



Grand Ledge City Council Regular Meeting Agenda

MONDAY, 23 FEBRUARY 2015
7:30 P.M.
COUNCIL CHAMBERS, CITY HALL
310 GREENWOOD ST.
GRAND LEDGE MI 48837
(517) 627-2149

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

- II. **PLEDGE OF ALLEGIANCE** – Any person(s) attending may participate in reciting the Pledge of Allegiance to the American Flag. The Mayor may choose to designate, with their consent, a Council member or a person attending to lead the Pledge of Allegiance. The City Council shall not require any Council member or person(s) attending to recite the Pledge of Allegiance.

- III. **AUDIENCE PARTICIPATION** – Any person(s) attending may comment on any subject. All presentations before the City Council shall be limited to five minutes per individual presentation.

- IV. **APPROVAL OF CONSENT AGENDA** – The City Council approves items listed on the consent agenda by a single roll call vote without debate. If the City Council desires to debate any item listed on the consent agenda, it may remove the item and place it on the regular agenda for consideration in due order.
 - A. **Motion** – To approve the Monday, 23 February 2015 City Council consent agenda, as follows:
 - i. Financial transactions and bills.
 - ii. Monday, 09 February 2015 regular City Council minutes.

- V. **APPROVAL OF REGULAR AGENDA** – The City Council may remove any item from or add any item to the regular agenda.
 - A. **Motion** – To approve the Monday, 23 February 2015 regular City Council agenda.

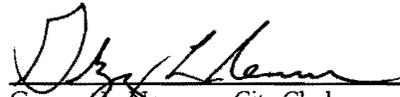
- VI. **COMMITTEE AND BOARD REPORTS** – Council members and staff may report on discussions and actions of committees and boards.

- VII. **STAFF REPORTS** – The City Council may receive reports from various department heads.
 - A. **Susan Stachowiak, Zoning Administrator**

- VIII. **UNFINISHED BUSINESS** – The City Council may again debate any item(s) previously debated but not finally disposed of and may or may not act upon the item(s) as indicated below.

- IX. **NEW BUSINESS** – The City Council may debate any item(s) under its authority not previously debated and may or may not act upon the item(s) as indicated below.
 - A. **Motion (recommended by the Parks and Recreation Commission)** – To approve the transition of swimming recreation program administration to the Grand Ledge Public Schools and the flag football recreation program administration to the “Quarterback Club” football boosters.

- B. Motion** – To set a public hearing for Monday, 09 March 2015, on an Agreement for Conditional Transfer of Property and Governmental Functions Pursuant to 1984 P.A. 425 and 1967 P.A. 8.
- X. AUDIENCE PARTICIPATION** – Any person(s) attending may comment on any subject. All presentations before the City Council shall be limited to five minutes per individual presentation.
- XI. COMMUNICATIONS FROM THE MAYOR AND COUNCIL** – The Mayor may make appointments and reappointments to boards and committees, may report on subjects referred by Council members, staff and residents, and may comment on any subject. City Council members may comment on any subject.
- XII. CLOSED SESSION** – The Open Meetings Act allows the City Council to discuss certain subjects without the presence of the public. The City Council may request a staff member or any other person the City Council determines to be necessary, by a majority of the Council members present, to attend the closed session. All persons not requested by the City Council to stay must leave the Council chambers. Once the Closed Session has ended, the City Council will resume the regular meeting.
- A. Motion** – To move into closed session to consider material exempt from discussion or disclosure by state or federal statute, per the Open Meetings Act, Section 8(h).
- XIII. ADJOURNMENT** – When the City Council has completed all items listed on the approved agenda, it may not take any further action until its next regular meeting or a special meeting. If the time is significantly late and items remain on the approved agenda, the presiding officer may ask for a motion to adjourn the meeting to another specific date, time, and place at which to resume and complete the approved agenda.



Gregory L. Newman, City Clerk

THE GRAND LEDGE CITY COUNCIL WILL HOLD ITS NEXT REGULAR MEETING ON MONDAY, 09 MARCH 2015, AT 7:30 P.M. IN THE COUNCIL CHAMBERS, CITY HALL, 310 GREENWOOD ST., GRAND LEDGE, MICHIGAN

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

**CITY COUNCIL MINUTES – REGULAR MEETING
MONDAY, 09 FEBRUARY 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 Sarno, Sue Roberts, and Thom Sowle
-- Mayor Kalmin Smith and Council member Don Willems were absent
OTHERS PRESENT – Adam Smith, City Administrator; Gregory Newman, City Clerk;

II. PLEDGE OF ALLEGIANCE

Mayor Pro-Tem Mulder led those in attendance in the Pledge of Allegiance.

