



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

Thursday, March 12, 2015

**Cedar Springs City Hall
66 S. Main St.
Cedar Springs, Michigan 49319**

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

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

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

The City Manager reviewed agenda items with Councilmembers. Also discussed was the addition of an agenda item for the purchase of hoses, nozzles and supplies for the fire department; the sale or donation of property at 174 Pine St. and preserving City Council videos.

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

1. The Meeting was Called to Order by Mayor **Gerald Hall** 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	Present

3. PUBLIC FORUM.

Betty Truesdale, 141 S. Main St., presented a check to Kevin Galloway, on behalf of the Community Building Development Team. With this donation, Galloway now has the funds necessary to complete his proposed Eagle Scout project.

Sue Wolfe, 15290 Tisdell Ave. gave an update on EnGedi happenings and reminded Councilors of its upcoming fundraiser.

Kathy Bremmer, 205 Maple St., offered comments regarding Councilmembers using their City email accounts. Using personal email accounts demonstrated a lack of transparency, she said. She also stated she was not sure why the Council needed to negotiate a new contract with the Red Flannel Festival. Most festivals were self-sustaining and taxpayer monies should be used to support them, she said.

4. There were no public hearings.
5. **Motion by Conley, supported by Hopkins, to approve the agenda with the addition of Item R and eliminating Item B under New Business.**

VOTE: 7 – 0, Motion Carried.

6. **Motion by Conley, supported by Clark, to approve the Consent Agenda consisting of the following:**
 - A. approval of the minutes of the Regular Meeting of February 12, 2015.
 - B. approval of the Checks Paid Prior #s 37497 – 37572 totaling \$137,007.80; the February Accounts Payable #s 37573 – 37586 totaling \$19,625.99 and electronic transfers totaling \$1,305.42. The total of all checks and transfers was \$157,939.21.

VOTE: 7 – 0, Motion Carried.

7. Correspondence was offered from the following:
 - A. an invitation from The Right Place.
 - B. a newsletter from The Right Place.
 - C. correspondence from the Community Building Development Team including:
 1. Jan. 20, 2015 minutes.
 2. National Park Service letter.
 3. North Country Trail map.
 4. Trail Town checklist.

8. **UNFINISHED BUSINESS.**

A, **Kurt Mabie**, Community Building Development Team member, provided an update on activities with the organization, stating the group had received notice that Cedar Springs had been approved for inclusion as a part of the North Country Trail system; they would be presenting a site plan for the library, amphitheater and rain garden in April and May.

B. **Motion by Nixon, supported by Powell, to donate property located at 174 Pine Street to the Inner City Christian Federation.**

Discussion:

City Manager **Thad Taylor** stated Council had requested information on the value of the property and what revenue the City would realize if the property were put on the tax roll. The City's assessor had the property appraised at \$10,000 with a true cash value of \$20,000. A \$100,000 home on the site would result in approximately \$2,290 annually for tax purposes with the City

realizing approximately \$900 of that amount, he explained. The parcel was a double lot and Inner City Christian Federation was hoping to use the property for one home since the character of the neighborhood was homes with larger lots.

Powell asked if the Inner City Christian Federation would consider building a barrier free home.

John Witmer, Real Estate Developer for the organization, stated it was something they would consider.

Truesdale said he would be more in favor of having two residences built on the parcel.

DPW Director, **Tom Stressman**, stated that while the parcel was a large lot, it was really only one lot, approximately 132- by 132-feet.

Clark said the City's Master Plan called for the development of senior housing and he thought this particular parcel would be good for that type of development.

Nixon said if there was someone who was willing to build that type of development, she would be willing to listen to what he wanted to do; but the Inner City Christian Federation's plans would be a net gain for the City right now – not something that might happen in the future.

Clark stated he was not ready to vote on the issue.

Taylor reminded Councilors that the Pine Street property was zoned Single Family Residential and multi-family use was not allowed under the zoning.

