

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

**CITY COUNCIL MINUTES – REGULAR MEETING
MONDAY, 08 JUNE 2015
7:30 P.M.
COUNCIL CHAMBERS, CITY HALL
310 GREENWOOD ST.**

- I. ROLL CALL OF COUNCIL** – Mayor Pro-Tem Keith Mulder; and Council members Christina Bartholomew, Rick Lantz, and Thom Sowle
– Mayor Kalmin Smith; and Council members Sue Roberts and Don Willems were absent
OTHERS PRESENT – Adam Smith, City Administrator; Gregory Newman, City Clerk; Charles Remenar, City Treasurer;

II. PLEDGE OF ALLEGIANCE

Mayor Pro-Tem Mulder 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, 08 June 2015 City Council consent agenda, as follows:
- i. Financial transactions and bills.
 - ii. Monday, 26 May 2015 regular City Council minutes.
 - iii. Monday, 26 May 2015 Closed Session minutes.
 - iv. Thursday, 28 May 2015 special City Council minutes.
 - v. Thursday, 28 May 2015 Closed Session minutes.
 - vi. Right-of-Way Use application from the Grand Ledge Area Chamber of Commerce for the 2015 Yankee Doodle Days.
 - vii. Right-of-Way Use application from the Grand Ledge Education Foundation for the 20 June 2015 Josh Spalsbury Memorial Comet Chase 5K.
 - viii. Right-of-Way Use application from Ledge Craft Lane, Ltd., for the 2015 Island Art Fair.
 - ix. Local Government Approval Resolution #32 of 2015 – To recommend an application from Sanctuary Brewers, LLC, for a New Micro Brewer license.

COUNCIL MEMBER BARTHOLOMEW MOVED, COUNCIL MEMBER LANTZ SECONDED, TO APPROVE THE MONDAY, 08 JUNE 2015 CITY COUNCIL CONSENT AGENDA. MOTION CARRIED UNANIMOUSLY.

V. APPROVAL OF REGULAR AGENDA

- A. Motion** – To approve the Monday, 08 June 2015 regular City Council agenda.

COUNCIL MEMBER BARTHOLOMEW MOVED, COUNCIL MEMBER LANTZ SECONDED, TO APPROVE THE MONDAY, 08 JUNE 2015 REGULAR CITY COUNCIL AGENDA.

COUNCIL MEMBER BARTHOLOMEW MOVED, COUNCIL MEMBER LANTZ SECONDED, TO AMEND THE MONDAY, 08 JUNE 2015 REGULAR CITY COUNCIL AGENDA, BY INSERTING AS ITEM IX. A., A MOTION TO INTRODUCE AND SET A PUBLIC HEARING FOR MONDAY, 22 JUNE 2015, ON AN ORDINANCE AMENDING THE GRAND LEDGE CITY CODE CHAPTER 39, PURCHASING, AND BY INSERTING AS ITEM IX. F., A MOTION TO AMEND THE COMPENSATION PLAN BY INCREASING THE GRADE AND STEP SCHEDULE BY 2%, EFFECTIVE THE FIRST FULL PAY PERIOD AFTER 01 JULY 2015, FOR FULL-TIME EMPLOYEES, EQUIVALENT TO BUT EXCLUDING THOSE EMPLOYEES SUBJECT TO COLLECTIVE BARGAINING AGREEMENTS. MOTION CARRIED UNANIMOUSLY.

MOTION TO APPROVE THE MONDAY, 08 JUNE 2015 REGULAR CITY COUNCIL AGENDA, AS AMENDED BY INSERTING AS ITEM IX. A., A MOTION TO INTRODUCE AND SET A PUBLIC HEARING FOR MONDAY, 22 JUNE 2015, ON AN ORDINANCE AMENDING THE GRAND LEDGE CITY CODE CHAPTER 39, PURCHASING, AND BY INSERTING AS ITEM IX. F., A MOTION TO AMEND THE COMPENSATION PLAN BY INCREASING THE GRADE AND STEP SCHEDULE BY 2%, EFFECTIVE THE FIRST FULL PAY PERIOD AFTER 01 JULY 2015, FOR FULL-TIME EMPLOYEES, EQUIVALENT TO BUT EXCLUDING THOSE EMPLOYEES SUBJECT TO COLLECTIVE BARGAINING AGREEMENTS, CARRIED UNANIMOUSLY.