III. AUDIENCE PARTICIPATION

Jesse Caszatt, 527 E. Jefferson St., commented on keeping his sidewalk clear of ice and snow.

IV. APPROVAL OF CONSENT AGENDA

- A. Motion (from staff)** – To approve the Monday, 09 February 2015 City Council consent agenda, as follows:
- i. Financial transactions and bills
 - ii. Monday, 26 January 2015 regular City Council minutes.

COUNCIL MEMBER ROBERTS MOVED, COUNCIL MEMBER BARTHOLOMEW SECONDED, TO APPROVE THE MONDAY, 09 FEBRUARY 2015 CITY COUNCIL CONSENT AGENDA. MOTION CARRIED UNANIMOUSLY.

V. APPROVAL OF REGULAR AGENDA

- A. Motion** – To approve the Monday, 09 February 2015 regular City Council agenda.

COUNCIL MEMBER BARTHOLOMEW MOVED, COUNCIL MEMBER ROBERTS SECONDED, TO APPROVE THE MONDAY, 09 FEBRUARY 2015 REGULAR CITY COUNCIL AGENDA. MOTION CARRIED UNANIMOUSLY.

VI. COMMITTEE AND BOARD REPORTS

VII. STAFF REPORTS

- A. Adam Smith, City Administrator**

Adam Smith, City Administrator, reported on the City's efforts to keep sidewalks clear of ice and snow, and commented on his intent to amend the City Code concerning keeping sidewalks clear of ice and snow.

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

- A. Resolution #03 of 2015** – To place streets within the City Street System for the purpose of obtaining funds under Public Act 51 of 1951, as amended.

COUNCIL MEMBER ROBERTS MOVED, COUNCIL MEMBER BARTHOLOMEW SECONDED, TO ADOPT RESOLUTION #03 OF 2015, TO PLACE STREETS WITHIN THE CITY STREET SYSTEM FOR THE PURPOSE OF OBTAINING FUNDS UNDER PUBLIC ACT 51 OF 1951, AS AMENDED.

Adam Smith, City Administrator, explained the annual opportunity to review the Act 51 map and ensure it accurately reflects the City's streets and mileage, and explained the resolution adds two additional streets from the Meadow Woods subdivision.

MOTION TO ADOPT RESOLUTION #03 OF 2015, TO PLACE STREETS WITHIN THE CITY STREET SYSTEM FOR THE PURPOSE OF OBTAINING FUNDS UNDER PUBLIC ACT 51 OF 1951, AS AMENDED, CARRIED UNANIMOUSLY.

- B. Resolution #04 of 2015** – To approve a Public Art for Communities Grant Program agreement with the Lansing Economic Area Partnership.

COUNCIL MEMBER ROBERTS MOVED, COUNCIL MEMBER BARTHOLOMEW SECONDED, TO ADOPT RESOLUTION #04 OF 2015, TO APPROVE A PUBLIC ART FOR COMMUNITIES GRANT PROGRAM AGREEMENT WITH THE LANSING ECONOMIC AREA PARTNERSHIP.

Adam Smith, City Administrator, explained the City was successful with its grant application.

MOTION TO ADOPT RESOLUTION #04 OF 2015, TO APPROVE A PUBLIC ART FOR COMMUNITIES GRANT PROGRAM AGREEMENT WITH THE LANSING ECONOMIC AREA PARTNERSHIP, CARRIED UNANIMOUSLY.

- C. Resolution #05 of 2015** – To designate the City Administrator as the City's Delegate to the Capital Area Regional Transportation Study (CARTS) Technical Committee.

COUNCIL MEMBER LANTZ MOVED, COUNCIL MEMBER BARTHOLOMEW SECONDED, TO ADOPT RESOLUTION #05 OF 2015, TO DESIGNATE THE CITY ADMINISTRATOR AS THE CITY'S DELEGATE TO THE CAPITAL AREA REGIONAL TRANSPORTATION STUDY (CARTS) TECHNICAL COMMITTEE.