Hopkins said he wanted to see the City's Master Plan followed. If it wasn't going to be followed, then what was the use in having one, he asked.

Truesdale said he felt the Council would be jumping ahead if this was approved.

**VOTE: 3 (Powell, Conley, Nixon) – 4 (Hall, Clark, Truesdale, Hopkins)
MOTION DEFEATED.**

C. Discussion regarding draft policy on proposed allowable action on agenda items:

Clark stated the proposed policy provided for certain items that needed additional discussion time to be brought back to the Council for further discussion before action would be taken.

Conley suggested the item be put on the April agenda for action.

D. There was no mayoral business.

9. NEW BUSINESS.

A. Victor Hansen, President of Display Pack, gave a presentation on his company and its relocation to the former Wolverine World Wide facility on West Street.

B. Removed from the agenda.

C. **Motion by Conley, supported by Clark, to approve the purchase of software and support from Michigan Meter in an amount not-to-exceed \$2,177.00.**

VOTE: 7 – 0, Motion Carried.

- D. **Motion by Conley, supported by Nixon, to approve an engineering agreement with Fishbeck, Thompson, Carr & Huber for the resurfacing of Beech Street in an amount not-to-exceed \$5,700.00.**

VOTE: 7 – 0, Motion Carried.

- E. **Motion by Conley, supported by Nixon, to approve maintenance costs to flow test the ISI Viking Air Packs for the Fire Department from Douglass Safety in an amount not-to-exceed \$1,800.00.**

VOTE: 7 – 0, Motion Carried.

- F. **Motion by Clark, supported by Conley, to approve a quote from Rockford Floor Covering to replace the tile in City Hall in an amount not-to-exceed \$2,540.75.**

VOTE: 7 – 0, Motion Carried.

- G. **Motion by Clark, supported by Truesdale, to approve Resolution No. 2015 – 06, a resolution in support of Proposal 1 for safer roads.**

Discussion:

Conley stated she was not supportive of the proposal. She questioned structured monies going where the legislature said they would go. She felt sales taxes were regressive.

Hopkins said whether the Council approved or disapproved of the proposal, it would be on the ballot and asked why the Council was even voting on it.

Clark said he would love to see more money come to the City over its loss in revenue sharing; but he just couldn't get behind this proposal. It was too convoluted, he stated.

Hall said the State was holding the City hostage. We need our roads fixed.

VOTE: 0 – 7, Motion Defeated.

- H. **Motion by Nixon, supported by Conley, to approve the purchase of additional wireless access points from Zylatech in the amount of \$618.97 as an emergency purchase.**

VOTE: 7 – 0, Motion Carried.

Councilors requested Zylatech officials to be present at the next meeting to allow them the opportunity to ask questions.

- I. **Motion by Clark, supported by Hopkins, to approve payment of \$2,000.00 to Tim Wolfe for a sanitary sewer easement and to authorize the Mayor and Clerk to sign on behalf of the City.**

VOTE: 7 – 0, Motion Carried.

- J. **Motion by Clark, supported by Conley, to approve a water utility easement and access easement with Robert Slager at 202 Beech St.**

VOTE: 7 – 0, Motion Carried.

- K. Discussion regarding a policy on the authority to withhold from Council and the public, reserve for future viewing, edit or copy any part of an entire original video recording created during an open meeting of the Cedar Springs City Council:

Powell said she wanted to see the first recording of the City Council meeting which had been taken at the February meeting. But because of technical difficulties, the City Manager felt it was sub-standard and did not want to put it on the internet. She thought it should be preserved. It was finally able to be copied; but the City Manager had decided it was not worthy, not the City Council. She asked how the recordings were going to be preserved, where they were being stored and how they would be archived.

Hopkins said if one-half of the meeting was missing, it should not be put on the internet.

Clark said there needed to be a protocol.

The mayor requested **Powell** and **Hopkins** to work with the City Manager in putting together language on how the recordings were to be handled.

