



Grand Ledge City Council

**REGULAR MEETING AGENDA
MONDAY, 28 MARCH 2016
7:30 P.M.
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

- II. **APPOINTMENT TO FILL WARD 3 VACANCY**

- III. **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.

- IV. **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.

- V. **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, 28 March 2016 City Council consent agenda, as follows:
 - i. Financial transactions and bills (including payment to E. T. MacKenzie Co. for Consumers Energy sanitary sewer line damage).
 - ii. Monday, 14 March 2016 regular City Council minutes.

- VI. **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, 28 March 2016 regular City Council agenda.

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

- VIII. **STAFF REPORTS** – The City Council may receive reports from various department heads.

Police Department

- IX. 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.
- X. 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.
- XI. 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.
- XII. 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.
- XIII. 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. Once the Closed Session has ended, the City Council will resume the regular meeting.
- XIV. 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, 11 APRIL 2016, AT 7:30 P.M. IN THE COUNCIL CHAMBERS, CITY HALL, 310 GREENWOOD ST., GRAND LEDGE, MICHIGAN.

CUSTOM INVOICE REPORT FOR CITY OF GRAND LEDGE
 CITY COUNCIL MEETING 03/28/16

VENDOR

SORT

NAME	DESCRIPTION	AMOUNT
ABSOPURE WATER	DISTILLED WATER	22.00
ABSOPURE WATER	DISTILLED WATER	11.84
ABSOPURE WATER	DISTILLED WATER	12.72
ABSOPURE WATER	DISTILLED WATER	21.00
AC & E	PORTABLE AT RECYCLE/JC PARK/OAK PARK	234.00
ACE HARDWARE	BATTERIES	5.99
ACE HARDWARE	KEY/TAG PAPER WITH RINGS	32.67
ACE HARDWARE	KEYS	7.56
ACE HARDWARE	LAWN MIX	174.99
ACE HARDWARE	FASTENERS	8.39
ACE HARDWARE	SUPPLIES	27.99
ACE HARDWARE	100' TAPE RULE/TAPE MEASURE	40.98
ACE HARDWARE	BITS/FASTENERS/DRIVE GUIDE	23.36
ACE HARDWARE	MAGLITE	27.99
ACE HARDWARE	KEYS	20.79
APPLIED INDUSTRIAL TECH.	BORE/HUB	478.36
APPLIED INDUSTRIAL TECH.	BORE/ELEMENT	703.70
APPLIED INDUSTRIAL TECH.	ELEMENT	245.87
BARYAMES CLEANERS	UNIFORM CLEANING	242.90
BOYNTON FIRE SAFETY SERVICE	FIRE ALARM CONTROL REPAIR	4,348.67
CITY OF GRAND LEDGE-WATER	310 GREENWOOD - 1701070001	109.65
COMCAST CABLE	ACCT #01721 426570-01-8	4.24
COMCAST CABLE	ACCT #01721 150482-01-8	73.40
CRAIG ELECTRIC	REPAIR POLE	332.00
CRAIG ELECTRIC	REMOVE DECORATIONS DOWNTOWN	1,000.00
CRAIG ELECTRIC	RUNWAY/TAXIWAY LIGHTING REPAIR	400.00
DBI BUSINESS INTERIORS	OFFICE SUPPLIES	60.74
DETROIT PUMP & MANUFACTURING	HOSE/GASKET KIT	591.73
MACKENZIE COMPANY E T	LABOR/EQUIPMENT - SEWER ISSUE	102,740.40
ELHORN ENGINEERING COMPANY	CHLORINE/DEPOSIT	156.50
ENG.	E RIVER/FRANKLIN ST 2/1/16 TO 2/29/16	6,560.00
ETNA SUPPLY INC	FLEXNET COMMAND LINK RETURN	(750.00)
ETNA SUPPLY INC	FLEXNET RECEIVER	750.00
ETNA SUPPLY INC	FLEXNET RECEIVER/COMMAND LINK	1,500.00
ETNA SUPPLY INC	FLEXNET COMMANDLINK	750.00
FIRST PLACE SPORTS INC	UNIFORMS	57.00
FULTON ELECTRONIC SUPPLY	FUSE	4.50
GRAND LEDGE AUTO PARTS INC	AIR FILTER	701.75
GRAND LEDGE AUTO PARTS INC	BATTERIES	98.32
GRAND LEDGE AUTO PARTS INC	BEAM BLADE	34.66
GRAND LEDGE AUTO PARTS INC	STRAP	46.58
GRAND LEDGE AUTO PARTS INC	OIL FILTER	15.68
GRAND LEDGE AUTO PARTS INC	TIRE VALVES	59.41
GRAND LEDGE AUTO PARTS INC	BATTERY	5.42
GRAND LEDGE FORD LINCOLN	REPAIR	148.86
GRAND LEDGE ROTARY CLUB	DUES OCTOBER TO DECEMBER 2015	185.00
GRAND LEDGE ROTARY CLUB	DUES JANUARY TO MARCH 2016	185.00
GRANGER	401 WHITNEY ST - TRASH PICK UP	82.35
GRANGER	109 FITZGERALD PARK DR - TRASH PICK UP	62.59
GRANGER	138 W RIVER ST - TRASH PICK UP	72.24
GRANGER	13253 LAWSON ROAD - TRASH PICK UP	63.12
NEWMAN GREGORY	REIMBURSE EXPENSES	151.01
HAMMOND FARMS	PROSOIL	20.00
HAMMOND FARMS	PROSOIL	40.00
HASSELBRING CLARK	COPY CHARGES	500.76
INTERSTATE BILLING SERVICE	LED MINI'S/BINS/JACKET	503.00
INTERSTATE BILLING SERVICE	UNIFORMS	450.00
KENDALL ELECTRIC INC	FUSES	201.72
LANSING ASPHALT	PAVING MATERIAL	125.00
LANSING ASPHALT	PAVING MATERIAL	890.00
LANSING ICE AND FUEL	ACCT #1-081681	1,292.32

