



**REGULAR MEETING
CEDAR SPRINGS CITY COUNCIL
MINUTES**

Thursday, August 10, 2017

7:00 p.m. Meeting

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

1. The meeting was called to order by Mayor **Hall** at 7:01 p.m. The Pledge of Allegiance was recited.

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. Perry Hopkins	<u>Present</u>
	Mrs. Molly Nixon	<u>Excused</u>
	Ms. Rose Powell	<u>Present</u>
	Mr. Gerald Hall, Mayor	<u>Present</u>

Motion by **Conley** supported by **Hopkins** to excuse Nixon.

Voice Vote 6-0 Motion Carried.

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.

Joel Frank- said that many urban areas have allowed honey bees to be permitted.

Mark Fankhouser- stated that he supports and recommends allowing bees in the city. He has seen a direct increase in the number of flowers from the bees in Mr. Frank's bees.

Donna Clark- stated that Mr. Hall and Mrs. Wheeler helped pop popcorn for the summer reading celebration. She thanked The DPW crew for the help in assembling the Waterslide and bounce house. She stated that the Library will have an event on Friday August 18 for children to use the bounce house and water slide.

Kurt Mable- finishing the last few projects on the library. Paving should be completed in approximately 4 weeks. It is expected to be done before Red Flannel Day.

Gary Nead- presented a petition by members of the community to allow for travel trailers to remain plugged in while not in use. See Attachment A.

A. Andrea Faber-Clean Air Action-provided a short presentation on the Clean Air initiative from the Grand Valley Metro Council.

4. PUBLIC HEARINGS.

None

5. ADOPTION OF AGENDA.

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

Roll Call Vote.

6-0

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 July 13, 2017.

B. Approval of the Checks Paid Prior 39897-39971	totaling	\$254,747.90
and Electronic Transfers	totaling	\$1,733.97
The total of all checks and transfers is		\$256,481.87

C. Motion to authorize Darla Falcon to cast a ballot for re-election for the trustees of the Michigan Municipal League Workers; Compensation Fund.

D. Motion to authorize Michael Womack to be the City of Cedar Springs Voting Delegate at the Annual MML Meeting scheduled for September 13, 2017.

E. Motion to approve resolution 2017-14 A RESOLUTION APPROVING THE KENT COUNTY-OTTAWA COUNTY HAZARD MITIGATION PLAN.

F. Motion to approve the 2017 CBDT Community Event Application August 19, 2017, Second Review.

G. CS Brew Fall Festival Community Event Application October 6-7, 2017 – first review.

H. Yankee Zephyr Community Event Applications for February 16-17 and December 15-16 first review

I. Chamber of Commerce Mingle With Kris Kringle Community event application 12-2-17 first review

J. General Fund Assigned Fund Balance (Late Submission)

K. Red Flannel Community Event Application (Late Submission)

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

Roll Call Vote.

6-0

Motion Carried.

7. DISCUSSION ITEMS:

A. Community Electronic Recycling

a. Advanced Tech Recycling-

i. CRT, computers, printers, monitors, etc no cost

ii. All other electronics .10 cents per pound

iii. Base Rate \$500 box truck or \$1,000 Semi Truck

b. Comp Renew-

i. Price per pound for CRT and other electronics

ii. Base rate of truck \$1000

c. Value City Recycling

i. CRT price per pound no cost for any other device

ii. Base rate \$500-\$750

Clark requested additional information regarding how big the truck will be and the cost for a large event. **Newland** will provide additional information regarding truck size, price and available dates.

B. 2017 – 15 A Resolution to Permit Community Event Applicants to issue temporary business permits

Womack ordinance would temporarily allow applicant to manage the temporary business applications for community events. This would be later followed up with a change in the ordinances. **Gross** stated that this would only be for community events that will have vendors present.

C. Purchasing Policy Guidelines purchase limit increases

a. Federal Procurement language addition next month

Womack the process would be the same for all of purchases from \$501-\$5,000 currently, but the change proposed would increase this limit to \$20,000. **Conley** inquired if the change would impact the local preference policy already in place. **Womack** stated that the change would only be increasing the limit that can be approved by council with three competitive quotes.

