



**REGULAR MEETING
CEDAR SPRINGS CITY COUNCIL
MINUTES**

Thursday, June 8, 2017

7:00 p.m. Meeting

**Cedar Springs City Hall
66 S. Main St.
Cedar Springs, Michigan**

1. Call to Order and Pledge of Allegiance.

2. <u>ROLL CALL:</u>	Mr. Daniel Clark	<u>Present</u>
	Mrs. Pamela Conley, Mayor Pro Tem	<u>Present</u>
	Mr. Jerry Gross Sr.	<u>Present</u>
	Mr. Gerald Hall, Mayor	<u>Present</u>
	Mr. Perry Hopkins	<u>Present</u>
	Mrs. Molly Nixon	<u>Present</u>
	Ms. Rose Powell	<u>Present</u>

3. PUBLIC COMMENTS.

The Council welcomes and encourages the public to speak during the public comment and public hearing portions of the agenda. However, Council policy is to hear the public comment, not to act on the public comment at this time. Concerns brought before the Council during the Public Comment portion of the agenda will be referred to the City Manager for action. If, after communicating with the City Manager, no resolution is reached, the concern will be elevated to the Mayor and then eventually to the Council for action.

Those citizens wishing to speak on agenda and non-agenda items will be allowed a maximum of four minutes each to address their concerns. This is the only time during the Council meeting that citizens are allowed to address the Council. Please state your name and address for the record.

Donna Clark- reported that the library has been very busy since the grand opening. Twenty eight classrooms have visited the new library. The library has also issued 73 new library cards. The summer reading program has 422 people signed up.

4. PUBLIC HEARINGS.

No public hearings scheduled.

5. ADOPTION OF AGENDA.

Motion by **Conley** supported by **Hopkins** to approve the agenda as presented.

Roll Call Vote

7-0

Motion Carried.

6. CONSENT AGENDA.

Councilmembers may request that any or all items be removed from the Consent Agenda. A motion is then in order to adopt all items not removed from the Consent Agenda. Requesting the removal of an item from the Consent Agenda is a prerogative afforded each councilmember and does not require the support of other councilmembers.

A. Approval of the minutes of the Regular Meeting of May 11, 2017.

B. Approval of the Checks Paid Prior #s 39897- 39971	totaling \$192,102.94
and Electronic Transfers	totaling \$1602.50
The total of all checks and transfers is	\$193,705.44

C. Motion to place delinquent utility bills to be on summer taxes

D. Farmers market application form

E. CS Museum Summer Car Show community event application, first review

F. Motion to place delinquent miscellaneous receivables onto the 2017 Summer Taxes and dismiss the two delinquent miscellaneous receivables that are uncollectable.

G. Motion to allow "X-mas in July sidewalk sales" community event to modify and extend their community event application event onto the vacant lot at corner of Ash St. and Main St. with land owner approval.

Motion by **Nixon** supported by **Hopkins** to approve the consent agenda as presented.

Roll Call Vote

7-0

Motion Carried.

7. DISCUSSION ITEMS:

A. DDA recommended to the City Council to reallocate funds from the themed banners to be used for crosswalk signs.

a. DDA recommended to the City Council to implement crosswalk signs for existing crosswalks.

Nixon was ok with the reallocation and suggested a sign that stated "state law yield for pedestrian". **Gross** suggested eliminating the parking spaces nearest the crosswalks for increased safety. **Hall** would like an estimate on the crosswalk signs at the next meeting.

b. Radar Speed signs

Nixon would like to see three radar signs.

B. Library Services Agreement, Grant Area District revision

Donna Clark stated that 16 people were mistakenly added to Grant Township that actually belong to Solon Township when the contract was created. The revision would allow those individuals to be included in the Solon Township Library Services Agreement.

C. Wetland Restoration

- a. North Park
- b. Heart of Cedar Springs
- c. South Peat Environmental LLC licenses

Womack reported that he is waiting on the DEQ for approval.

D. Main Street Reconstruction

Womack stated that Main Street is set to be reconstructed in 2020. It is likely that a bond will be required for this project and he wants to begin setting money aside for this project.

8. ACTION ITEMS:

A. Amateur Radio Field Day Proclamation

Motion by **Conley** supported by **Clark** to proclaim June 24th-25th Amateur radio field days.

Roll Call Vote

7-0

Motion Carried.

B. Motion to Approve June 2017 Budget Amendments

Motion by **Hopkins** supported by **Nixon** to approve the 2017 Budget Amendments as presented.

