

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

**CITY COUNCIL MINUTES – REGULAR MEETING
MONDAY, 13 JUNE 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

Martin Underhill, Chief of Police, led those in attendance in the Pledge of Allegiance.

III. AUDIENCE PARTICIPATION

Mary Stephenson, 13289 Crabapple, commented on the City's response to her concerns about a water spigot located next to her son's grave at Oakwood Cemetery.

IV. APPROVAL OF CONSENT AGENDA

- A. Motion (from staff)** – To approve the Monday, 13 June 2016 City Council consent agenda, as follows:

- i. Financial transactions and bills.
- ii. Monday, 23 May 2016 regular City Council minutes.
- iii. Monday, 23 May 2013 Closed Session minutes.
- iv. Right-of-Way Use Application from the Grand Ledge Area Chamber of Commerce for the 2016 Yankee Doodle Days.
- v. Right-of-Way Use Application from the Grand Ledge Education Foundation for the 2016 Josh Spalsbury Memorial Comet Chase 5K.
- vi. Right-of-Way Use Application from the Duo at the Ledge Races for the 02 July 2016 Duo at the Ledge.
- vii. Approval of the appeal by Chuck Pantera from the Tree Board's lack of action, per the Downtown Development Authority's recommendation.

COUNCIL MEMBER SOWLE MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO APPROVE THE MONDAY, 13 JUNE 2016 CITY COUNCIL CONSENT AGENDA.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO AMEND THE MONDAY, 13 JUNE 2016 CITY COUNCIL CONSENT AGENDA, BY INSERTING AS ITEM VI. A RIGHT-OF-

WAY USE APPLICATION FROM THE DUO AT THE LEDGE RACES FOR THE 02 JULY 2016 DUO AT THE LEDGE. MOTION CARRIED UNANIMOUSLY.

COUNCIL MEMBER LANTZ MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO AMEND THE MONDAY, 13 JUNE 2016 CITY COUNCIL CONSENT AGENDA, BY INSERTING AS ITEM VII. APPROVAL OF THE APPEAL BY CHUCK PANTERA FROM THE TREE BOARD'S LACK OF ACTION, PER THE DOWNTOWN DEVELOPMENT AUTHORITY'S RECOMMENDATION. MOTION CARRIED UNANIMOUSLY.

MOTION TO APPROVE THE MONDAY, 13 JUNE 2016 CITY COUNCIL CONSENT AGENDA, AS AMENDED BY INSERTING AS ITEM VI. A RIGHT-OF-WAY USE APPLICATION FROM THE DUO AT THE LEDGE RACES FOR THE 02 JULY 2016 DUO AT THE LEDGE AND INSERTING AS ITEM VII. A MOTION TO APPROVE THE APPEAL BY CHUCK PANTERA FROM THE TREE BOARD'S LACK OF ACTION, PER THE DOWNTOWN DEVELOPMENT AUTHORITY RECOMMENDATION. MOTION CARRIED UNANIMOUSLY.

V. APPROVAL OF REGULAR AGENDA

A. Motion – To approve the Monday, 13 June 2016 regular City Council agenda.

COUNCIL MEMBER LANTZ MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO APPROVE THE MONDAY, 13 JUNE 2016 REGULAR CITY COUNCIL AGENDA. MOTION CARRIED UNANIMOUSLY.

VI. COMMITTEE AND BOARD REPORTS

VII. STAFF REPORTS

Administrator's Office

Adam Smith, City Administrator, commented on the City's efforts to timely and professionally communicate and address concerns, and reported on the City's website update.

Amee King, Assistant City Administrator, reported on Public Works Supervisor hiring process and the seasonal employee hiring process.

Clerk's Department

Gregory Newman, City Clerk, reported on election cycle preparations, Oakwood Cemetery Rules review, and the legal opinion determining Council member Willems is qualified to run for office in Ward 1.

Finance Department

Cheryl Grice, Finance Director / Treasurer, reported on department head meetings to review the Fiscal Year 2016 budget.

Police Department

Martin Underhill, Chief of Police, reported on increasing activity with the warmer weather, and on Detective James' resignation and Detective Dewitt's appointment.

Department of Public Services

Larry LaHaie, Public Service Director, reported on water system communication problems, seasonal employee activities, sludge hauling, Olivet and Sunfield testing, Oakwood Cemetery activities, and the E. River St. and Russell St. reconstruction project.

The City Council discussed the Memorial Tree Trail cleaning, and the infrastructure improvements included in the E. River St. and Russell St. reconstruction project.

Assessing Department

Adam Smith, City Administrator, reported on the Assessing Department report included in the packet.

Planning and Zoning Department

Susan Stachowiak, Zoning Administrator, reported on code enforcement and compliance activities, and the Planning Commission's continuing work on the Zoning Ordinance and the Master Plan.

