

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

**CITY COUNCIL MINUTES – REGULAR MEETING
MONDAY, 14 MARCH 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, Thom Sowle, and Don Willems
- OTHERS PRESENT** – Adam Smith, City Administrator; Gregory Newman, City Clerk; Cheryl Grice, Finance Director / Treasurer; Martin Underhill, Chief of Police; Larry LaHaie, Public Service Director; Susan Stachowiak, Zoning Administrator; Ameer King, Assistant City Administrator;

II. PLEDGE OF ALLEGIANCE

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

III. AUDIENCE PARTICIPATION

Mayor Smith presented a proclamation to the Middle School Pompon Team.

Brenda Snow, Capital Area Community Services, Inc., presented information on the programs they offer.

IV. APPROVAL OF CONSENT AGENDA

- A. Motion (from staff)** – To approve the Monday, 14 March 2016 City Council consent agenda, as follows:
- i. Financial transactions and bills (including Eaton County bond payments).
 - ii. Monday, 22 February 2016 regular City Council minutes.
 - iii. Introduce blanket Abrams Municipal Airport T-hangar lease.
 - iv. **Resolution #10 of 2016** – Professional Services Agreement with HydroCorp, Inc., for the Administration of a Cross Connection Control Program.
 - v. Accept Council member Robert's resignation.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER LANTZ SECONDED, TO APPROVE THE MONDAY, 14 MARCH 2016 CITY COUNCIL CONSENT AGENDA.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO AMEND THE MONDAY, 14 MARCH 2016 CITY COUNCIL CONSENT AGENDA, BY INSERTING AS ITEM V. ACCEPTANCE OF COUNCIL MEMBER ROBERT'S RESIGNATION. MOTION CARRIED UNANIMOUSLY.

MOTION TO APPROVE THE MONDAY, 14 MARCH 2016 CITY COUNCIL CONSENT AGENDA, AS AMENDED BY INSERTING AS ITEM V. ACCEPTANCE OF COUNCIL MEMBER ROBERT'S RESIGNATION, CARRIED UNANIMOUSLY.

V. APPROVAL OF REGULAR AGENDA

- A. Motion** – To approve the Monday, 14 March 2016 regular City Council agenda.

COUNCIL MEMBER LANTZ MOVED, COUNCIL MEMBER MULDER SECONDED, TO APPROVE THE MONDAY, 14 MARCH 2016 REGULAR CITY COUNCIL AGENDA. MOTION CARRIED UNANIMOUSLY.

VI. COMMITTEE AND BOARD REPORTS

- A. Grand Ledge Area Emergency Services Authority**

Council member Willems announced Fire Chief Godlewski's retirement.

VII. STAFF REPORTS

Administrator's Office

Adam Smith, City Administrator, reported on the Michigan Municipal Risk Management Authority distributions.

Amee King, Assistant City Administrator, reported she participated in interviewing Police Officer candidates, mentioned she attended the Airport Manager's Conference, and reported on developments to move the smoker behind Crossroads Barbecue and testing the City Hall fire system.

Clerk's Department

Gregory Newman, City Clerk, reported on the Presidential Primary, and mentioned the 19 April 2016 filing deadline for City Council and the 03 Mar 2016 filing deadline for precinct delegate.

Finance Department – Revenue / Expenditure Report

Cheryl Grice, Finance Director / Treasurer, reported on work with the Michigan Municipal Risk Management Authority, the Fiscal Year Ending 30 June 2017 budget, and settling taxes with Eaton and Clinton Counties.

Police Department

Martin Underhill, Chief of Police, extended thanks from the Police Department for the SUV patrol vehicle, reported on a successful St. Patrick's Day parade, explained ongoing work to replace vehicle cameras and the use of grant funds to complete the project, reported on three candidates ready to fill existing vacancies, and addressed the possibility of using body cameras and the history of the camera use by the Police Department.

Department of Public Services

Larry LaHaie, Public Service Director, reported on well #6 maintenance, wastewater treatment plant maintenance, and plowing activities.

Assessing Department

Adam Smith, City Administrator, reported on Assessing department activities.

Planning and Zoning Department

Susan Stachowiak, Zoning Administrator, reported the Planning Commission approved the Capital Bedding site plan and the Fieldstone Farms Phase 5 preliminary site plan, and continues to work on the Master Plan and ordinance amendments.

Building Department

Adam Smith, City Administrator, mentioned the Building department report submitted in the packet.

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

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO RECEIVE AND PLACE ON FILE THE FEBRUARY 2016 STAFF REPORTS. MOTION CARRIED UNANIMOUSLY.

VII. UNFINISHED BUSINESS

IX. NEW BUSINESS

- A. Resolution #11 of 2016** – Notice of Intent to issue Capital Improvement Bonds.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO ADOPT RESOLUTION #11 OF 2016, NOTICE OF INTENT TO ISSUE CAPITAL IMPROVEMENT BONDS.