Adam Smith, City Administrator, explained Larry LaBate, Service Director, has been serving as the City's delegate.

The City Council debated the role of the Capital Area Regional Transportation Study Technical Committee.

MOTION TO ADOPT RESOLUTION #05 OF 2015, TO DESIGNATE THE CITY ADMINISTRATOR AS THE CITY'S DELEGATE TO THE CAPITAL AREA REGIONAL TRANSPORTATION STUDY (CARTS) TECHNICAL COMMITTEE, CARRIED UNANIMOUSLY.

X. AUDIENCE PARTICIPATION

XI. COMMUNICATIONS FROM THE MAYOR AND COUNCIL

Council member Bartholomew thanked the City Administrator for his efforts to improve the City Code and the City's enforcement of keeping sidewalk clear of ice and snow.

Council member Sowle thanked the organizers of the Fun on the Rocks festival during the past week.

Mayor Pro-Tem Mulder commented on the success of the Fun on the Rocks festival, commented on the City's enforcement of the City Code in keeping sidewalks clear of ice and snow, and offered his help to residents in their efforts to keep sidewalks clear of ice and snow.

XII. CLOSED SESSION

XIII. ADJOURNMENT

COUNCIL MEMBER ROBERTS MOVED, COUNCIL MEMBER KURTZ SECONDED, TO ADJOURN THE MONDAY, 09 FEBRUARY 2015 REGULAR CITY COUNCIL MEETING, AT 7:46 P.M. MOTION CARRIED UNANIMOUSLY.

Gregory L. [redacted], City Clerk

[redacted] D. Smith, Mayor

DRAFT

Kalmin D. Smith
Mayor



Jon Bayless
City Administrator

City of Grand Ledge
310 Greenwood St. (517) 627-2149 - Phone
grand-ledge.com Grand Ledge MI 48837 (517) 627-9796 - Fax

Right-of-Way Use Application

RECEIVED

FEB 10 2015

Event Name Grand Ledge ST. PATRICK'S DAY PARADE CITY OF GRAND LEDGE

Organization (if any) G.L. ST. PATRICK'S DAY PARADE ASSOC.

Person Responsible JIM HOGAN

Address 921 MOLTON
Grand Ledge, MI 48837

Phone 873-6702 (D) 627-8360 (Evening)

Description of activity (Use the attached map to highlight the street, sidewalk or other public right-of-way requested to be used.):

PARADE

Earliest date and time the right-of-way is needed (consider preparation and set-up for the event):

3 14 15 1:50 a.m./p.m.

Latest date and time the right-of-way is needed (consider clean up from the event):

3 14 15 2:30 a.m./p.m.

Describe plans to provide parking for participants, traffic control for the event, security, and crowd control:

Knights of Columbus and other volunteers.
Parking @ St. Michael for participants.

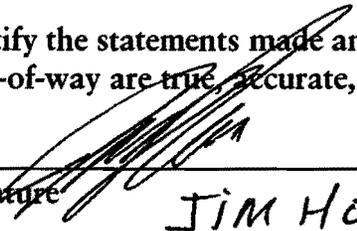
Describe plans to provide refuse disposal, sanitation facilities, noise control, and private property protection and restoration:

N/A - parade. insurance via
G.L. chamber affiliation agreement.

Applicants must provide a list of persons assigned as Marshalls at each intersection along a parade route. Applications will not be approved by the Chief of Police or the Fire Chief, or submitted to the City Council until said list is provided.

Applicants must also provide a certificate of insurance listing the City of Grand Ledge as an additional insured. A certificate listing the City of Grand Ledge as a certificate holder IS NOT acceptable. Applications will not be submitted to the City Council until said certificate of insurance is provided.

I certify the statements made and the information provided in this application for use of a public right-of-way are true, accurate, and complete.


 Signature JIM HOGAN

2/19/15
 Date 373-6702
 Daytime Phone

Printed Name

Required Reviews

	Approve Request	Deny Request	Initials
<input checked="" type="checkbox"/> Chief of Police	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>AA</u>
<input checked="" type="checkbox"/> Fire Chief	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input checked="" type="checkbox"/> Public Service Director	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/> Certificate of Insurance provided			_____

Council Action

	Date of Action Taken	City Clerk's Signature
<input type="checkbox"/> Approved	_____	_____
<input type="checkbox"/> Denied	_____	_____

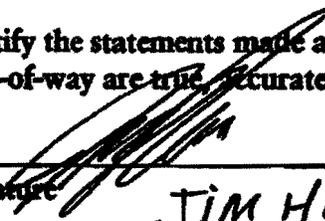
Describe plans to provide refuse disposal, sanitation facilities, noise control, and private property protection and restoration:

N/A - parade. insurance via
G.L. chamber affiliation agreement.

