



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

Thursday, October 14th, 2016

7:00 p.m.

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

1. The Meeting was Called to Order by Mayor **Gerald Hall** at 7:00 p.m. The Pledge of Allegiance was recited.

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

3. PUBLIC COMMENTS.

Ted Sabinas- Announced that he was a candidate for school board, asked the Council for their input.

Randy VanDuyn- Thanked City and staff for helping make Red Flannel Festival a success

Steve McBride- Wanted to inquire about old City fire-engine “grandma” and how long it would take to restore, would like to see quarterly update or projected finish date, offered to fundraise or anything else to hasten finish date.

Mark Laws- Thanked Council for being available on RFF, thinks city feels the unity as city hall has improved.

Donna Clark- really enjoyed RFF and being Grand Marshall.

4. PUBLIC HEARINGS.

There were no public hearings.

5. ADOPTION OF AGENDA

Motion by Conley as presented, seconded by Clark.

VOTE: 6 – 0, Motion Carried.

6. CONSENT AGENDA.

Motion by Conley, seconded by Hopkins, to approve all consent agenda items.

VOTE: 6 – 0, Motion Carried.

7. DISCUSSION ITEMS:

A. Recording Council Meetings Policy-Requested by Rose Powell

Powell noticed that meetings weren't being posted regularly and wanted an update from staff. Gross would like to address the recording policy itself in future.

B. OMA, FOIA and Robert's Rules mini-seminar

Council thought City Manager's plans were good and were willing to share insights that they received from their training on November 17th

C. WWTP USDA improvements City Council tour October 21st, 10 a.m.

Contact the City Manager if Councilors interested in the tour of WWTP

D. Hotel Feasibility Study/ Americinn Meeting October 25th, 2016

Conley said she will attend meeting with husband. City Manager cautioned members to not discuss or deliberate at the meeting.

E. 2013 SAW Wastewater Grant and Stormwater Grant

Council happy to hear about receiving Wastewater Grant.

a. Motion to pursue appeal of unawarded Stormwater Grant

Conley made motion to move this motion to item 8I, support by Hopkins

VOTE:6 – 0, Motion Carried.

F. Election workers appointment by Election Commission

Council was notified of the appointment of election workers

G. New Treasurer/Finance Director hired

Council was notified of the appointment of new Treasurer/Finance Director to start around October 24th, 2016.

- H. Cedar Springs Halloween Spooktacular October 31st 3-9 p.m. put on by Chamber of Commerce in Downtown.

Hours for Spooktacular are 4:30 to 7p.m., Council informally approved of City Manager plan to have City Hall open and to hand out candy as part of Spooktacular.

- a. City Trick or Treating hours?

Kids mostly finish by 7p.m., City may consider setting hours next year (2017) and may pursue setting off tornado alarm to start/stop time. Conley asked City Manager to ask other local communities what they do.

- b. Use of community promotion money to purchase Trick or Treat candy.

Council informally approved of City Manager spending \$100 from community promotion fund to purchase candy or seek donations of candy.

- I. Mingle with Kris Kringle Community Event Application

Mr Kephardt and Councilor Hopkins spoke on behalf of Chamber of Commerce-same event as always, have asked for sheriff assistance in escorting Santa, City staff is reviewing application and plans to present to Council for approval in November.

- J. Discuss Motion to approve Resolution 2016 - 29 Brooks property transfer

Staff failed to set public hearing, will set public hearing at November Council meeting and have the resolution ready for approval at that time.

- K. Suspension or modification of City's Policy #12

Council is willing to make changes, would like to see a draft of potential changes including a "minority vote" option.

8. ACTION ITEMS:

- A. Motion to approve IT Right service contract and direct the city manager to execute any and all documents or take any actions required to approve said contract on behalf of the City.

Paul Trinko spoke on behalf of IT Right-discussed service and support contract. Clark asked about what was included in contract, Hall asked

where closest IT Right employee was located to Cedar Springs, Clark asked how many problems would be solved online versus person on site.

VOTE: 6 – 0, Motion Carried.

- B. Motion to approve Election Coordinator contract and direct the city manager to execute any and all documents or take any actions required to approve said contract on behalf of the City.

Gross asked what Ms. Witt was doing additional to warrant pay increase, was informed that she had undertaken additional job responsibilities.

