHOUSE, CARRIED UNANIMOUSLY.

B. Resolution #08 of 2015 – To approve a service agreement with Hasselbring-Clark for a Canon imageRunner Advance C5250 for City Hall administration.

COUNCIL MEMBER LANTZ MOVED, COUNCIL MEMBER BARTHOLOMEW SECONDED, TO ADOPT RESOLUTION #08 OF 2015, TO APPROVE A SERVICE AGREEMENT WITH HASSELBRING-CLARK FOR A CANON IMAGERUNNER ADVANCE C5250 FOR CITY HALL ADMINISTRATION.

Adam Smith, City Administrator, explained the service agreement covers the new Canon imageRunner Advance C5250 copier.

MOTION TO ADOPT RESOLUTION #08 OF 2015, TO APPROVE A SERVICE AGREEMENT WITH HASSELBRING-CLARK FOR A CANON IMAGERUNNER ADVANCE C5250 FOR CITY HALL ADMINISTRATION, CARRIED UNANIMOUSLY.

C. Resolution #09 of 2015 – To approve a One-Year Extension of the City's General Insurance Policy with Michigan Municipal Risk Management Authority at a contribution rate of \$113,737.00.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER LANTZ SECONDED, TO APPROVE A ONE-YEAR EXTENSION OF THE CITY'S GENERAL INSURANCE POLICY WITH MICHIGAN MUNICIPAL RISK MANAGEMENT AUTHORITY AT A CONTRIBUTION RATE OF \$113,737.00.

Adam Smith, City Administrator, explained the Michigan Municipal Risk Management Authority revised the contribution rate to \$113,737.00, and mentioned the current appraisals for City buildings, the \$0.00 deductible, the sewer overflow coverage, and the City's net asset distribution results in a \$20,000.00 savings over last year's coverage.

MOTION TO APPROVE A ONE-YEAR EXTENSION OF THE CITY'S GENERAL INSURANCE POLICY WITH MICHIGAN MUNICIPAL RISK MANAGEMENT AUTHORITY AT A CONTRIBUTION RATE OF \$113,737.00, CARRIED UNANIMOUSLY.

- D. Motion** – To approve the sale of unused equipment: 2001 Dodge pick-up and snow plow, 2001 GMC pick-up, 2006 Dodge pick-up, 2006 Ford Crown Victoria, and a portable air compressor.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO APPROVE THE SALE OF UNUSED EQUIPMENT: 2001 DODGE PICK-UP AND SNOW PLOW, 2001 GMC PICK-UP, 2006 DODGE PICK-UP, 2006 FORD CROWN VICTORIA, AND A PORTABLE AIR COMPRESSOR.

Larry LaHaie, Service Director, explained the unused equipments' age and obsolescence.

MOTION TO APPROVE THE SALE OF UNUSED EQUIPMENT: 2001 DODGE PICK-UP AND SNOW PLOW, 2001 GMC PICK-UP, 2006 DODGE PICK-UP, 2006 FORD CROWN VICTORIA, AND A PORTABLE AIR COMPRESSOR, CARRIED UNANIMOUSLY.

- E. Motion** – To set a special meeting for 7:30 p.m., Wednesday, 01 April 2015, and set a public hearing for the Wednesday, 01 April 2015, special meeting to consider and receive public input on the Michigan Natural Resources Trust Fund (MNRTF) Grant Application proposal for land acquisition of parcel #400-078-002-961-00, for approximately 3.41 acres of property located at 605 W. Front St., adjacent to Oak Park.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER BARTHOLOMEW SECONDED, TO SET A SPECIAL MEETING FOR 7:30 P.M., WEDNESDAY, 01 APRIL 2015, AND SET A PUBLIC HEARING FOR THE WEDNESDAY, 01 APRIL 2015, SPECIAL MEETING TO CONSIDER AND RECEIVE PUBLIC INPUT ON THE MICHIGAN NATURAL RESOURCES TRUST FUND (MNRTF) GRANT APPLICATION PROPOSAL FOR LAND ACQUISITION OF PARCEL #400-078-002-961-00, FOR APPROXIMATELY 3.41 ACRES OF PROPERTY LOCATED AT 605 W. FRONT ST., ADJACENT TO OAK PARK.

Adam Smith, City Administrator, explained the proposed \$60,000.00 grant includes an \$18,000 match for the Oak Park Expansion project property acquisition.

