

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

**CITY COUNCIL MINUTES – REGULAR MEETING
MONDAY, 11 APRIL 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 Tom Jancek, 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

Bob Robinson, Eaton County Treasurer, reported on current initiatives to improve communication with local municipalities, mentioned regular County office hours at Delta Township, mentioned the option to purchase dog licenses online, and reported on foreclosed properties in Grand Ledge scheduled for auction on 08 September 2016.

IV. APPROVAL OF CONSENT AGENDA

- A. Motion (from staff)** – To approve the Monday, 11 April 2016 City Council consent agenda, as follows:

- i. Financial transactions and bills.
- ii. Monday, 28 March 2016 regular City Council minutes.
- iii. Quarterly amendments to the Annual Budget for the Fiscal Year Ending 2016.
- iv. Local Government Approval Resolution to recommend a Microbrewer and Small Wine Maker license for Stein Brothers, Inc.

COUNCIL MEMBER LANTZ MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO APPROVE THE MONDAY, 11 APRIL 2016 CITY COUNCIL CONSENT AGENDA.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER LANTZ SECONDED, TO AMEND THE MONDAY, 11 APRIL 2016 CITY COUNCIL CONSENT AGENDA, BY STRIKING ITEMS iii. AND iv., AND INSERTING THEM ON THE REGULAR AGENDA AS ITEMS IX. C. AND D. MOTION CARRIED UNANIMOUSLY.

MOTION TO APPROVE THE MONDAY, 11 APRIL 2016 CITY COUNCIL CONSENT AGENDA, AS AMENDED BY STRIKING ITEMS iii. AND iv., AND INSERTING THEM ON THE REGULAR AGENDA AS ITEMS IX. C. AND D., CARRIED UNANIMOUSLY.

V. APPROVAL OF REGULAR AGENDA

A. Motion – To approve the Monday, 11 April 2016 regular City Council agenda.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER LANTZ SECONDED, TO APPROVE THE MONDAY, 11 APRIL 2016 REGULAR CITY COUNCIL AGENDA. MOTION CARRIED UNANIMOUSLY.

VI. COMMITTEE AND BOARD REPORTS

VII. STAFF REPORTS

Administrator's Office

Adam Smith, City Administrator, reported on the Parks and Recreation Commission's work on updating the Parks and Recreation Master Plan, the Grand Ledge Public Schools' successful recreation program administration, the Jaycee Park and Oak Park grants, and the Jaycee Park Boat Launch project, and mentioned articles in the Grand Ledge Insider.

The City Council discussed the need to move forward with the Jaycee Park Boat Launch project and complete it by the end of the 2016 construction season.

Amee King, Assistant City Administrator, reported on personnel changes in March 2016, the grounds maintenance bid process, and the City Hall fire alarm system.

Clerk's Department

Gregory Newman, City Clerk, reported on the Tuesday, 08 March 2016, Presidential Primary, and other election issues.

The City Council discussed the scheduled voter registration drives at Grand Ledge High School and the options to register to vote.

Finance Department – Revenue / Expenditure Report

Cheryl Grice, Finance Director / Treasurer, reported on delinquent taxes.

Police Department

Martin Underhill, Chief of Police, introduced three new Police Officers, and introduced Kirk Dewitt and presented him with a twenty-five year pin of service.

Arianna Ringold, Zachary Schenider, and Arthur Morrison introduced themselves and thanked the City Council for the opportunity.

Kirk Dewitt thanked the Chief of Police and the City.

Department of Public Services

Larry LaHaie, Public Service Director, reported on Well No. 6 maintenance, ongoing lead testing, and repair and maintenance of the wastewater treatment system.

The City Council discussed the Ferric Chloride tank repair, the lead testing results, and the purchase of new meters capable of radio reads.

Assessing Department

Adam Smith, City Administrator, mentioned the February and March 2016 City Assessor reports in the packet.

Planning and Zoning Department

Susan Stachowiak, Zoning Administrator, reported on the 28 April 2016 Zoning Board of Appeals meeting, the Planning Commission's work on the Master Plan and Zoning Ordinance, the site plan for Capitol Bedding, and the approval of the Speedway site plan.

Building Department

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

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

COUNCIL MEMBER SOWLE MOVED, COUNCIL MEMBER LANTZ SECONDED, TO RECEIVE AND PLACE ON FILE THE MARCH 2016 STAFF REPORTS. MOTION CARRIED UNANIMOUSLY.