Roll Call Vote

7-0

Motion Carried.

C. Motion to close 471 library fund and move funds to 271 library fund

Motion by **Hopkins** supported by **Nixon** to close the 471 Fund and transfer the remainder to the 271 Fund.

Gross asked if all the construction has been paid. **Falcon** explained that there was one remaining bill and that the transferred funds could be earmarked for specific projects. She stated that the 471 Fund has met its purpose.

Roll Call Vote

7-0

Motion Carried.

D. Motion to approve the Cedar Springs Public Library lease agreement and direct the City Manager to execute all necessary documents

Motion by **Hopkins** supported by **Conley** to approve the agreement as presented and direct the City Manager to execute all necessary documents.

Womack reported that he has spent significant time on the agreement and finds it to be fair. He stated that Council can approve or deny it and that it will go to the library board for approval.

Roll Call Vote

7-0

Motion Carried.

- E. Motion to approve the creation of a committed Critical Bridge Project budget line item with \$70,000 reserved from the Major Street Fund and \$55,000 from the General Fund equaling \$125,000

Motion by **Hopkins** supported by **Conley** to approve the creation of a committed Critical Bridge Project budget line item with \$70,000 reserved from the Major Street Fund and \$55,000 from the General Fund equaling \$125,000.

Falcon reported that the revenue was budgeted, but was not specifically reserved. \$70,000 should be reserved from the Major Street fund and \$55,000 from the General Fund. The estimated match will be \$500,000. **Nixon** thought the project would be more.

Roll Call Vote

7-0

Motion Carried.

- F. An ordinance to amend Sec. 40-545. – SPECIFIC SIGN (first reading)

Motion by **Nixon** supported by **Hopkins** to approve the ordinance to amend Sec. 40-545. – SPECIFIC SIGN as a first reading.

Womack stated that there will be a couple of changes to the ordinance to clarify the language before the next council meeting.

Roll Call Vote

7-0

Motion Carried.

- G. An ordinance to amend Sec. 40-4. - DEFINITIONS—E—J and Sec.. 40-133. – TABLE OF USES OF THE CODE OF ORDINANCES OF THE CITY OF CEDAR SPRINGS, MICHIGAN (first reading)

Motion by **Hopkins** supported by **Nixon** to approve the ordinance to amend Sec. 40-4. - DEFINITIONS—E—J and Sec.. 40-133. – TABLE OF USES OF THE CODE OF ORDINANCES OF THE CITY OF CEDAR SPRINGS, MICHIGAN as a first reading.

Womack stated he was approached by a new business, but it is not permitted in the area. **Hopkins** reported that it makes sense and will make things easier for local businesses.

Roll Call Vote

7-0

Motion Carried.

- H. Motion to approve the Michigan Dept. of Treasury PA 152 medical benefit plan annual cost limitation amounts which will increase the employee cost of 2-person coverage to \$135 bi-weekly and family coverage to \$139 bi-weekly.

Motion to approve the Michigan Dept. of Treasury PA 152 medical benefit plan annual cost limitation amounts which will increase the employee cost of 2-person coverage to \$135 bi-weekly and family coverage to \$139 bi-weekly.

Falcon reported that this is a common practice it is only to comply with the state requirements. She also stated that because the city is part of the West Michigan insurance pool that our rates were lower.

Roll Call Vote

7-0

Motion Carried.

- I. An ordinance to amend Sec. 36-85. – PENALTY OF THE CODE OF ORDINANCES OF THE CITY OF CEDAR SPRINGS, MICHIGAN (first reading)

Motion by **Conley** supported by **Hopkins** to approve ordinance to amend Sec. 36-85. – PENALTY OF THE CODE OF ORDINANCES OF THE CITY OF CEDAR SPRINGS, MICHIGAN as a first reading

Womack stated that he has been working with Sargent Kelley and exploring the options to assist in enforcing community to pay parking tickets. **Gross** would like to see parking fees change for repeat offenders; first offence \$20, second offence \$30, third offence \$40. **Clark** would like to see what cities of a similar size have for parking enforcement.

Roll Call Vote

7-0

Motion Carried.

- J. Motion to approve the PROFESSIONAL SERVICES AGREEMENT with Infrastructure Alternatives, Inc. and direct city manager to execute all necessary documents

Motion by **Nixon** supported by **Hopkins** to approve the PROFESSIONAL SERVICES AGREEMENT with Infrastructure Alternatives, Inc. and direct city manager to execute all necessary documents

Roll Call Vote

7-0

Motion Carried.