The City Council discussed the expected start of the Speedway project by the end of August 2016, and the City's options to reduce the dust from the Speedway site.

Building Department

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

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

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

VII. UNFINISHED BUSINESS

- A. Public Hearing** – On an Agreement for Conditional Transfer of Property and Governmental Functions Pursuant to 1984 P.A. 425 and 1967 P.A. 8.

Adam Smith, City Administrator, explained the Grand Ledge Area Emergency Services Authority's request for a 425 Agreement for its property located in Oneida Township.

MAYOR SMITH OPENED THE PUBLIC HEARING ON AN AGREEMENT FOR CONDITIONAL TRANSFER OF PROPERTY AND GOVERNMENTAL FUNCTIONS PURSUANT TO 1984 P.A. 425 AND 1967 P.A. 8., AT 8:08 P.M.

No public comment.

MAYOR SMITH CLOSED THE PUBLIC HEARING ON AN AGREEMENT FOR CONDITIONAL TRANSFER OF PROPERTY AND GOVERNMENTAL FUNCTIONS PURSUANT TO 1984 P.A. 425 AND 1967 P.A. 8., AT 8:08 P.M.

- B. Resolution #18 of 2016** – To approve an agreement for Conditional Transfer of Property and Governmental Functions Pursuant to 1984 P.A. 425 and 1967 P.A. 8.

COUNCIL MEMBER LANTZ MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO ADOPT RESOLUTION #18 OF 2016, TO APPROVE AN AGREEMENT FOR CONDITIONAL TRANSFER OF PROPERTY AND GOVERNMENTAL FUNCTIONS PURSUANT TO 1984 P.A. 425 AND 1967 P.A. 8.

Adam Smith, City Administrator, explained the agreement approves a 425 Agreement for the Grand Ledge Area Emergency Services Authority property in Oneida Township.

MOTION TO ADOPT RESOLUTION #18 OF 2016, TO APPROVE AN AGREEMENT FOR CONDITIONAL TRANSFER OF PROPERTY AND GOVERNMENTAL FUNCTIONS PURSUANT TO 1984 P.A. 425 AND 1967 P.A. 8, CARRIED UNANIMOUSLY.

C. Resolution #19 of 2016 – To approve a Lease Agreement with the Grand Ledge Area Chamber of Commerce.

COUNCIL MEMBER WILLEMS MOVED, COUNCIL MEMBER LANTZ SECONDED, TO ADOPT RESOLUTION #19 OF 2016, TO APPROVE A LEASE AGREEMENT WITH THE GRAND LEDGE AREA CHAMBER OF COMMERCE.

Adam Smith, City Administrator, explained the Charter requirements for leasing property.

The City Council debated lease of Meeting Room B106 by the Grand Ledge Area Chamber of Commerce.

MOTION TO ADOPT RESOLUTION #19 OF 2016, TO APPROVE A LEASE AGREEMENT WITH THE GRAND LEDGE AREA CHAMBER OF COMMERCE. AYES: JANCEK, LANTZ, MALECKI, SOWLE, SMITH, WILLEMS. NAYS: NONE. MOTION CARRIED UNANIMOUSLY.

D. Resolution #20 of 2016 – From Local Governing Body Accepting a Grant – Acquisition, Project Number TF15-0195.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO ADOPT RESOLUTION #20 OF 2016, FROM LOCAL GOVERNING BODY ACCEPTING A GRANT – ACQUISITION, PROJECT NUMBER TF15-0195.

Adam Smith, City Administrator, explained the grant covers the Oak Park Expansion Project and explained the existing encroachments onto Oak Park by adjacent property owners.

MOTION TO ADOPT RESOLUTION #20 OF 2016, FROM LOCAL GOVERNING BODY ACCEPTING A GRANT – ACQUISITION, PROJECT NUMBER TF15-0195, CARRIED UNANIMOUSLY.

E. Resolution #21 of 2016 – To accept the bid for the 2016 Capital Improvement and Refunding Bonds.

COUNCIL MEMBER WILLEMS MOVED, COUNCIL MEMBER MULDER SECONDED, TO ADOPT RESOLUTION #21 OF 2016, TO ACCEPT THE BID FOR THE 2016 CAPITAL IMPROVEMENT AND REFUNDING BONDS.

Adam Smith, City Administrator, presented a replacement resolution based on today's bid sale, reported on the 1.95% interest rate, explained the projects covered by the bonds, explained the refunding bonds included in the bond issue.

MOTION TO ADOPT RESOLUTION #21 OF 2016, TO ACCEPT THE BID FOR THE 2016 CAPITAL IMPROVEMENT AND REFUNDING BONDS, CARRIED UNANIMOUSLY.

F. Resolution #22 of 2016 – To adopt the Annual Budget and Appropriations Measure for the Fiscal Year Ending 30 June 2017, and the Tax Levy and Rates.

