

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

**CITY COUNCIL MINUTES – REGULAR MEETING
MONDAY, 27 APRIL 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, Sue Roberts, Thom Sowle, and Don Willems
OTHERS PRESENT – Adam Smith, City Administrator; Gregory Newman, City Clerk; Charles Remenar, City Treasurer / Finance Director; Chris Blievernicht, Lieutenant; Larry LaHaie, Service Director; Ameer King, Assistant City Administrator; Chad Brunton, Street Supervisor; Scott Weaver, Building Official; Susan Stachowiak, Zoning Administrator;

II. PLEDGE OF ALLEGIANCE

Chris Blievernicht, Lieutenant, 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, 27 April 2015 City Council consent agenda, as follows:
- i. Financial transactions and bills.
 - ii. Monday, 13 April 2015 regular City Council minutes.
 - iii. Motion – To authorize the City Administrator to sign a letter recognizing Jennifer Michelin of 44North as the City's exclusive Agent of Record for the purpose of servicing and receiving commissions on the City's healthcare program.
 - iv. Monday, 13 April 2015 Closed Session minutes
 - v. Right-of-Way Use Application from the Salvage Yard Antiques for the 02 May 2015 Victorian Days,

COUNCIL MEMBER BARTHOLOMEW MOVED, COUNCIL MEMBER ROBERTS SECONDED, TO APPROVE THE MONDAY, 27 APRIL 2015 CITY COUNCIL CONSENT AGENDA.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER ROBERTS SECONDED, TO AMEND THE MONDAY, 27 APRIL 2015 CITY COUNCIL CONSENT AGENDA, BY INSERTING AS ITEM IV., THE MONDAY, 13 APRIL 2015 CLOSED SESSION MINUTES AND AS ITEM V., A RIGHT-OF-WAY USE APPLICATION FROM THE SALVAGE YARD ANTIQUES FOR THE 02 MAY 2015 VICTORIAN DAYS. MOTION CARRIED UNANIMOUSLY.

MOTION TO APPROVE THE MONDAY, 27 APRIL 2015 CITY COUNCIL CONSENT AGENDA, AS AMENDED BY INSERTING AS ITEM IV., THE MONDAY, 13 APRIL 2015 CLOSED SESSION MINUTES AND AS ITEM V., A RIGHT-OF-WAY USE APPLICATION FROM THE SALVAGE YARD ANTIQUES FOR THE 02 MAY 2015 VICTORIAN DAYS, CARRIED UNANIMOUSLY.

V. APPROVAL OF REGULAR AGENDA

- A. Motion** – To approve the Monday, 27 April 2015 regular City Council agenda.

COUNCIL MEMBER ROBERTS MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO APPROVE THE MONDAY, 27 APRIL 2015 REGULAR CITY COUNCIL AGENDA. MOTION 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 website.

VII. STAFF REPORTS

- A. Adam Smith, City Administrator**

Adam Smith, City Administrator, reported on the 15 May 2015 Michigan Department of Transportation Training Wheels bicycle education event at City Hall.

VIII. UNFINISHED BUSINESS

- A. Resolution #19 of 2015** – To approve a Lease Agreement with the Over the Ledge Theatre Company, for the Ledges Playhouse (introduced 23 March 2015, published 29 March 2015).

COUNCIL MEMBER LANTZ MOVED, COUNCIL MEMBER ROBERTS SECONDED, TO ADOPT RESOLUTION #19 OF 2015, TO APPROVE A LEASE AGREEMENT WITH THE OVER THE LEDGE THEATRE COMPANY, FOR THE LEDGES PLAYHOUSE.

Adam Smith, City Administrator, explained the lease now includes additional time in the spring and fall.

MOTION TO ADOPT RESOLUTION #19 OF 2015, TO APPROVE A LEASE AGREEMENT WITH THE OVER THE LEDGE THEATRE COMPANY, FOR THE LEDGES PLAYHOUSE, CARRIED UNANIMOUSLY.

IX. NEW BUSINESS

- A. Ordinance (Introduction)** – To introduce and set a public hearing for the Monday, 11 May 2015, regular City Council meeting, on an ordinance amending Grand Ledge City Code §§220-72, Access to a street, and 220-74, Access management.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER LANTZ SECONDED, TO INTRODUCE AND SET A PUBLIC HEARING FOR THE MONDAY, 11 MAY 2015, REGULAR CITY COUNCIL MEETING, ON AN ORDINANCE AMENDING GRAND LEDGE CITY CODE §§220-72, ACCESS TO A STREET, AND 220-74, ACCESS MANAGEMENT.

Susan Stachowiak, Zoning Administrator, explained the changes to the Zoning Ordinance.

The City Council debated the language referencing a “City Engineer” and the amendment mandating minimum lot frontage to eliminate land-locked parcels.

