

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

**CITY COUNCIL MINUTES – REGULAR MEETING
MONDAY, 08 FEBRUARY 2016
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 Rick Lantz, Jamie Malecki, Sue Roberts, Thom Sowle, and Don Willems
OTHERS PRESENT – Adam Smith, City Administrator; Gregory Newman, City Clerk; Cheryl Grice, Finance Director / Treasurer; Larry LaHaie, Public Service Director; Eugene Heyl, Sergeant; Susan Stachowiak, Zoning 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, 08 February 2016 City Council consent agenda, as follows:
- i. Financial transactions and bills.
 - ii. Monday, 25 January 2016 regular City Council minutes.
 - iii. Right-of-Way Use Application from the Grand Ledge St. Patrick's Parade Association for the 12 March 2016 St. Patrick's Day Parade.
 - iv. List of surplus equipment to be sold.
 - v. Traffic Control Order #16-1, No Parking (to corner) 400 block, S. Bridge St.

COUNCIL MEMBER ROBERTS MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO APPROVE THE MONDAY, 08 FEBRUARY 2016 CITY COUNCIL CONSENT AGENDA.

COUNCIL MEMBER MALECKI MOVED, COUNCIL MEMBER ROBERTS SECONDED, TO AMEND THE MONDAY, 08 FEBRUARY 2016 CITY COUNCIL CONSENT AGENDA, BY STRIKING ITEM V., TRAFFIC CONTROL ORDER #16-1, NO PARKING (TO CORNER) 400 BLOCK S. BRIDGE ST., AND INSERTING IT AS ITEM IX. E. MOTION CARRIED UNANIMOUSLY.

MOTION TO APPROVED THE MONDAY, 08 FEBRUARY 2016 CITY COUNCIL CONSENT AGENDA, AS AMENDED BY STRIKING ITEM V., TRAFFIC CONTROL ORDER #16-1, NO PARKING (TO CORNER) 400 BLOCK S. BRIDGE ST., AND INSERTING IT AS ITEM IX. E., CARRIED UNANIMOUSLY.

V. APPROVAL OF REGULAR AGENDA

- A. Motion** – To approve the Monday, 08 February 2016 regular City Council agenda.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO APPROVE THE MONDAY, 08 FEBRUARY 2016 REGULAR CITY COUNCIL AGENDA. MOTION CARRIED UNANIMOUSLY.

VI. COMMITTEE AND BOARD REPORTS

A. Planning Commission

Council member Willems reported the Planning Commission continues its work on the Master Plan and various ordinances.

B. Public Art Committee

Council member Malecki reported on the Public Art Committee decision to place a public art piece on the corner of W. Jefferson and Harrison streets at the location of the old Huhn Chevrolet.

VII. STAFF REPORTS

Administrator's Office

Adam Smith, City Administrator, reported on upcoming Fiscal Year Ending 30 June 2017 budget meetings.

Amee King, Assistant City Administrator, reported on new hirings, Abrams Municipal Airport activity, and Fiscal Year Ending 30 June 2017 budget work.

Clerk's Department

Gregory Newman, City Clerk, reported on the Tuesday, 08 March 2016, Presidential Primary, and explained the Charter Commission nomination and election processes.

Finance Department – Revenue / Expenditure Report

Cheryl Grice, Finance Director / Treasurer, reported on transition work from the previous Finance Director / Treasurer.

Police Department

Eugene Heyl, Sergeant, reported on Police Department activities.

Department of Public Services

Larry LaHaie, Public Service Director, reported on his medical leave of absence during January, new hires, and the annual water quality report.

Adam Smith, City Administrator, reported staff is developing an informational flyer about efforts to keep lead out of the City's water supply.

Assessing Department

Adam Smith, City Administrator, reported on assessing activities at the Abrams Municipal Airport and for NorthStar Cooperative, Inc.

Planning and Zoning Department

Susan Stachowiak, Zoning Administrator, reported on building permits and zoning violations, the Planning Commission's approval of a site plan for an addition at 403 N. Clinton St., and the receipt of two site-plans for Capital Bedding in the Grand Ledge Willis Industrial Park and Fieldview Subdivision Phase 5 in the recent 425 Agreement transfer property.

Building Department

Adam Smith, City Administrator, mentioned the building report.

- A. Motion** – To receive and place on file the January 2016 staff reports.

COUNCIL MEMBER ROBERTS MOVED, COUNCIL MEMBER MALECKI SECONDED, TO RECEIVE AND PLACE ON FILE THE JANUARY 2016 STAFF REPORTS. MOTION CARRIED UNANIMOUSLY.

VII. UNFINISHED BUSINESS

IX. NEW BUSINESS

- A. Resolution #06 of 2016** – To approve a proposal and authorize a contract for E. River St. and Franklin St. Reconstruction Project design and construction engineering services.

COUNCIL MEMBER LANTZ MOVED, COUNCIL MEMBER MULDER SECONDED, TO ADOPT RESOLUTION #06 OF 2016, TO APPROVE A PROPOSAL AND AUTHORIZE A CONTRACT FOR E. RIVER ST. AND FRANKLIN ST. RECONSTRUCTION PROJECT DESIGN AND CONSTRUCTION ENGINEERING SERVICES.