Motion by **Gross** supported by **Powell** to amend the purchasing policy to the changes provided by the City Manager up to \$20,000.

Roll Call Vote.

6-0

Motion Carried.

8. ACTION ITEMS:

- A. Keeping of bees and bee hives within the City
 - a. GENERALLY ACCEPTED AGRICULTURAL AND MANAGEMENT PRACTICES FOR BEEKEEPING AND APIARY MANAGEMENT
 - b. Traverse City Bee Keeping Ordinance
 - c. Draft Ordinance

Conley would like to see a set size, maximum number of hives, etc but would like to see Planning Commission decide on the requirements. **Clark** stated that he thought that the neighbors should have a say in the matter, but to allow Planning Commission as the final authority.

- B. Removal of healthy trees from within the City right of way policy

Ducat reported that there was a tree on Cedar and 8th Street that the owner would like to cut down. The tree is reaching into the utility lines, but appears healthy. **Hall** the item has been removed and the individuals may address the council regarding the tree removal.

- C. Planning and Zoning Escrow Policy (Revised Policy)

- a. RESOLUTION NO. 2017 – 16 A RESOLUTION APPROVING THE CEDAR SPRINGS ESCROW FUND POLICY

Womack stated that the policy is needed to help protect the city from paying bills that have incurred from projects that do not pay their bills. Planning Commission recommended to approve the policy subject the language clarifying the minimum escrow balance regarding the projects less than \$10,000.

Motion by **Hopkins** supported by **Clark** to approve Resolution 2017-16 A Resolution Approving the Cedar Springs Escrow Fund Policy changed so that projects under \$10,000 have a minimum balance of \$250 in escrow.

Roll Call Vote.

6-0

Motion Carried.

- D. Policy #17 Minority postpone to certain time Motion Policy

- a. Two person minority
- b. One person minority

Womack would like to get rid of policy 12 and replace it with a 2 person minority policy. **Gross** inquired if a one person filibuster could happen if there was just a one person minority.

Motion by **Hopkins** supported by **Powell** to table Policy 17 until the next month's meeting.

Roll Call Vote.

6-0

Motion Carried.

E. An ordinance to amend Sec. 40-545. – SPECIFIC SIGN- Third Reading---

Cannot be adopted yet because the public hearing is scheduled for 9-5-17

F. An ordinance to amend Chapter 4 – Alcoholic Liquors of the Code of Ordinances of the City of Cedar Springs, Michigan (Prohibiting Smoking in Public Parks) - Second Reading and Passage

Hopkins still is too blanket and it gives the police the power to mess with someone. **Womack** stated that it is Sargent Kelley's intent to educate the public. **Gross** stated all law has to allow for discretion of the officer and that this gives them the opportunity to require a civilian to put out a cigarette that is not in a designated smoking area. **Clark** said that he thought those who are smokers should have the liberty to smoke in public.

Motion by **Conley** supported by **Gross** to approve ordinance to amend Chapter 4 – Alcoholic Liquors of the Code of Ordinances of the City of Cedar Springs, Michigan (Prohibiting Smoking in Public Parks) at the Second Reading.

Clark No
Conley Yes
Gross Yes
Hopkins No
Powell Yes
Hall Yes

Roll Call Vote.

4-2

Motion Carried.

G. AN ORDINANCE TO AMEND CHAPTER 40 Sec. 40-49 (25) and Sec. 40-49(27). – SITE PLAN - First Reading

Hall it is currently a problem if a homeowner gets a building permit and then begins building they could start building over lot lines. This would help prevent the homeowner from building on or over their lot lines.

- H. Planning Commission Applications
 - a. McGrath
 - b. Nixon

c. Race

Hall appointed Mrs. Race to Planning Commission effective 8-10-2017.

I. Motion to approve amendments to Fee Schedule

Motion by **Hopkins** supported by **Clark** to approve the fee schedule amendments as presented.

Roll Call Vote.

6-0

Motion Carried.

J. Motion to approve the Cedar Springs-Grand Rapids Township- Property Assessment Agreement renewal

Motion by **Conley** supported by **Hopkins** to approve the Cedar Springs-Grand Rapids Township- Property Assessment Agreement renewal.