LANSING ICE AND FUEL	FUEL	646.62
MAURER'S TEXTILE RENTAL	RUGS	41.52
MENARDS - LANSING WEST	CAST IRON CASTER	79.96
MENARDS - LANSING WEST	PUMP KIT/TOWELS/PLIERS	81.02
MENARDS - LANSING WEST	WRENCH SET/FLAP DISC	48.43
MENARDS - LANSING WEST	VALVE/BLADE/ORGANIZER/	72.96
MENARDS - LANSING WEST	UTILITY PUMP	54.99
MID MICH BLDG INSPECTIONS, LLC	BLDG PERMITS/INSPECTS 03/11/16	1,638.00
MID MICH BLDG INSPECTIONS, LLC	BLDG PERMITS/INSPECTS 03/18/16	667.00
MYERS PLUMBING & HEATING	WATER SOFTENER WORK	384.00
MYERS PLUMBING & HEATING	REPIPE WATER TO SOFTENER	1,556.00
PITNEY BOWES, INC.	SUPPLIES	18.70
REPCO PAPER, BAGS AND MORE	TOWELS	24.00
SAFETY KLEEN CORP	USED OIL DISPOSAL	147.70
SHAHEEN CHEVROLET	MIRRORS	697.42
MARIER SHARON	COMMUNITY ROOM DEPOSIT	100.00
SHELL FLEET PLUS	ACCT #065 270 068	1,805.42
SNAP-ON INDUSTRIAL	TOOLS	191.20
SOLDAN'S FEEDS & PET SUPPLIES	K-9	29.99
SOLDAN'S FEEDS & PET SUPPLIES	K-9 EXPENSE	32.99
SPORTS STOP, LLC	HATS	204.00
STAPLES BUSINESS ADVANTAGE	CREDIT	(224.94)
STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	222.94
STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	222.94
STAPLES BUSINESS ADVANTAGE	OFFICE SUPPLIES	61.08
STATE OF MICHIGAN	LEIN TOKEN FEE 10/1/15 - 12/31/15	99.00
STATE OF MICHIGAN -MDEQ	BIOSOLIDS LAND APP FEE MI0020800	3,672.31
COTE STEPHANIE	AIR HANDLERS - FEBRUARY 2016	320.00
COTE TIM	CLEANING 03/14/16 TO 03/27/16	550.00
COTE TIM	CLEANING AFTER INDOOR MARKET 03/19/16	80.00
TRUCK & TRAILER SPECIALTIES	LATCH FINGER	34.25
TRUE VALUE HARDWARE	ROLLER COVER/PAINT	13.48
TRUE VALUE HARDWARE	PAINT/BRUSHES/PAIL LINER	49.45
USA BLUE BOOK	PUMP HEAD SERVICE KIT/PUMP TUBE	141.42
USA BLUE BOOK	PUMP HEAD SERVICE KIT RETURN	(51.95)
USA BLUE BOOK	CONNECTORS/ELBOWS	106.02
USA BLUE BOOK	TUBING/COILS/ELBOW	282.04
USA BLUE BOOK	GREASE/HEAD SERVICE KIT/GREASE CARTRIDGE	103.39
USA BLUE BOOK	STENNER PUMP	506.31
VERIZON WIRELESS	ACCT #242013090-00001	182.09
GRAINGER INC W W	DISPOSABLE GLOVES/GREASE	82.40
GRAINGER INC W W	PLATE CASTERS	72.76
GRAINGER INC W W	PLATE CASTERS	(72.76)

TOTAL 141,940.87



Date: March 25, 2016

To: Grand Ledge City Council

From: Larry LaHaie, Public Service Director

RE: Invoice no. 17197- E.T. MacKenzie Co.