Adam Smith, City Administrator, mentioned the Tier 1 priority to improve E. River and Franklin streets.

Larry LaHaie, Public Service Director, reported the pricing reflects total reconstruction of surface and infrastructure, and reported the pricing is the same as the 2014 bid.

MOTION TO ADOPT RESOLUTION #06 OF 2016, TO APPROVE A PROPOSAL AND AUTHORIZE A CONTRACT FOR E. RIVER ST. AND FRANKLIN ST. RECONSTRUCTION PROJECT DESIGN AND CONSTRUCTION ENGINEERING SERVICES, CARRIED UNANIMOUSLY.

- B. Resolution #07 of 2016** – To approve Contract Modification #2 to the contract with the Michigan Department of Transportation for the Jenne St. Reconstruction Project.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER ROBERTS SECONDED, TO ADOPT RESOLUTION #07 OF 2016, TO APPROVE CONTRACT MODIFICATION #2 TO THE CONTRACT WITH THE MICHIGAN DEPARTMENT OF TRANSPORTATION FOR THE JENNE ST. RECONSTRUCTION PROJECT.

Larry LaHaie, Public Service Director, reported this modification reduces the project costs due to less than expected bid quantities.

MOTION TO ADOPT RESOLUTION #07 OF 2016, TO APPROVE CONTRACT MODIFICATION #2 TO THE CONTRACT WITH THE MICHIGAN DEPARTMENT OF TRANSPORTATION FOR THE JENNE ST. RECONSTRUCTION PROJECT, CARRIED UNANIMOUSLY.

- C. Resolution #08 of 2016** – To approve a Municipal Collaboration Contract for Services with Eaton County for grounds maintenance at City parks.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO ADOPT RESOLUTION #08 OF 2016, TO APPROVE A MUNICIPAL COLLABORATION CONTRACT FOR SERVICES WITH EATON COUNTY FOR GROUNDS MAINTENANCE AT CITY PARKS.

Adam Smith, City Administrator, explained the contract covers grounds maintenance at City parks to save the City costs and enhance services at City parks, and mentioned the Parks and Recreation Commission recommends the one-year contract.

The City Council debated the possibility of adding grounds maintenance in the Downtown Development District.

MOTION TO ADOPT RESOLUTION #08 OF 2016, TO APPROVE A MUNICIPAL COLLABORATION CONTRACT FOR SERVICES WITH EATON COUNTY FOR GROUNDS MAINTENANCE AT CITY PARKS, CARRIED UNANIMOUSLY.

- D. Resolution #09 of 2016** – To approve a proposal and authorize a lease agreement for crop farming at Abrams Municipal Airport.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER LANTZ SECONDED, TO ADOPT RESOLUTION #09 OF 2016, TO APPROVE A PROPOSAL AND AUTHORIZE A LEASE AGREEMENT FOR CROP FARMING AT ABRAMS MUNICIPAL AIRPORT.

Adam Smith, City Administrator, explained the need to change lessees, reported on the bid received, and recommended approval of the lease with Clark.

MOTION TO ADOPT RESOLUTION #09 OF 2016, TO APPROVE A PROPOSAL AND AUTHORIZE A LEASE AGREEMENT FOR CROP FARMING AT ABRAMS MUNICIPAL AIRPORT, CARRIED UNANIMOUSLY.

- E. Motion** – To approve Traffic Control Order #16-1, No Parking (to corner) 400 block, S. Bridge St.

COUNCIL MEMBER ROBERTS MOVED, COUNCIL MEMBER MULDER SECONDED, TO APPROVE TRAFFIC CONTROL ORDER #16-1, NO PARKING (TO CORNER) 400 BLOCK, S. BRIDGE ST.

Adam Smith, City Administrator, explained the traffic order prohibits parking to allow a bus pick-up and drop-off location for the Eaton County Community Mental Health services.

The City Council debated the extent of the no-parking order, the possibility of prohibiting parking during certain hours to allow after-hours parking, and the ability to remove the traffic control device if Eaton County Mental Health leaves the location.

MOTION TO APPROVE TRAFFIC CONTROL ORDER #16-1, NO PARKING (TO CORNER) 400 BLOCK, S. BRIDGE ST., CARRIED UNANIMOUSLY.

X. AUDIENCE PARTICIPATION

XI. COMMUNICATIONS FROM THE MAYOR AND COUNCIL

Council member Willems thanked City staff for proactively working on a lead education effort.

Council member Sowle thanked City staff on its quick work on Tier 1 priorities.

Council member Mulder mentioned the 11 - 13 February 2016 Fun on the Rocks activities.

XII. CLOSED SESSION

XIII. ADJOURNMENT

COUNCIL MEMBER ROBERTS MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO ADJOURN THE MONDAY, 08 FEBRUARY 2016, REGULAR CITY COUNCIL MEETING, AT 8:19 P.M. MOTION CARRIED UNANIMOUSLY.

APPROVED 22 FEBRUARY 2016.

Gregory L. Newman, City Clerk

Kalmin D. Smith, Mayor