Roll Call Vote.

6-0

Motion Carried.

K. Motion to approve of using 2017-2018 capital replacement fund to replace the second floor drain sump pump and two (2) spare valve actuators at the Waste Water Treatment facility (Late Submission)

Motion by **Hopkins** supported by **Clark** to approve of using 2017-2018 capital replacement fund to replace the second floor drain sump pump and two (2) spare valve actuators at the Waste Water Treatment facility.

Roll Call Vote.

6-0

Motion Carried.

9. COMMUNICATIONS:

A. None

10. DEPARTMENT REPORTS:

A. City Manager- Was going to attend the Planning Commission Training, but cancelled it because there weren't any open hotel rooms. The speed and crosswalk signs have been installed. The electric is has been competed to the Morley Park Pavilion.

B. Department of Public Works.

a. Infrastructure Alternative's operational and maintenance report.

C. Police Department

D. Fire Department.- The new fire station is still a work in progress. The Antique fire truck is ready for paint and reassembly, but will likely not be ready for Red Flannel Day.

E. City Clerk.- Reported that the city changed shredding services and that the City will be getting a return on the post renewal dividends from the MML.

- F. Finance Director/Treasurer.- The audit is coming up in a couple of weeks.
 - a. Cash Summary Report.
 - b. Revenue/Expenditure Report.
- G. Code Enforcement.
- H. Building Inspection.
- I. Board and Commission Minutes:
 - a. Library Board Meeting June 26, 2017 and June 30, 2017

11. COUNCIL COMMENTS.

Clark likes the speed sign, but reported that it was malfunctioning while he was mowing the grass at the Library.

Powell thanked everyone for the hard work they do and stated she was a proud citizen of the City.

Conley welcomed the new DPW Director and thanked the Planning Commission for all of their hard work.

Gross thanked everyone for the hard work that they do.

Hopkins said that there have been many businesses that have approached him in regards to placing lights on the trees on Main Street. The Mayor has volunteered to help install the lights. He also noted that the Chamber of Commerce will not be hosting the Halloween Spooktacular.

Hall it takes a team effort for all the work we do. Thank you to everyone.

12. CLOSED SESSION.

A. Motion to go into closed session to consider a one year personnel evaluation of the City Manager at the City Manager's request.

B. Motion to reconvene into Open Session

Hall stated that Mr. Womack has done a wonderful job in his first year. **Conley** said that the meeting was moved, but it is not a reflection of the Manager's performance.

Motion by **Hopkins** supported by **Powell** to table the closed session for the one year personnel evaluation of the City Manager until next month.

Voice Vote.

6-0

Motion Carried.

13. ADJOURNMENT.

Motion by **Hopkins** supported by **Conley** to adjourn the meeting at 9:19 p.m.

Rebecca Newland, City Clerk

Gerald Hall, Mayor

Attachment A

We the undersigned would like to have the City ordinance regarding travel trailers parked on private property changed to allow for trailers to be plugged in to electricity. Because it takes about two days to get your refrigerator cold, and we would be in violation of the ordinance. Also it keeps the Batteries fully charged.

- | | |
|----------------------|----------------------|
| 1 Gary Reed | x16 Chita Cook |
| 2 Betty Lou Morris | 17 Erin Mendith |
| 3 Linda Reed | x18 Erik & Kaycee |
| 4 Amy Jo Hall | 19 Emerson Brown |
| 5 Rena Hooynga | 20 Pamela E Brown |
| 6 Tracy Randall | x21 Michael P. Brown |
| 7 Tom Radell | x22 Kams Brown |
| 8 Raymond Tompkins | 23 Stacey Veltung |
| 9 Unkelt Lupton | 24 Leonard Cadwell |
| x10 Ouyke Bercose | 25 Lynda Cadwell |
| 11 Cheryl Babcock | 26 Lucy Wright |
| 12 Rosalind Melstyre | 27 Mike Wier |
| 13 Edwin Melstyre | 28 |
| 14 Shawn Holtrap | 29 |
| 15 Delaney Dubeca | 30 |