Applicants must provide a list of persons assigned as Marshalls at each intersection along a parade route. Applications will not be approved by the Chief of Police or the Fire Chief, or submitted to the City Council until said list is provided.

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 Signature: JIM HOGAN

2/19/15
 Date: 373-6702
 Daytime Phone

Printed Name

Required Reviews

	Approve Request	Deny Request	Initials
<input checked="" type="checkbox"/> Chief of Police	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>A</u>
<input checked="" type="checkbox"/> Fire Chief	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>L.B.</u>
<input checked="" type="checkbox"/> Public Service Director	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/> Certificate of Insurance provided			_____

Council Action

	Date of Action Taken	City Clerk's Signature
<input type="checkbox"/> Approved	_____	_____
<input type="checkbox"/> Denied	_____	_____



Parade route volunteers
Saturday, March 14, 2015
1:50 – 2:30

1	DeGroff / Edwards	Six pints of pride *
2	Edwards / Seymour	Six pints of pride
3	Edwards / Willow	Jim Curran
4	Edwards / Pine	Dan Prueter
	Edwards / Jenne	GLPD
5	Jenne / Marsh Dr.	Dave Simmons
6	Jenne / Kent (e)	Chris Benson
7	Jenne / Kent (w)	Mary Benson
8	Jenne / Park (e)	Chris Baley
1	Jenne / South (w)	Cody Rubio
2	Jenne / Taylor	Bradley Way
3	Jenne / Walnut	Jacob Walsh
	Jenne / Bridge	GLPD
4	Bridge / Lincoln (e)	Trevor Dolan
5	Bridge / Lincoln (w)	Derek Lynch
6	Bridge / Scott (e)	John Roderick
7	Bridge / Scott (w)	Will Waterman
	Bridge / Jefferson	GLPD
8	Bridge / River (e)	Wolf McKeon
9	Bridge / River (w)	Mike Jackson
10	Bridge / Front (e)	Rob Orwat
11	Bridge / Front (w)	Gideon Francis
12	Bridge / Main (e)	Bob & Traci Rasmussen
13	Bridge / Main (w)	Dave Smith
14	Bridge/Washington (e)	Chris Redman
15	Bridge/Washington w	Travis Marlette
	N. Clinton / Bridge	GLPD

*Six pints of pride – volunteer group. Names not available at this time.

**CITY OF GRAND LEDGE
NOTICE OF PUBLIC HEARING**

Special Land Use Permit – 720 S. Clinton Street

The City of Grand Ledge Planning Commission will hold a public hearing on Thursday, March 5, 2015 at 7:00 p.m. at the Grand Ledge City Hall, 310 Greenwood Street, Grand Ledge, MI 48837. The subject of the public hearing will be the consideration of a request by ISAM Yaldo Grand Ledge, LLC, for a Special Land Use permit to allow a gasoline station at 720 S. Clinton Street (Former site of Family Fare Supermarket). Gasoline Stations are permitted in the “B-1” Highway Service district, which is the zoning designation of the subject property, if a Special Land Use permit is approved by the Grand Ledge City Council.

A copy of the proposed Special Land Use permit request is available for public inspection at City Hall, 310 Greenwood Street, during regular office hours, Mon. through Fri. from 8-5. Written comments will be considered and may be forwarded to the City of Grand Ledge Clerk until 5:00 p.m. the day of the hearing. Please call (517) 627-2149 for further information.

Gregory L. Newman, Clerk
City of Grand Ledge

CITY OF GRAND LEDGE
NOTICE OF PUBLIC HEARING
Meadow Woods Site Condominium Development

The City of Grand Ledge Planning Commission will hold a public hearing on Thursday, March 5, 2015 at 7:00 p.m. at the Grand Ledge City Hall, 310 Greenwood Street, Grand Ledge, MI 48837. The subject of the public hearing will be the consideration of Phase 1 (21 units) of a proposed site condominium development located on the vacant land east of the area that has already been platted for Meadow Woods Subdivision.