MOTION TO INTRODUCE AND SET A PUBLIC HEARING FOR THE MONDAY, 11 MAY 2015, REGULAR CITY COUNCIL MEETING, ON AN ORDINANCE AMENDING GRAND LEDGE CITY CODE §§220-72, ACCESS TO A STREET, AND 220-74, ACCESS MANAGEMENT, CARRIED UNANIMOUSLY.

B. Resolution (Introduction) – To approve a Quit Claim Deed to Keith Mulder for the property located at 718 Spring St.

COUNCIL MEMBER WILLEMS MOVED, COUNCIL MEMBER SOWLE SECONDED, TO INTRODUCE A RESOLUTION TO APPROVE A QUIT CLAIM DEED TO KEITH MULDER FOR THE PROPERTY LOCATED AT 718 SPRING ST.

COUNCIL MEMBER MULDER ABSTAINED.

Adam Smith, City Administrator, explained the City's receipt of the property, reported on the bids received, and recommended awarding the bid to Keith Mulder.

MOTION TO INTRODUCE A RESOLUTION TO APPROVE A QUIT CLAIM DEED TO KEITH MULDER FOR THE PROPERTY LOCATED AT 718 SPRING ST., CARRIED UNANIMOUSLY.

C. Resolution #20 of 2015 – To accept a Michigan Natural Resources Trust Fund Land Acquisition Project Agreement for the Jaycee Park Boat Launch Improvement Project.

COUNCIL MEMBER ROBERTS MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO ADOPT RESOLUTION #20 OF 2015, TO ACCEPT A MICHIGAN NATURAL RESOURCES TRUST FUND LAND ACQUISITION PROJECT AGREEMENT FOR THE JAYCEE PARK BOAT LAUNCH IMPROVEMENT PROJECT.

Adam Smith, City Administrator, explained the grant agreement covers the purchase of property to expand Jaycee Park.

MOTION TO ADOPT RESOLUTION #20 OF 2015, TO ACCEPT A MICHIGAN NATURAL RESOURCES TRUST FUND LAND ACQUISITION PROJECT AGREEMENT FOR THE JAYCEE PARK BOAT LAUNCH IMPROVEMENT PROJECT, CARRIED UNANIMOUSLY.

X. AUDIENCE PARTICIPATION

XI. COMMUNICATIONS FROM THE MAYOR AND COUNCIL

Council member Bartholomew thanked her supporters for signing her nominating petitions.

Council member Willems encouraged everyone to use the City's new website and thanked City staff for its work on the new website.

XII. CLOSED SESSION

XIII. ADJOURNMENT

COUNCIL MEMBER ROBERTS MOVED, COUNCIL MEMBER BARTHOLEMEW SECONDED, TO ADJOURN THE MONDAY, 27 APRIL 2015, REGULAR CITY COUNCIL MEETING, AT 7:52 P.M. MOTION CARRIED UNANIMOUSLY.

**CITY COUNCIL MINUTES – COMMITTEE OF THE WHOLE
MONDAY, 27 APRIL 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, Rick Lantz, Sue Roberts, Thom Sowle, and Don Willems

OTHERS PRESENT – Adam Smith, City Administrator; Gregory Newman, City Clerk; Charles Remenar, City Treasurer / Finance Director; Chris Blievernicht, Lieutenant; Larry LaHaie, Service Director; Ameer King, Assistant City Administrator; Chad Brunton, Street Supervisor;

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

Adam Smith, City Administrator, explained the changes to the fee schedule, the current staff research into changing financial software to BS&A, and the possibility of hiring a Utilities Supervisor, mentioned the need to review the Indirect Costs associated with the City Hall gymnasium, reported the planning and zoning fees are up to date, and suggested establishing a special meeting fee.

Scott Weaver, Building Official, explained the Building Department fee changes.

Gregory Newman, City Clerk, explained the Freedom of Information Act fee changes.

Chris Blievernicht, Lieutenant, explained the Grand Ledge Police Department fee changes.

Larry LaHaie, Service Director, explained the Department of Public Service fee changes.

Chuck Remenar, City Treasurer / Finance Director, explained the monthly Water / Sewer Fund cash balance.

Chad Brunton, Street Supervisor, explained the Parks and Recreation fee changes.

The City Council discussed the Building Department fee changes, the Freedom of Information Act fee changes, the Grand Ledge Police Department fee changes, overnight street parking, the Department of Public Service fee changes, the Grand Ledge / Oneida Composting Center fee, the requirement for the Water / Sewer Fund to be self-sufficient, the City's policy to replace water / sewer infrastructure during street reconstruction, the potential financial software change to BS&A, the additional recreation programs potentially moving to the Grand Ledge Public Schools or community clubs, clarification of exempt organizations in the Parks and Recreation fees, and the recycling center and alternative recycling services options.

COUNCIL MEMBER ROBERTS MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO ADJOURN THE MONDAY, 27 APRIL 2015 CITY COUNCIL COMMITTEE OF THE WHOLE, AT 9:09 P.M. MOTION CARRIED UNANIMOUSLY.

APPROVED 11 MAY 2015.

Gregory L. Newman, City Clerk

Kalmin D. Smith, Mayor