VII. UNFINISHED BUSINESS

IX. NEW BUSINESS

- A. Motion** – To receive the proposed Annual Budget for the Fiscal Year Ending 30 June 2017.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER LANTZ SECONDED, TO RECEIVE THE PROPOSED ANNUAL BUDGET FOR THE FISCAL YEAR ENDING 30 JUNE 2017.

Adam Smith, City Administrator, explained the Charter requirement to present the budget at the first City Council meeting in April.

MOTION TO RECEIVE THE PROPOSED ANNUAL BUDGET FOR THE FISCAL YEAR ENDING 30 JUNE 2017, CARRIED UNANIMOUSLY.

- B. Motion** – To set a public hearing for 09 May 2016 on the Annual Budget for the Fiscal Year Ending 30 June 2017 and the property tax millage rate proposed to be levied to support the proposed budget.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER LANTZ SECONDED, TO SET A PUBLIC HEARING FOR 09 MAY 2016 ON THE ANNUAL BUDGET FOR THE FISCAL YEAR ENDING 30 JUNE 2017 AND THE PROPERTY TAX MILLAGE RATE PROPOSED TO BE LEVIED TO SUPPORT THE PROPOSED BUDGET.

Adam Smith, City Administrator, explained the required public hearing on the Annual Budget for the Fiscal Year Ending 30 June 2017.

The City Council debated there is no expected tax increase.

MOTION TO SET A PUBLIC HEARING FOR 09 MAY 2016 ON THE ANNUAL BUDGET FOR THE FISCAL YEAR ENDING 30 JUNE 2017 AND THE PROPERTY TAX MILLAGE RATE PROPOSED TO BE LEVIED TO SUPPORT THE PROPOSED BUDGET, CARRIED UNANIMOUSLY.

- C. Resolution #13 of 2016** – To approve the quarterly amendments to the Annual Budget for the Fiscal Year Ending 2016.

COUNCIL MEMBER LANTZ MOVED, COUNCIL MEMBER MULDER SECONDED, TO ADOPT RESOLUTION #13 OF 2016, TO APPROVE THE QUARTERLY AMENDMENTS TO THE ANNUAL BUDGET FOR THE FISCAL YEAR ENDING 2016.

The City Council debated the water meter replacement program and the Police in-car camera replacement program.

Martin Underhill, Chief of Police, explained the Police in-car camera replacement program.

MOTION TO ADOPT RESOLUTION #13 OF 2016, TO APPROVE THE QUARTERLY AMENDMENTS TO THE ANNUAL BUDGET FOR THE FISCAL YEAR ENDING 2016, CARRIED UNANIMOUSLY.

- D. Resolution #14 of 2016** – Local Government Approval Resolution to recommend a Microbrewer and Small Wine Maker license for Stein Brothers, Inc.

COUNCIL MEMBER LANTZ MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO ADOPT RESOLUTION #14 OF 2016, LOCAL GOVERNMENT APPROVAL RESOLUTION TO RECOMMEND A MICROBREWER AND SMALL WINE MAKER LICENSE FOR STEIN BROTHERS, INC.

Adam Smith, City Administrator, explained the liquor license application for the expected brewery at the old City Hall.

The City Council debated the positive impact on downtown and the availability of additional liquor licenses in Grand Ledge.

MOTION TO ADOPT RESOLUTION #14 OF 2016, LOCAL GOVERNMENT APPROVAL RESOLUTION TO RECOMMEND A MICROBREWER AND SMALL WINE MAKER LICENSE FOR STEIN BROTHERS, INC., CARRIED UNANIMOUSLY.

X. AUDIENCE PARTICIPATION

XI. COMMUNICATIONS FROM THE MAYOR AND COUNCIL

Council member Willems mentioned the Grand Ledge Garden Club wants to officially name the sidewalk “switchback” as “Memorial Walk.”

XII. CLOSED SESSION

XIII. ADJOURNMENT

UNANIMOUS CONSENT TO ADJOURN THE MONDAY, 11 APRIL 2016, REGULAR CITY COUNCIL MEETING, AT 8:34 P.M.

**COMMITTEE OF THE WHOLE
MONDAY, 11 APRIL 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 Tom Jancek, Rick Lantz, Jamie Malecki, and Thom Sowle
– Council member Don Willems was absent

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, reviewed the Water and Sewer Fund, the utility billing rate study and increase, and the water meter replacement and upgrade plan.

The City Council discussed the City's work in replacing underground infrastructure and the rarity of lead water lines in the City.

CONCENSUS TO ADJOURN THE MONDAY, 11 APRIL 2016, COMMITTEE OF THE WHOLE, AT 10:04 P.M.

Gregory L. Newman, City Clerk

Kalmin D. Smith, Mayor

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