A copy of the proposed condominium development is available for public inspection at City Hall, 310 Greenwood St., during regular office hours, Mon. through Fri. from 8-5. Written comments will be considered and may be forwarded to the City of Grand Ledge Clerk until 5:00 p.m. the day of the hearing. Please call (517) 627-2149 for further information.

Gregory L. Newman, Clerk
City of Grand Ledge

GRAND LEDGE PARKS AND RECREATION COMMISSION
310 Greenwood Street
Grand Ledge, MI 48837
(517) 627-2149

Parks and Recreation Commission Minutes – Regular Meeting

Thursday January 22, 2015
7:00 PM

Council Chambers, City Hall

- I. **Roll Call:** Chair David Smith, Co-Chair Rachel Kurtzsch, Matthew Dale, Marvin Hummel, Chuck Mills, Kim Mulvenna, Jodie Willobee, and Christine Richardson-Beagle

Others Present: Rick Lantz, Chad Brunton, and Adam Smith

- II. **Introduction of Matthew (Matt) Dale, newly appointed P & R Commission Member**

Matt shared with us his personal and professional information. He wishes to be involved with his community and helping where he is needed. He is married with two children (sons) and he works for the State of MI.

- III. **Approval of Regular Agenda**

- A. Thursday, January 22, 2015 regular Parks and Recreation Commission Agenda
Motion made by Rachel, seconded by Chuck with unanimous approval.

- IV. **Approval of Minutes**

- A. Thursday, December 11, 2014 regular Parks and Recreation Commission Minutes
Motion made by Kim, seconded by Jodie with unanimous approval.

- V. **Audience Participation**

None

- VI. **Staff Reports**

- A. **City Recreation Program Status – Adam Smith**

Adam informed us that after holding meetings with various representatives from the three following sports that have 200 plus in registrations, he is making his recommendations:

Youth Baseball – Adam met with Joe Irish; Pony/Colt

There were concerns on the issue of registrations currently being held and the time needed to smoothly transition to a new administration. Adam recommends that the City retains the administration for this sport at this time.

ii. **Flag football – Coach Bird**

Adam felt that the transition from Grand Ledge Parks & Recreation programs to their administration could be transferred in a seamless manner for 2015.

iii. **Swimming – Steve Baker, Athletic Director**

Three quarters of the year, swimming programs and registrations are being conducted by the school. Adam recommends to allow the Grand Ledge High School athletic director (in charge of its pool) the transition to being responsible for the entire year's swimming programs and its registrations for 2015 and thereafter.

Adam stresses that through this transitional process the sports be accessible to all youth, be available at Grand Ledge and be affordable. To this date, these are the only sport's programs that have approached.

A comment was made that Pony/Colt is independent of the city or school.

Adam made further comment that he is looking at all programs and he wishes to not duplicate what another Grand Ledge business is conducting and to fill in the gaps where needed. He is also reviewing the costs and expenditures of all the programs to make the best of what we have regarding budget and expenses.

A question asked of Adam if he needed assistance in his projects and he replied for continuous support of his efforts and to help identify supporters to assist him.

VII. Unfinished Business

A. Motion of Support for Recreation Programming Administration

MOTION:

Grand Ledge Parks & Recreation Commission requests Grand Ledge City Council to approve the transition of the Grand Ledge Parks & Recreation swimming and flag football programs from its administration to the Grand Ledge High School's athletic director regarding the swimming program and to Coach Bird's program regarding flag football.

Rachel motioned. Kim seconded with unanimous approval.

VIII. New Business – Adam Smith – Action item

Fiscal year's 2016 budget committee will meet in February with March's meeting with their recommendations.

Adam is looking into grant funding for the Fitzgerald Field's bleachers.

IX. Communication from Commission

A question was asked of the status regarding the MSU students who presented before us months ago. The reply was that the students needed permission from the owners, which did not transpire.

Rachel will be sharing with Adam Smith our Memo created last year for our Parks & Rec Director.

Rick made a comment for the City to be a clearing house on who to contact when registering for the different sport programs and have it posted on the City's website.

X. Adjournment

Adjourned at 7:32 pm

Motion made by Rachel, seconded by Kim with unanimous approval.

Christine Richardson Beagle,
Secretary

David Smith, Chair

DRAFT