Included in the invoices to be approved for payment by City Council at the March 28, 2016 meeting is invoice no. 17197 from the E.T. MacKenzie Co. in the amount of \$102,921.66. Those charges resulted from a repair to a sanitary sewer located on the south side of M-43 along the east bank of Sandstone Creek. A sewage back-up had been reported on Nov. 23, 2016 and was found to have been caused by a break in the pipe as a result of directionally boring a natural gas transmission main, owned by Consumers Energy, back in 2003.

Consumers Energy has committed to covering the expenses incurred for repair of the sewer line, however it is taking longer than expected to get this processed. In the interest of expediting payment to E.T. MacKenzie Co., I am requesting payment of the invoice at this time by the City. The funds will then be re-imbursed once payment is received by Consumers Energy. I will be available at the March 28 meeting to answer any question regarding this matter.

Invoice



From : E. T. MacKenzie Company
4248 W Saginaw Hwy
Grand Ledge, MI 48837
(517) 627.8408

Bill to: City of Grand Ledge
Attn: Larry LaHaie
310 Greenwood
Grand Ledge, MI 48837

Cust #	Description	Invoice #	Invoice Date	Due Date	Contract
706	Sanitary Sewer Repair	17197	12/23/2015	1/22/2016	Lansing Time & Material Proj

Line	Description	Amount
1	Labor and Equipment	95,630.00
2	Trucking and Disposal	3,636.25
3	Materials	3,474.15

Notes:
Please see attached for cost break down.

Subtotal	\$102,740.40
Sales Tax	181.26
Less Retainage	
Total Due	\$102,921.66

LL
101-0.0-040.001

PAID

Labor and Equipment

Date	Item	Qty.	Unit	Unit Price	Total
Set up by-pass pumping					
11/25/15	Foreman with pickup (James)	2.50	HR	\$100.00	\$250.00
11/25/15	Superintendent with pickup (Tom)	4.00	HR	\$100.00	\$400.00
11/25/15	Laborer (Chad)	4.50	HR	\$70.00	\$315.00
11/25/15	Laborer (Tanner)	4.50	HR	\$70.00	\$315.00
11/25 thru 12/18/15	6" diesel pump with 10' of suction hose and 50' of discharge hose	24.00	DAY	\$750.00	\$18,000.00
11/25 thru 12/18/15	440' of additional hose	24.00	DAY	\$90.00	\$2,160.00
Excavate sewer					
11/30/15	Foreman with pickup (James)	8.50	HR	\$100.00	\$850.00
11/30/15	Cat 336 excavator with operator (Markis)	8.50	HR	\$325.00	\$2,762.50
11/30/15	Cat 950 loader with operator (Juan)	8.50	HR	\$195.00	\$1,657.50
11/30/15	Laborer (Pat)	8.50	HR	\$70.00	\$595.00
11/30/15	Laborer (Matt)	8.50	HR	\$70.00	\$595.00
Downtime					
12/1/15	Cat 336 excavator onsite and idle	1.00	DAY	\$475.00	\$475.00
12/2/15	Cat 336 excavator onsite and idle	1.00	DAY	\$475.00	\$475.00
12/3/15	Cat 336 excavator onsite and idle	1.00	DAY	\$475.00	\$475.00
12/4/15	Cat 336 excavator onsite and idle	1.00	DAY	\$475.00	\$475.00
Excavate sewer and install earth retention					
12/7/15	Foreman with pickup (James)	8.00	HR	\$100.00	\$800.00
12/7/15	Cat 336 excavator with operator (Markis)	8.00	HR	\$325.00	\$2,600.00
12/7/15	Cat 950 loader with operator (Juan)	8.00	HR	\$195.00	\$1,560.00
12/7/15	Cat 321 excavator with operator (Craig)	8.00	HR	\$225.00	\$1,800.00
12/7/15	Laborer (Matt)	8.00	HR	\$70.00	\$560.00
12/7/15	Laborer (Pat)	8.00	HR	\$70.00	\$560.00
12/7 to 12/18/15	Earth retention setup: trench boxes, plates, plywood	12.00	DAY	\$800.00	\$9,600.00
12/7 to 12/18/15	Pipe plug, 12", 2 each	12.00	DAY	\$50.00	\$600.00
Dewater excavation and adjust excavation per Consumers' request					
12/8/15	Foreman with pickup (James)	1.50	HR	\$100.00	\$150.00
12/8/15	Cat 336 excavator with operator (Markis)	1.50	HR	\$325.00	\$487.50
12/8/15	Laborer (Pat)	1.50	HR	\$70.00	\$105.00
12/8 to 12/18/15	2" electrical pump with 50' of discharge hose	11.00	DAY	\$200.00	\$2,200.00
12/8 to 12/12/15	Generator, 3.5-6.5 KW	5.00	DAY	\$200.00	\$1,000.00
12/8 to 12/18/15	50' of additional hose	11.00	DAY	\$10.00	\$110.00
12/8 to 12/18/15	Ladder, 32' fiberglass extension	11.00	DAY	\$40.00	\$440.00
Dewater excavation and wait for scheduled appointment with Consumers					
12/9/15	Foreman with pickup (James)	3.00	HR	\$100.00	\$300.00
12/9/15	Cat 336 excavator with operator (Markis)	3.50	HR	\$325.00	\$1,137.50
12/9/15	Laborer (Pat)	3.50	HR	\$70.00	\$245.00
12/9/15	Operator (Juan)	3.50	HR	\$70.00	\$245.00
Perform maintenance on by-pass pump					
12/10/15	Foreman with pickup (James)	2.00	HR	\$100.00	\$200.00