- K. Sidewalk Chalk community event application (request to waive policy 12 due to time constraints)

Motion by **Nixon** supported by **Conley** to approve the Sidewalk Chalk community event application.

Hall reminded council that Policy 12 does not need to be waived for community events.

Roll Call Vote

7-0

Motion Carried.

- L. An ordinance to amend Chapter 2, Article IV, Division 3, Sec. 2-186. – Membership, OF THE CODE OF ORDINANCES OF THE CITY OF CEDAR SPRINGS, MICHIGAN (first reading)

Motion by **Conley** supported by **Hopkins** approve to ordinance to amend Chapter 2, Article IV, Division 3, Sec. 2-186. – Membership, OF THE CODE OF ORDINANCES OF THE CITY OF CEDAR SPRINGS, MICHIGAN as a first reading.

Womack stated that the Planning Commission had a spirited discussion regarding the possible change. The Planning Commission has struggled to keep 9 active members on the board. **Hopkins** stated that the majority of the Planning Commission preferred 9 members. **Nixon** voiced a potential conflict of interest. **Conley** stated that it is not a conflict of interest.

Roll Call Vote

7-0

Motion Carried.

M. Motion to change City Hall hours to Monday thru Thursday 8am to 6pm starting July 10th until October 10th

Motion by **Conley** supported by **Nixon** change City Hall hours to Monday thru Thursday 7:30am to 5:30pm starting July 10th until October 10th.

Womack stated that the city has thought long and hard about this decision. It is the hope that the community will come in before or after work. **Gross** stated that he normally wouldn't get to work early, but would rather have the hours extend into the evening. **Hall** would like the City Manager to make changes administratively if the proposed hours do not work well for the community.

Roll Call Vote

7-0

Motion Carried.

N. 2017-13 A RESOLUTION TO APPROVE CONSUMERS ENERGY AUTHORIZATION FOR CHANGE IN STANDARD LIGHTING CONTRACT – PRAIRIE RUN EXTENSION

Motion by **Conley** supported by **Nixon** to approve 2017-13 A RESOLUTION TO APPROVE CONSUMERS ENERGY AUTHORIZATION FOR CHANGE IN STANDARD LIGHTING CONTRACT – PRAIRIE RUN EXTENSION

Roll Call Vote

7-0

Motion Carried.

O. Motion to remove Sarah Hendricks from Planning Commission.

Motion by **Conley** supported by **Nixon** to remove Sarah Hendricks from Planning Commission.

Roll Call Vote

7-0

Motion Carried.

9. COMMUNICATIONS:

A. DDA 2017 Community Night/Library Grand Opening Input

B. July 31st Local Government official BBQ at Townsend Park 8280 6 Mile Rd, Cannonsburg, MI 49317 at 5 p.m.-7 p.m.

C. GVMC Update 5-26-17

D. July 31st Local Government BBQ

E. Medical Marijuana sample ordinances

10. DEPARTMENT REPORTS:

- A. City Manager.- Will be out of the office on July 30th.
- B. Department of Public Works.
 - a. Infrastructure Alternative's operational and maintenance report.
- C. Police Department
- D. Fire Department.- Monthly inspection have revealed the need for new tires. **Hall** says go ahead with the purchase of the new tires.
- E. City Clerk.
- F. Finance Director/Treasurer.- Collected seven out of the nine delinquent accounts. Also thanked the former employees for help in figuring out the budget.
 - a. Cash Summary Report.
 - b. Revenue/Expenditure Report.
- G. Code Enforcement.
- H. Building Inspection.
- I. Board and Commission Minutes:
 - a. CBDT April 18, 2017
 - b. Library Board Minutes April 24, 2017 & March 27, 2017
 - c.

11. COUNCIL COMMENTS.

- Clark- Had an issue at CTA that he thanked the Kent County Sheriff's Department for.
Powell-Is looking forward to the many events in town; sidewalk chalk contest, car show and the HAM radio event.
- Conley- Was honored that she was able to speak at the library grand opening and the renaissance festival.
- Gross- Thanked the department heads for their hard work and reminded council for the need of a new fire truck.
- Nixon- announced that she rode the #4 truck as a child and realizes the need for a new truck.
- Hall- The farmers market went well and had high attendance.

12. ADJOURNMENT.

Motion by **Hopkins** supported by **Conley** to adjourn at 8:45 p.m.

Voice Vote

7-0

Motion Carried.

Rebecca Newland, City Clerk

Gerald Hall, Mayor