MOTION TO SET A SPECIAL MEETING FOR 7:30 P.M., WEDNESDAY, 01 APRIL 2015, AND SET A PUBLIC HEARING FOR THE WEDNESDAY, 01 APRIL 2015, SPECIAL MEETING TO CONSIDER AND RECEIVE PUBLIC INPUT ON THE MICHIGAN NATURAL RESOURCES TRUST FUND (MNRTF) GRANT APPLICATION PROPOSAL FOR LAND ACQUISITION OF PARCEL #400-078-002-961-00, FOR APPROXIMATELY 3.41 ACRES OF PROPERTY LOCATED AT 605 W. FRONT ST., ADJACENT TO OAK PARK, CARRIED UNANIMOUSLY.

X. AUDIENCE PARTICIPATION

David Jonas, 1007 Flickerham Dr., commented on the proposed Downtown Development Authority Annual Budget for the Fiscal Year Ending 30 June 2016.

XI. COMMUNICATIONS FROM THE MAYOR AND COUNCIL

Council member Willems mentioned on the successful Farmers Market at City Hall during the community St. Patrick's Day celebrations.

Mayor Smith appointed Matt Salmon to the Planning Commission for a term expiring 11 January 2016.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER BARTHOLOMEW SECONDED, TO APPROVE THE MAYOR'S APPOINTMENT OF MATT SALMON TO THE PLANNING COMMISSION FOR A TERM EXPIRING 11 JANUARY 2016. MOTION CARRIED UNANIMOUSLY.

XII. CLOSED SESSION

XIII. ADJOURNMENT

COUNCIL MEMBER LANTZ MOVED, COUNCIL MEMBER BARTHOLOMEW SECONDED, TO ADJOURN THE MONDAY, 23 MARCH 2015 REGULAR CITY COUNCIL MEETING, AT 7:50 P.M. MOTION CARRIED UNANIMOUSLY.

**CITY COUNCIL MINUTES – COMMITTEE OF THE WHOLE
MONDAY, 23 MARCH 2015
COUNCIL CHAMBERS, CITY HALL
310 GREENWOOD ST.**

I. ROLL CALL OF COUNCIL – Mayor Kalmin Smith; Mayor Pro-Tem Keith Mulder; and Council members Christina Bartholomew, and Rick Lantz

– Council members Sue Roberts, Thom Sowle, and Don Willems were absent

OTHERS PRESENT – Adam Smith, City Administrator; Gregory Newman, City Clerk; Chuck Remenar, City Treasurer / Finance Director; Larry LaHaie, Service Director; Amee King, Assistant City Administrator;

II. ANNUAL BUDGET FOR THE FISCAL YEAR ENDING 30 JUNE 2016

Adam Smith, City Administrator, explained the property tax breakdown, the indirect cost program, the fringe benefits, the new department head narratives, the preliminary 0.5% increase in property taxes, the 11 February 2015 State Revenue Sharing update, the increase Composting Center sticker cost to \$25.00, and the \$3,175,000 in projected revenues, and reviewed the General, Municipal Street, Major Street, Local Street, and Downtown Development Authority funds Annual Budgets for the Fiscal Year Ending 30 June 2016.

Chuck Remenar, City Treasurer / Finance Director, explained the GASB 54 statement's impact on cemetery costs in the General Fund cost center and the \$100,000 in committed funds for City Hall includes two prior \$50,000 commitments, and reviewed the Employee Benefits Fund Annual Budget for the Fiscal Year Ending 30 June 2016.

Larry LaHaie, Service Director, reviewed the Municipal Street, Major Street, and Local Street funds Annual Budgets for the Fiscal Year Ending 30 June 2016.

Amee King, Assistant City Administrator, reviewed the Downtown Development Authority, Downtown Development Authority Debt Service, and Downtown Development Authority Capital Projects funds Annual Budget for the Fiscal Year Ending 30 June 2016.

The City Council discussed the expected determination of maintenance costs, the Downtown Development Authority's fulfilled commitment to the Grand Ledge Area Emergency Services Authority, and the City's Boat Launch Improvement Project grant matching funds source.

COUNCIL MEMBER LANTZ MOVED, COUNCIL MEMBER MULDER SECONDED, TO ADJOURN THE MONDAY 23 MARCH 2015 CITY COUNCIL COMMITTEE OF THE WHOLE, AT 9:23 P.M. MOTION CARRIED UNANIMOUSLY.

APPROVED 13 APRIL 2015.

Gregory L. Newman, City Clerk

Kalmin D. Smith, Mayor