Date	Item	Qty.	Unit	Unit Price	Total
Downtime					
12/10/15	Cat 336 excavator onsite and idle	1.00	DAY	\$475.00	\$475.00
12/11/15	Cat 336 excavator onsite and idle	1.00	DAY	\$475.00	\$475.00
Perform maintenance on by-pass pump					
12/13/15	Foreman with pickup (Dennis)	2.00	HR	\$100.00	\$200.00
12/13/15	Superintendent with pickup (Tom)	2.00	HR	\$100.00	\$200.00
12/13 to 12/18/15	Generator, 75 KW	6.00	DAY	\$1,100.00	\$6,600.00
Perform structural calculations on earth retention per Consumers' requirements					
12/14/15	Licensed engineer (Kevin)	2.00	HR	\$150.00	\$300.00
12/14/15	Professional engineer's stamp	1.00	EA	\$500.00	\$500.00
Adjust earth retention set up per Consumers' request					
12/14/15	Foreman with pickup (James)	1.00	HR	\$100.00	\$100.00
12/14/15	Cat 314 excavator with operator (James)	7.00	HR	\$195.00	\$1,365.00
12/14/15	Cat 336 excavator with operator (Markis)	7.00	HR	\$325.00	\$2,275.00
12/14/15	Cat 950 loader with operator (Juan)	7.00	HR	\$195.00	\$1,365.00
12/14/15	Laborer (Pat)	7.00	HR	\$70.00	\$490.00
12/14/15	Operator (Juan)	3.00	HR	\$70.00	\$210.00
By-pass pump watch					
12/14 to 12/15/15	Operator (Tyler)	13.00	HR	\$70.00	\$910.00
By-pass pump watch and assist Consumers					
12/15/15	Foreman with pickup (James)	1.00	HR	\$100.00	\$100.00
12/15/15	Cat 314 excavator with operator (James)	6.00	HR	\$195.00	\$1,170.00
12/15/15	Cat 336 excavator with operator (Markis)	6.00	HR	\$325.00	\$1,950.00
12/15/15	Cat 950 loader with operator (Juan)	6.00	HR	\$195.00	\$1,170.00
12/15/15	Laborer (Pat)	6.00	HR	\$70.00	\$420.00
12/15/15	Operator (Juan)	6.00	HR	\$70.00	\$420.00
By-pass pump watch					
12/15 to 12/16/15	Operator (Tyler)	13.00	HR	\$70.00	\$910.00
12/16/15	Operator (Juan)	11.50	HR	\$70.00	\$805.00
12/16 to 12/17/15	Operator (Tyler)	13.50	HR	\$70.00	\$945.00
Downtime					
12/16/15	Cat 336 excavator onsite and idle	1.00	DAY	\$475.00	\$475.00
Assist Consumers					
12/17/15	Cat 314 excavator with operator (James)	10.00	HR	\$195.00	\$1,950.00
12/17/15	Cat 336 excavator with operator (Markis)	10.00	HR	\$325.00	\$3,250.00
12/17/15	Cat 950 loader with operator (Juan)	10.00	HR	\$195.00	\$1,950.00
12/17/15	Laborer (Pat)	10.00	HR	\$70.00	\$700.00
12/17/15	Laborer (Matt)	10.00	HR	\$70.00	\$700.00
By-pass pump watch					
12/17 to 12/18/15	Operator (Tyler)	14.00	HR	\$70.00	\$980.00
Repair sewer pipe, clean up, finish grade, and seed & mulch					
12/18/15	Cat 314 excavator with operator (James)	8.50	HR	\$195.00	\$1,657.50
12/18/15	Cat 336 excavator with operator (Markis)	8.50	HR	\$325.00	\$2,762.50
12/18/15	Cat 950 loader with operator (Juan)	8.50	HR	\$195.00	\$1,657.50
12/18/15	Laborer (Pat)	8.50	HR	\$70.00	\$595.00
12/18/15	Laborer (Matt)	8.50	HR	\$70.00	\$595.00
12/18/15	Cat D4 dozer with operator (Brian Smith)	1.50	HR	\$135.00	\$202.50
12/18/15	Foreman with pickup and trailer (Jeff)	3.00	HR	\$100.00	\$300.00
Labor and equipment total					\$95,630.00