Adam Smith, City Administrator, explained the resolution is a result of the Tier One Priority to rebuild E. River St., and the “Library” parking lot and various local streets, and explained the intent to issue \$4,500,000.00 in bonds.

MOTION TO ADOPT RESOLUTION #11 OF 2016, NOTICE OF INTENT TO ISSUE CAPITAL IMPROVEMENT BONDS, CARRIED UNANIMOUSLY.

- B. Resolution #12 of 2016** – To approve a Materials Management Agreement with Synagro Central, LLC.

COUNCIL MEMBER LANTZ MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO ADOPT RESOLUTION #12 OF 2016, TO APPROVE A MATERIALS MANAGEMENT AGREEMENT WITH SYNAGRO CENTRAL, LLC.

Larry LaHaie, Public Service Director, explained the historical relationship with Synagro and the written agreement to offer materials management for liquid biosolids from the wastewater treatment plant, and recommended the contract.

MOTION TO ADOPT RESOLUTION #12 OF 2016, TO APPROVE A MATERIALS MANAGEMENT AGREEMENT WITH SYNAGRO CENTRAL, LLC, CARRIED UNANIMOUSLY.

- C. Motion** – To approve Fieldstone Subdivision Phase 5 Preliminary Plat, dated 27 January 2016, contingent upon the conditions contained in the Zoning Administrator’s memorandum dated 08 March 2016.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER LANTZ SECONDED, TO APPROVE FIELDSTONE SUBDIVISION PHASE 5 PRELIMINARY PLAT, DATED 27 JANUARY 2016, CONTINGENT UPON THE CONDITIONS CONTAINED IN THE ZONING ADMINISTRATOR’S MEMORANDUM DATED 08 MARCH 2016.

Adam Smith, City Administrator, explained the subdivision is the first portion of the land included in the recent 425 Agreement and mentioned his notes reflecting a 10-foot sidewalk in the recommendation.

Susan Stachowiak, Zoning Administrator, explained the final plat will be submitted for approval at a later date.

The City Council debated Phase 5 is the final phase of the original subdivision started in Oneida Township.

MOTION TO APPROVE FIELDSTONE SUBDIVISION PHASE 5 PRELIMINARY PLAT, DATED 27 JANUARY 2016, CONTINGENT UPON THE CONDITIONS CONTAINED IN THE ZONING ADMINISTRATOR'S MEMORANDUM DATED 08 MARCH 2016, CARRIED UNANIMOUSLY.

- D. Motion** – To approve a \$150,000 internal loan from the General Fund to the Water and Sewer Fund, with repayment in full by 01 June 2016.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO APPROVE A \$150,000 INTERNAL LOAN FROM THE GENERAL FUND TO THE WATER AND SEWER FUND, WITH REPAYMENT IN FULL BY 01 JUNE 2016.

Adam Smith, City Administrator, explained the loan covers the Water and Sewer Fund Fiscal Year 2016 budget deficit created by required bond payments not being fully covered by rate increases.

MOTION TO APPROVE A \$150,000 INTERNAL LOAN FROM THE GENERAL FUND TO THE WATER AND SEWER FUND, WITH REPAYMENT IN FULL BY 01 JUNE 2016, CARRIED UNANIMOUSLY.

X. AUDIENCE PARTICIPATION

XI. COMMUNICATIONS FROM THE MAYOR AND COUNCIL

Mayor Smith commented on Sue Robert's resignation from City Council and expressed his appreciation of her years of service.

XII. CLOSED SESSION

XIII. ADJOURNMENT

COUNCIL MEMBER SOWLE MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO ADJOURN THE MONDAY, 14 MARCH 2016, REGULAR CITY COUNCIL MEETING, AT 8:14 P.M. MOTION CARRIED UNANIMOUSLY.

**COMMITTEE OF THE WHOLE
MONDAY, 14 MARCH 2016
COUNCIL CHAMBERS, CITY HALL
310 GREENWOOD ST., GRAND LEDGE MI 48837**

- I. ROLL CALL OF COUNCIL** – Mayor Kalmin Smith; Mayor Pro-Tem Keith Mulder; and Council members Rick Lantz, Jamie Malecki, 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;
- II. ANNUAL BUDGET FOR THE FISCAL YEAR ENDING 30 JUNE 2017**

Adam Smith, City Administrator, discussed street, sidewalk, and parking improvements and funding, the Equipment Operating Fund and equipment replacement plan, planned bond payments, the Parks and Recreation Fund, the Grand Ledge Public Schools recreation program administration, the Downtown Development Authority Fund, the Local Development Finance Authority Fund, the Airport Fund, the Water and Sewer Fund, and the Police Department and future unfunded liabilities.

The City Council discussed street, sidewalk, and parking improvements and funding, and the Police Department and future unfunded liabilities.

MAYOR SMITH ADJOURNED THE MONDAY, 14 MARCH 2016, COMMITTEE OF THE WHOLE, AT 9:58 P.M.

APPROVED 28 MARCH 2016.

Gregory L. Newman, City Clerk

Kalmin D. Smith, Mayor