- L. Discussion on reinstating the Council Finance Committee:

Powell said with so many new members on the City Council she felt she needed a better grasp on how money is being spent and how it is broken down.

Taylor said he has offered the opportunity for councilmembers to come in and meet with the Finance Director and himself to have the budget explained. Councilmembers were directed by the mayor to provide him with feedback before the next meeting. The item will be on the April agenda for further discussion.

- M. **Motion by Clark, supported by Nixon, to approve Resolution 2015 – 07, a resolution to amend the City’s 2014 – 15 Fiscal Year Budget.**

VOTE: 7 – 0, Motion Carried.

- N. **Motion by Conley, supported by Clark, to approve the purchase of a Kubota Mower from Robinson Equipment in an amount not-to-exceed \$16,943.00 and to send the old mower to auction.**

VOTE: 7 – 0, Motion Carried.

- O. **Motion by Conley, supported by Clark, to discuss appointing a committee to negotiate a new contract with the Red Flannel Festival Board at the April Council meeting.**

VOTE: 7 – 0, Motion Carried.

The Mayor requested letters from councilmembers who wish to be appointed to the committee.

- P. Discussion regarding waiving police fees for the 2014 Red Flannel Festival bill:

Conley said it was disconcerting to her that the City told the Festival it could not provide them police services and then they were sent them a bill for it.

Taylor discussed an email between the Acting Police Chief and Festival member Mark Laws.

Nixon requested the hours police officers worked the Festival to be itemized and for the item to be placed on the April agenda for further discussion.

Q. Discussion regarding using the City email accounts versus personal email accounts for City related business or topics:

Hopkins stated he did not want email from councilmembers run through his personal accounts. Councilmembers had been given City email accounts and wanted to know why it wasn't being used.

Conley said she did not use the City email because it didn't work. She wanted to know who was the administer of the email account and the process and protocol on how it was being handled.

Powell said she didn't trust the City email.

Clark stated a protocol was needed and wanted to know how long the email was being held on the server.

R. **Motion by Nixon, supported by Hopkins, to approve the purchase of hoses, nozzles and supplies for the Fire Department from Heiman Fire Equipment in an amount not-to-exceed \$6,041.95.**

VOTE: 7 – 0, Motion Carried.

10. CITY MANAGER'S REPORT.

A. General Information and Special Projects included the following:

- Solon Township Master Plan Update.
- Snowmobile Drag Race Update.
- Administrative Assistant position.
- Insurance Refund.
- West Street Extension.
- Vacation.
- Open Meeting Act and Parliamentary Procedures training.
- 2015-16 Budget Schedule.
- Videotaping of Council meeting.

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 boards and commissions were offered:
 - a. the January 28, 2015 DDA Board of Director's meeting.
 - b. the February 2, 2015 Planning Commission meeting.

c. the January 26, 2015 CS Library Board meeting.

11. COUNCIL COMMENTS.

Clark – apologized to the City Manager about having representatives come in to look at the camera system in the Council chambers. Thanked the City Council and City for allowing him to attend the MML weekender. It was a valuable learning experience.

Powell – noticed that the camera cut off a couple of times that evening.

Conley – continues to be grateful for everyone who makes the numbers work, keeps the water safe to drink and her fellow councilmembers who work very hard; and is grateful for the community.

Nixon – thanked the City Council and everyone who sat through the meeting; thanked the City Manager for helping them work through the video problems.

Truesdale – was pleased with the snowmobile drag race report and was sorry to see the snowmobile museum going to Solon Township.

Hopkins – thanked everyone who came out that evening; those who were hoping to move the community ahead; was looking forward to working on the new master plan.

Hall – thanked everyone for being at the meeting; thanked the people who worked here; there are a lot of good things happening here.

12. The meeting adjourned at 9:59 p.m.

Linda Christensen, City Clerk

Gerald Hall, Mayor