VI. COMMITTEE AND BOARD REPORTS

VII. STAFF REPORTS

- A. City Administrator**

Adam Smith, City Administrator, reported on the water dispute appeals dismissal with prejudice.

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

- A. Ordinance** – Introduce and set a Public Hearing for Monday, 22 June 2015, on an ordinance amending the Grand Ledge City Code Chapter 39, Purchasing.

COUNCIL MEMBER BARTHOLOMEW MOVED, COUNCIL MEMBER LANTZ SECONDED, TO INTRODUCE AND SET A PUBLIC HEARING FOR MONDAY, 22 JUNE 2015, ON AN ORDINANCE AMENDING THE GRAND LEDGE CITY CODE CHAPTER 39, PURCHASING.

Adam Smith, City Administrator, explained the ordinance established City Council authority to adopt a purchasing policy under resolution instead of ordinance and reviewed the proposed purchasing policy.

MOTION TO INTRODUCE AND SET A PUBLIC HEARING FOR MONDAY, 22 JUNE 2015, ON AN ORDINANCE AMENDING THE GRAND LEDGE CITY CODE CHAPTER 39, PURCHASING, CARRIED UNANIMOUSLY.

- B. Resolution #33 of 2015** – To adopt the Annual Budget and Appropriations Measure for the Fiscal Year Ending 30 June 2016, and the tax levy and rates.

COUNCIL MEMBER BARTHOLOMEW MOVED, COUNCIL MEMBER LANTZ SECONDED, TO ADOPT RESOLUTION #33 OF 2015, TO ADOPT THE ANNUAL BUDGET AND APPROPRIATIONS MEASURE FOR THE FISCAL YEAR ENDING 30 JUNE 2016, AND THE TAX LEVY AND RATES.

Adam Smith, City Administrator, mentioned the fee schedule is included as part of the budget adoption.

MOTION TO ADOPT RESOLUTION #33 OF 2015, TO ADOPT THE ANNUAL BUDGET AND APPROPRIATIONS MEASURE FOR THE FISCAL YEAR ENDING 30 JUNE 2016, AND THE TAX LEVY AND RATES, CARRIED UNANIMOUSLY.

- C. Resolution #34 of 2015** – To approve a proposal from Kuntzsch Solutions for promoting the Grand Ledge Willis Industrial Park.

COUNCIL MEMBER BARTHOLOMEW MOVED, COUNCIL MEMBER LANTZ SECONDED, TO ADOPT RESOLUTION #34 OF 2015, TO APPROVE A PROPOSAL FROM KUNTZSCH SOLUTIONS FOR PROMOTING THE GRAND LEDGE WILLIS INDUSTRIAL PARK.

Adam Smith, City Administrator, explained the proposal to promote the Grand Ledge Willis Industrial Park and mentioned the proposal's costs are included in the Annual Budget for the Fiscal Year Ending 30 June 2016.

The City Council debated the previous work provided by Kuntzsch Solutions.

MOTION TO ADOPT RESOLUTION #34 OF 2015, TO APPROVE A PROPOSAL FROM KUNTZSCH SOLUTIONS FOR PROMOTING THE GRAND LEDGE WILLIS INDUSTRIAL PARK, CARRIED UNANIMOUSLY.

- D. Resolution #35 of 2015** – To approve a Road Commission and City Agreement for Millage Revenue Distributions 2014-2025.

COUNCIL MEMBER BARTHOLOMEW MOVED, COUNCIL MEMBER LANTZ SECONDED, TO ADOPT RESOLUTION #35 OF 2015, TO APPROVE A ROAD COMMISSION AND CITY AGREEMENT FOR MILLAGE REVENUE DISTRIBUTIONS 2014-2025.

Adam Smith, City Administrator, explained the corrected wording of the agreement includes "December 1 of each year."

The City Council debated the formula contained in Exhibit A.

MOTION TO ADOPT RESOLUTION #35 OF 2015, TO APPROVE A ROAD COMMISSION AND CITY AGREEMENT FOR MILLAGE REVENUE DISTRIBUTIONS 2014-2025, CARRIED UNANIMOUSLY.

- E. Resolution #36 of 2015** – To approve a Proposal from BS&A Software for Financial Software and Data Conversion.

