



**Minutes of the Regular Meeting of the
Cedar Springs City Council**

Thursday, February 12, 2015

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

**Workshop
6:15 p.m.**

Members Present: Daniel Clark, Perry Hopkins, Molly Nixon, Rose Ellen Powell, Robert Truesdale, Pamela Conley.

Members Absent: Gerald Hall.

Also Present: City Manager Thad Taylor, City Clerk Linda Christensen, Finance Director Deb Brunett, Fire Chief Marty Fraser, DPW Director Tom Stressman.

The City Manager reviewed agenda items with Councilors. Among the items discussed was the draft policy on agenda item action. Councilors **Clark** and **Conley** had worked on language for the policy which they had earlier distributed to Councilmembers. **Conley** explained the language presented clarification of intent and was an attempt to classify the structure of allowable action of agenda items. **Clark** stated there should be an automatic mechanism in place for action on agenda items. **Conley** stated citizens should have time to give Councilmembers input especially if something new was presented. The policy worked in other communities, she said.

Also discussed was the need for a traffic study on Main Street.

**Meeting
7:00 p.m.**

1. The Meeting was Called to Order by Mayor Pro Tem **Pamela Conley** at 7:00 p.m. The Pledge of Allegiance was recited.

2. ROLL CALL:

Mr. Daniel Clark	Present
Mr. Perry Hopkins	Present
Mrs. Molly Nixon	Present
Mrs. Rose Ellen Powell	Present
Mr. Robert Truesdale	Present
Mrs. Pamela Conley, Mayor Pro Tem	Present
Mr. Gerald Hall, Mayor	Absent

Motion by Powell, supported by Hopkins, to excuse Hall's absence.

VOTE: 6 – 0, Motion Carried.

3. PUBLIC FORUM.

Conley reminded the audience that the meeting was being recorded.

Carolee Cole, Community Building Development Team member, stated the organization had received notice that the North Country Trail was interested in bringing the trail to Cedar Springs asked the City for its support in making that happen.

Kurt Mabie, Community Building Development Team member, asked for an opportunity to sit down with the Council to discuss the City's Master Plan to see that what the group was doing matched the City's objectives. He asked the Council to table action on the Pine Street property that was on the agenda that evening to see if what was planned fit into the master plan. The Community Building Development Team was also interested in the property, he said. The group had raised \$656,000 in donations.

City Manager **Thad Taylor** stated the master plan was scheduled to be updated in the coming year's budget and as a part of that process; he was hoping to include funding for a community visionary planning session.

Patricia Troost, 184 Johnston, stated she was glad to see the meeting was being recorded. She stated that closed meeting sessions had been held the past few meetings and the Council had made decisions with no chance for community input on those decisions. It appeared as though the Council was picking and choosing what it wanted community input on.

4. There were no public hearings.

5. **Motion by Nixon, supported by Hopkins, to approve the agenda with the removal of Item 8B, update on Skinner Field activities by Shawn Kiphart, as Mr. Kiphart was ill and asked to be removed from that evening's agenda.**

VOTE: 6 – 0, Motion Carried.

6. **Motion by Powell, supported by Clark, to approve the Consent Agenda consisting of the following:**

- A. **approval of the minutes of the Regular Meeting of January 8, 2015.**
- B. **approval of the Checks Paid Prior #s 37368 – 37480 totaling \$250,764.67; the February Accounts Payable #s 37481 – 37496 totaling \$100,600.22 and Electronic Transfers totaling \$1,495.37. The total of all checks and transfers was \$352,860.26.**

VOTE: 6 – 0, Motion Carried.

7. Correspondence was offered from the following:

A. a February 2, 2015 letter from Charter Communications.

B, the Right Place Newsletter.

8. UNFINISHED BUSINESS.

A. **Kevin Galloway**, working toward his Eagle Scout badge, provided an update on his proposed project to construct a 20- by 36-square-foot gazebo at Morley Park. He stated he has received \$15,583 toward the \$17,325 needed to construct the structure. He hopes to be able to begin construction this spring, he said.

B. Removed from agenda.

C. Discussion on proposed allowable action on agenda items draft policy. **Clark** and **Conley** discussed the language they had provided to Councilors. Their purpose, they explained, was to provide citizens with the ability to give feedback on issues.

Powell stated that the proposed policy addressed concerns she had always had, that items should not be voted on until citizens had the ability to give input on them.

Taylor asked that he and the Clerk sit down with **Clark** and **Conley** to discuss the proposed changes so that staff could fully understand the direction Council wished to take and the impact it would have on putting together an agenda.

D. Mayoral Business Matters:

1. **Motion by Clark, supported by Powell, to approve the mayoral appointment of Sam Gebhardt to a one-year term on the Downtown Development Authority Board of Directors.**

VOTE: 6 – 0, Motion Carried.

2. **Motion by Truesdale, supported by Hopkins, to approval the mayoral appointment of Stacey Velting to a two-year term on the Board of Review.**

VOTE: 6 – 0, Motion Carried.

9. NEW BUSINESS.

A. Discussion regarding Main Street traffic study:

Hopkins stated he felt a stop sign or crossing walk was needed in the downtown as people have a hard time crossing Main Street because of the traffic.

Clark asked if there were curb cuts along Main Street.

Taylor responded there were not any cuts.