Trucking and Disposal

Date	Item	Qty.	Unit	Unit Price	Total
Mob/demob					
11/30/15	Tandem tractor with tri-axle lowboy - 50 ton (ticket B2846709)	1.00	HR	\$175.00	\$175.00
12/7/15	Tri-axle tractor with four axle lowboy - 60 ton (ticket B2839489)	0.50	HR	\$185.00	\$92.50
12/7/15	Tri-axle tractor with four axle lowboy - 60 ton (ticket B2839486)	1.50	HR	\$185.00	\$277.50
12/7/15	Tri-axle tractor with four axle lowboy - 60 ton (ticket B2839488)	2.50	HR	\$185.00	\$462.50
12/7/15	Tandem tractor with tri-axle lowboy - 50 ton (ticket B2846698)	0.75	HR	\$175.00	\$131.25
12/14/15	Tandem tractor with tri-axle lowboy - 50 ton (ticket B2846687)	2.00	HR	\$175.00	\$350.00
12/14/15	Tri-axle tractor with four axle lowboy - 60 ton (ticket B2839767)	0.50	HR	\$185.00	\$92.50
12/15/15	Tri-axle tractor with four axle lowboy - 60 ton (ticket B2952466)	2.00	HR	\$185.00	\$370.00
12/15/15	Tri-axle tractor with four axle lowboy - 60 ton (ticket B2952465)	1.00	HR	\$185.00	\$185.00
12/18/15	Lead - concrete haulaway (ticket 2974610)	1.50	HR	\$120.00	\$180.00
12/18/15	Concrete disposal (ticket 2974610)	25.00	CY	\$1.00	\$25.00
12/18/15	Tri-axle tractor with four axle lowboy - 60 ton (ticket B2839735)	1.50	HR	\$185.00	\$277.50
12/18/15	Tri-axle tractor with four axle lowboy - 60 ton (ticket B2839734)	2.00	HR	\$185.00	\$370.00
12/18/15	Tri-axle tractor with four axle lowboy - 60 ton (ticket B2855187)	2.00	HR	\$185.00	\$370.00
12/18/15	Tri-axle tractor with four axle lowboy - 60 ton (ticket B2855186)	1.50	HR	\$185.00	\$277.50

Trucking total \$3,636.25

Materials

Date	Item	Qty.	Unit	Unit Price	Total
11/30/15	Silt fence (yard stock)	100	LF	\$0.50	\$50.00
12/7/15	6A stone, delivered	40	CY	\$25.00	\$1,000.00
12/18/15	6A stone, delivered	25	CY	\$25.00	\$625.00
12/18/15	12" SDR 26 PVC pipe (yard stock)	10	LF	\$9.00	\$90.00
12/18/15	12" fernco, PLxPL (MPV)	2	EA	\$31.00	\$62.00
12/18/15	Seed, Michigan green	80	LB	\$3.20	\$256.00
12/18/15	Mulch blanket	1200	SY	\$0.70	\$840.00
12/18/15	Mulch blanket staples	1	BOX	\$98.00	\$98.00

Subtotal \$3,021.00

Tax (6 %) \$181.26

Profit and overhead (15%) \$453.15

Material total \$3,655.41

Total \$102,921.66

**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; Amee 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.

Gregory L. Newman, City Clerk

Kalmin D. Smith, Mayor

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