COUNCIL MEMBER WILLEMS MOVED, COUNCIL MEMBER LANTZ SECONDED, TO ADOPT RESOLUTION #22 OF 2016, TO ADOPT THE ANNUAL BUDGET AND APPROPRIATIONS MEASURE FOR THE FISCAL YEAR ENDING 30 JUNE 2017, AND THE TAX LEVY AND RATES.

Adam Smith, City Administrator, presented the final Fiscal Year Ending 30 June 2017 Budget.

MOTION TO ADOPT RESOLUTION #22 OF 2016, TO ADOPT THE ANNUAL BUDGET AND APPROPRIATIONS MEASURE FOR THE FISCAL YEAR ENDING 30 JUNE 2017, AND THE TAX LEVY AND RATES, CARRIED UNANIMOUSLY.

IX. NEW BUSINESS

A. Resolution #23 of 2016 – MERS Retiree Health Funding Vehicle.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO ADOPT RESOLUTION #23 OF 2016, MERS RETIREE HEALTH FUNDING VEHICLE.

Adam Smith, City Administrator, explained the MERS Retiree Health Funding Vehicle to address the City's unfunded retiree health care liabilities.

MOTION TO ADOPT RESOLUTION #23 OF 2016, MERS RETIREE HEALTH FUNDING VEHICLE, CARRIED UNANIMOUSLY.

B. Motion – To amend the Personnel Manual, Article IV, Employee Benefits.

COUNCIL MEMBER WILLEMS MOVED, COUNCIL MEMBER LANTZ SECONDED, TO AMEND THE PERSONNEL MANUAL, ARTICLE IV, EMPLOYEE BENEFITS.

Adam Smith, City Administrator, explained the amendment eliminates the retiree health care benefit for future employees, and explained the need to negotiate the benefit removal from the collective bargaining units.

MOTION TO AMEND THE PERSONNEL MANUAL, ARTICLE IV, EMPLOYEE BENEFITS, CARRIED UNANIMOUSLY.

C. Motion – To amend the Compensation Plan by increasing the Grade and Step Schedule by 2%, effective the first full pay period after 01 July 2016, for full-time employees, equivalent to but excluding those employees subject to collective bargaining agreements.

COUNCIL MEMBER WILLEMS MOVED, COUNCIL MEMBER MULDER SECONDED, TO AMEND THE COMPENSATION PLAN BY INCREASING THE GRADE AND STEP SCHEDULE BY 2%, EFFECTIVE THE FIRST FULL PAY PERIOD AFTER 01 JULY 2016, FOR FULL-TIME EMPLOYEES, EQUIVALENT TO BUT EXCLUDING THOSE EMPLOYEES SUBJECT TO COLLECTIVE BARGAINING AGREEMENTS.

Adam Smith, City Administrator, explained the motion applies the same wage increase to non-union employees as was bargained for union employees.

MOTION TO AMEND THE COMPENSATION PLAN BY INCREASING THE GRADE AND STEP SCHEDULE BY 2%, EFFECTIVE THE FIRST FULL PAY PERIOD AFTER 01 JULY 2016, FOR FULL-TIME EMPLOYEES, EQUIVALENT TO BUT EXCLUDING THOSE EMPLOYEES SUBJECT TO COLLECTIVE BARGAINING AGREEMENTS, CARRIED UNANIMOUSLY.

D. Resolution #24 of 2016 – To approve a bid award for E. River St. and Franklin St. Reconstruction Project.

COUNCIL MEMBER LANTZ MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO ADOPT RESOLUTION #24 OF 2016, TO APPROVE A BID AWARD FOR E. RIVER ST. AND FRANKLIN ST. RECONSTRUCTION PROJECT.

Adam Smith, City Administrator, presented a replacement resolution and the bids received, reported on the bids received, and mentioned the low bidder was also awarded Jenne St. Reconstruction project Phases 1 and 2.

MOTION TO ADOPT RESOLUTION #24 OF 2016, TO APPROVE A BID AWARD FOR E. RIVER ST. AND FRANKLIN ST. RECONSTRUCTION PROJECT, CARRIED UNANIMOUSLY.

X. AUDIENCE PARTICIPATION

XI. COMMUNICATIONS FROM THE MAYOR AND COUNCIL

Council member Malecki commented on the letter from the W. Front St. residents thanking the City Council for the recent traffic control orders addressing parking.

Council member Mulder mentioned the 2016 Yankee Doodle Days.

XII. CLOSED SESSION

XIII. ADJOURNMENT

COUNCIL MEMBER WILLEMS MOVED, COUNCIL MEMBER LANTZ SECONDED, TO ADJOURN THE MONDAY, 13 JUNE 2016, REGULAR CITY COUNCIL MEETING, AT 8:26 P.M. MOTION CARRIED UNANIMOUSLY.

Gregory L. Newman, City Clerk

Kalmin D. Smith, Mayor