Truesdale asked about crosswalk signage that would yield to pedestrians. A recent traffic count indicated 10,000 cars going in one direction daily.

Nixon asked about a pedestrian walkway over Main Street.

Taylor explained that such a structure might detract from what may be done with the downtown.

Powell suggested having a study done to look at options that might be available. The traffic needed to “calm down,” she said. This was an ongoing project to see what could be done.

Taylor stated there were logistical concerns to be looked at as to how things could be constructed. He suggested getting together some data and giving it to a traffic engineer for his recommendations.

- B. Motion by Truesdale, supported by Hopkins, to approve the purchase of two lap top computers from Zylatech in the amount of \$1,498.00.**

VOTE: 6 – 0, Motion Carried.

- 1. Motion by Clark, supported by Hopkins, to approve Resolution No. 2015 – 05, a resolution amending the 2014 – 15 Fiscal Year Budget.**

VOTE: 6 – 0, Motion Carried.

- C. Motion by Nixon, supported by Clark, to approve the purchase of The Human Resource Module of BS&A Software in an amount not-to-exceed \$4,530.00.**

VOTE: 6 – 0, Motion Carried.

- D. Discussion on allowing the Inner City Christian Federation to acquire City property located at 174 Pine Street:**

Taylor stated he had been directed by Council at last month's meeting to follow up with representatives from the Inner City Christian Federation regarding properties it had expressed interest in acquiring.

Jon Witmir, real estate developer for the group, stated the organization had provided over 450 affordable homes in the past 40 years. Its mission is to create quality, affordable housing. A requirement for construction is access to water and sewer which the Pine Street lot is able to provide, he said.

Truesdale asked why they were no longer interested in the Fifth Street location.

Witmir explained that site had a parking lot in the back of the location and the Pine Street location was a residential area with large side yards.

Construction of a home in that area would fit into the neighborhood, he explained.

Motion by Nixon, supported by Powell, to table action until the March meeting. Councilors want more information regarding the proposed increase to the tax roll should a home be built and proposed donation and purchase costs.

VOTE: 6 – 0, Motion Carried.

- E. Motion by Clark, supported by Hopkins, to approve Resolution No. 2015 – 04, a resolution approving the Yankee Zephyr Racing Promotions Snowmobile Event as a Community Event and to authorize the mayor and clerk to sign the license agreement.**

VOTE: 6 – 0, Motion Carried.

- F. Motion by Nixon, supported by Powell, to approve the purchase of a 2015 Ford pickup truck from Vanderhyde Ford in an amount not-to-exceed \$23,500.00.**

VOTE: 6 – 0, Motion Carried.

- G. Motion by Truesdale, supported by Nixon, to deny a Freedom of Information Request denial appeal dated January 5, 2015.**

VOTE: 6 – 0, Motion Carried.

- H. Motion by Truesdale, supported by Clark, to deny a Freedom of Information Request denial appeal dated February 5, 2015.**

VOTE: 6 – 0, Motion Carried.

- I. Motion by Clark, supported by Nixon, to approve a Service Agreement from FTCH for engineering services for upgrading/replacing the SCADA control and acquisition system in an amount not-to-exceed \$7,500.00.**

VOTE: 6 – 0, Motion Carried.

10. CITY MANAGER'S REPORT.

- A. General Information and Special Project discussed include the following:**

- Open Meetings Act and Parliamentary Procedures Training dates.
- Elected Officials Training.
- MML Workers Compensation Fund.
- Kent County Sheriff Dept. Cedar Springs Staffing.
- Police Department Closing.
- Solon Township Competitive Grant Assistant Program Grant.
- Administrative Assistant resignation.
- Citizen email addresses response.
- Budget preparation.
- Settlement of the Open Meetings Act lawsuit.
- Excessive FOIA requests.
- President's Day closing.

- B. Monthly Department Reports were offered by the following:**

1. Department of Public Works.
 - a. Infrastructure Alternative's operational & maintenance report.
2. Police Department.
3. Fire Department.
4. City Clerk.
5. Finance Officer/Treasurer.
 - a. Cash Summary Report.
 - b. Revenue/Expenditure Report.
6. Professional Code Inspections.
7. Code Enforcement Report.
8. Minutes from the following:
 - a. the January 6, 2015 Planning Commission meeting.
 - b. the November 24, 2014 CS Library Board meeting.

11. COUNCIL COMMENTS.

Hopkins – thanked the DPW for its snowplowing. Had a customer in his shop who wanted more money included in the budget next year for better snowplowing of side streets.

Clark – was glad to see everyone out for that evening’s meeting; needed to do something with the Council computers as they keep losing details during the meeting.

Powell – people should get out and talk to downtown businesses about snowplowing.

Truesdale – thanked everyone for coming out that evening; thanked the Mayor Pro Tem for doing a good job that evening.

Nixon – was super excited the meeting was going to be on the internet; thanked Kevin Galloway for his report.

Conley – thanked the City Manager, Rose Powell and Molly Nixon for getting the Council on the internet; thanked Dan Clark for his help on the Ronny Merlington Policy; thanked the City Manager for working with the City Council; thanked the Fire Department and DPW, she was grateful for all they did for the City.

12. The meeting adjourned at 9:12 p.m.

Linda Christensen, City Clerk

Pamela Conley, Mayor Pro Tem