COUNCIL MEMBER BARTHOLOMEW MOVED, COUNCIL MEMBER SOWLE SECONDED, TO ADOPT RESOLUTION #36 OF 2015, TO APPROVE A PROPOSAL FROM BS&A SOFTWARE FOR FINANCIAL SOFTWARE AND DATA CONVERSION.

Adam Smith, City Administrator, explained the proposal for new financial software, presented a revised proposal reflecting a \$5,700 decrease, and explained the Annual Budget for the Fiscal Year Ending 30 June 2016 includes the first year costs of the two-year project.

The City Council debated the one-time cost and annual costs, the future cost estimates, the inclusion of training, and the time-frame of implementation.

MOTION TO ADOPT RESOLUTION #36 OF 2015, TO APPROVE A PROPOSAL FROM BS&A SOFTWARE FOR FINANCIAL SOFTWARE AND DATA CONVERSION, CARRIED UNANIMOUSLY.

- F. Motion** – To amend the Compensation Plan by increasing the Grade and Step Schedule by 2%, effective the first full pay period after 01 July 2015, for full-time employees, equivalent to but excluding those employees subject to collective bargaining agreements.

COUNCIL MEMBER BARTHOLOMEW MOVED, COUNCIL MEMBER LANTZ SECONDED, TO AMEND THE COMPENSATION PLAN BY INCREASING THE GRADE AND STEP SCHEDULE BY 2%, EFFECTIVE THE FIRST FULL PAY PERIOD AFTER 01 JULY 2015, FOR FULL-TIME EMPLOYEES, EQUIVALENT TO BUT EXCLUDING THOSE EMPLOYEES SUBJECT TO COLLECTIVE BARGAINING AGREEMENTS.

Adam Smith, City Administrator, explained the 2% increase reflects the increases for all collective bargaining units.

MOTION TO AMEND THE COMPENSATION PLAN BY INCREASING THE GRADE AND STEP SCHEDULE BY 2%, EFFECTIVE THE FIRST FULL PAY PERIOD AFTER 01 JULY 2015, FOR FULL-TIME EMPLOYEES, EQUIVALENT TO BUT EXCLUDING THOSE EMPLOYEES SUBJECT TO COLLECTIVE BARGAINING AGREEMENTS, CARRIED UNANIMOUSLY.

X. AUDIENCE PARTICIPATION

XI. COMMUNICATIONS FROM THE MAYOR AND COUNCIL

Council member Bartholomew thanked the City Administrator for his efforts during this budget cycle.

Council member Sowle commented on the successful Memorial Day Parade.

Council member Mulder mentioned the weekly Music in the Park every Thursday at 7:30 p.m. in Bridge Street Plaza.

XII. CLOSED SESSION

- A. Motion** – To move into closed session for a strategy and negotiation session connected with the negotiation of a collective bargaining agreement, per the Open Meetings Act, Section 8(c), and to consider material exempt from discussion or disclosure by state or federal statute, per the Open Meetings Act, Section 8(h).

NO CLOSED SESSION.

- B. Resolution #37 of 2015** – To approve a Collective Bargaining Agreement with Lodge #141 Fraternal Order of Police, Labor Program, Inc. Non-Supervisory Unit.

COUNCIL MEMBER LANTZ MOVED, COUNCIL MEMBER BARTHOLOMEW SECONDED, TO ADOPT RESOLUTION #37 OF 2015, TO APPROVE A COLLECTIVE BARGAINING AGREEMENT WITH LODGE #141 FRATERNAL ORDER OF POLICE, LABOR PROGRAM, INC. NON-SUPERVISORY UNIT.

Adam Smith, City Administrator, explained the revision to the sick time buyout component.

MOTION TO ADOPT RESOLUTION #37 OF 2015, TO APPROVE A COLLECTIVE BARGAINING AGREEMENT WITH LODGE #141 FRATERNAL ORDER OF POLICE, LABOR PROGRAM, INC. NON-SUPERVISORY UNIT, CARRIED UNANIMOUSLY.

XIII. ADJOURNMENT

COUNCIL MEMBER LANTZ MOVED, COUNCIL MEMBER BARTHOLOMEW SECONDED, TO ADJOURN THE MONDAY, 08 JUNE 2015, REGULAR CITY COUNCIL MEETING, AT 8:07 P.M. MOTION CARRIED UNANIMOUSLY.

APPROVED 22 JUNE 2015.

Gregory L. Newman, City Clerk

Kalmin D. Smith, Mayor