VOTE: 6 – 0, Motion Carried.

- C. Motion to approve Resolution 2016-28, a Resolution in support of the Kent County 911 surcharge fee.

Council asked Chief Fraser and Sergeant Kelley their opinions, both advocated for the surcharge fee. City Manager pointed out that this only supported the surcharge fee but that citizens would vote on it in November

VOTE: 6 – 0, Motion Carried.

- D. Motion to approve Prairie Run Preliminary Site Plan subject to review and approval by Planning Commission, City Planner, City Attorney and City Manager.

Dan Larabel spoke on behalf of Allen Edwin Homes, he spoke about why Allen Edwin Homes had recently considered platting the plan instead of continuing with site plan, stated they would like to continue as site plan at this time. Clark worried that language of this motion removed power from Planning Commission, City Manager clarified that it was just poorly worded it reflected intent of the Planning Commission to adopt recommendations of the City Planner, City Attorney etc.

VOTE: 6 – 0, Motion Carried.

- E. Motion to approve pursuing DNR grant for the Heart of Cedar Springs Boardwalk and direct the city manager to execute any and all documents or take any actions required to pursue said grant on behalf of the City.

City Manager clarified that CBDT would pursue grant on behalf of City in City's name but needed permission to do so.

VOTE: 6 – 0, Motion Carried.

- F. Motion to approve partnering with Kent County to repair North Main Street and direct the city manager to execute any and all documents or take any actions required on behalf of the City.

Stressman spoke about cooperation with County and how it would save City time and money, will look good on EVIP. Money (\$30,000) will come out of Major Street Fund. Council indicated that the road was beat up and could use the work.

VOTE: 6 – 0, Motion Carried.

G. Accept Earla Alber Library Board Resignation

Mayor accepted resignation without objection of Council, Mayor asked City Manager to send a letter or appreciation to Ms. Alber

H. Motion to add Darla Falcon, City Treasurer/Finance Director to all City bank accounts.

City Manager explained that this was added at last second but shouldn't be controversial since this has been done recently for Ms. Newland and Mr. Womack and that City Treasurer/Finance Director was expected to be on all City Bank Accounts.

VOTE: 6 – 0, Motion Carried.

9. CORRESPONDENCE:

A. Kent County Administrator Daryl Delabbio announces June 2017 Retirement after 40 Years of Distinguished Public Service.

B. Medical Marihuana Facilities Licensing Act memo from City Attorney

C. CBDT Report regarding DNR Grant/Boardwalk

D.

E.

10. DEPARTMENT REPORTS:

A. City Manager. Non-discrimination plan February 24, 2014, City Manager out of town October 24th-29th, Lew Bender early March, in discussions with Scott Slavin of DNR regarding White Pine Trail placement and permission, Non-discrimination plan already in place since 2014, just not easy to find on website, spoke at Women's League Luncheon

B. Department of Public Works.

a. Infrastructure Alternative's operational and maintenance report.

C. Sheriff's Department-September 2016 Report

D. Fire Department. **Fraser- library workers were planning on taking down flag pole which has historical and emotional significance, indicated he would call together fire-barn committee soon, \$130,000 private donation available for fire-barn.**

E. City Clerk.

F. Finance Director/Treasurer.

a. Cash Summary Report.

b. Revenue/Expenditure Report.

G. Code Enforcement.

H. Building Inspection.

I. Board and Commission Minutes:

a. Library Board Minutes from 7-16, 8-2-16, 8-22-16, and 9-10-16

b.

c.

11. COUNCIL COMMENTS.

Clark- Capital Campaign video shot in town, thanked RFF for shirt donations for video, City can use the video in promotions.

Powell- Thanks to RFF for everything and stated that she was up for reelection.

Conley- Thanks to RFF, Michele Tracy and Randy VanDuyn.

Gross- Stated he was up for election, gave thanks for Sheriff and Fire Department for RFF support, he spent RFF day watching Rocket Football. Board needs to find financing to do economic development.

Hopkins- Brison Ricker fundraiser at Skinner Field, medical costs are \$50k/month. Thanked City employees and Public Safety staff for their hard work.

Hall- Has heard that Ricker treatments appear to be working and is hopeful. Thanked Council and City Manager for keeping City Hall open on Red Flannel day and thinks future is bright.

12. ADJOURNMENT.

