



**REGULAR MEETING
CEDAR SPRINGS CITY COUNCIL
MINUTES**

Thursday, April 12, 2018

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>	Mrs. Lisa Atchison	<u>Present</u>
	Mrs. Pamela Conley, Mayor Pro Tem	<u>Present</u>
	Mr. Jerry Gross Sr.	<u>Present</u>
	Mr. Perry Hopkins	<u>Absent</u>
	Mrs. Molly Nixon	<u>7:11pm</u>
	Ms. Rose Powell	<u>Present</u>
	Mr. Gerald Hall, Mayor	<u>Present</u>

Motion by **Gross** supported by **Atchison** to excuse Hopkins.

Voice Vote

5-0

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 if you would like.

Donna Clark reported that the library has received over \$1,400 in donations in memory for Evelyn Bliss. She also reminded the council that the Summer Reading Program has no budget and is run entirely on donations.

Mark Huizenga stated that he is visiting as the Mayor of Walker and is also running for the 74th District House Representative.

Jim Frank said that he is available for any questions regarding the MI Cheap Runs Event.

Kim Gillow provided an update on Howard Christensen Nature Center. Memberships and donations can be made at howardchristensen.org

4. PUBLIC HEARINGS.

A. None.

5. ADOPTION OF AGENDA.

Motion by **Nixon** supported by **Conley** to approve the Agenda.

Voice 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 March 8, 2018 and the Special Meeting March 27, 2018.

B. Approval of the Checks Paid Prior #s 40790-40848 totaling \$321,154.09
and Electronic Transfers totaling \$ 2,169.38
The total of all checks and transfers is \$323,323.47

C. Motion to adopt Ordinance 204 To Amend 40, Article IV, Division 2, Sec 40-447.-
Landscaping Requirements Of The City Code Of Ordinances at second reading.

- D. Motion to adopt Ordinance 205 To Amend 40, Article II, Division 2, Sec 40 47-59.-Site Plan Requirements Of The City Code Of Ordinances at second reading.
- E. Motion to adopt Ordinance 206 To Amend 40, Article II, Division 2, Sec. 40-570. - Application Procedures Of The City Code Of Ordinances at second reading.
- F. Motion to adopt Ordinance 207 Ordinance To Amend Article III, Division 13, Sec 40-408.-Table of District Regulations of The City Code of Ordinances at second reading.
- G. Motion to adopt revised Planning Commission Bylaws dated March 6, 2018.
- H. Motion to approve and authorize the 2018-2019 Nelson Township Fire Protection Services Agreement.
- I. Motion to set public hearing for the 2018-2019 Budget for May 10, 2018.
- J. Motion to approve Resolution 2018-10 A Resolution To Collect 100% Of The Kent Intermediate School District Property Tax In The Summer Of 2018 As Requested Pursuant To Act 451, Public Acts Of Michigan, 1976, As Amended
- K. Motion to approve Resolution 2018-11 A Resolution In Support Of Placing The Main Street Bridge Structure Number 5185 On The MDOT Local Agency Program Priority List.
- ~~L. Motion to adopt Resolution 2018-12 A Resolution Of Intent To Work Toward Implementation Of Recommendations Necessary To Receive Redevelopment Ready Communities (RRC) Certification~~
- M. Motion to adopt Resolution 2018-13 A Resolution To Approve Amendment No. 40 In The Articles Of Incorporation Of The Grand Valley Metropolitan Council.
- N. Motion to approve the Bee Keeping Application and \$100 Application fee.
- O. Motion to approve and authorize K&A painting of City Hall Offices in an amount not to exceed \$10,000.
- P. Motion to approve and authorize the Municipal Lease Agreement and Maintenance Agreement for Applied Imaging to begin July 1, 2018.
- Q. Motion to approve and authorize FTCH Professional Services Agreement for the 2018 Sidewalk Project.

Motion by **Conley** supported by **Powell** with the removal of Item L from the consent agenda and moving it to 7C action items.

Voice Vote

6-0

Motion Carried.

7. ACTION ITEMS:

- A. Deputy Finance Director Oath of Office- Andrea VanSetters
- B. Motion to approve the Revised Cedar Springs Summer Celebration Community event Application for June 15th, June 16th and 17th at the second reading.
 - a. List of potential events
 - b. Event Map

Powell stated that the application is not completed. **Atchison** questioned where the porta potties would be placed for the event.

Motion by **Gross** supported by **Conley** to table the Revised Cedar Springs Summer Celebration Community Event to the next City Council meeting.

Roll Call Vote

6-0

Motion Carried.

- C. Motion to adopt Resolution 2018-12 A Resolution Of Intent To Work Toward Implementation Of Recommendations Necessary To Receive Redevelopment Ready Communities (RRC) Certification

Womack stated that the MEDC developed a program to identify ways to redevelop cities and clarified that there is no direct additional cost to the city.

Motion by **Conley** supported by **Powell** to adopt Resolution 2018-12 A Resolution Of Intent To Work Toward Implementation Of Recommendations Necessary To Receive Redevelopment Ready Communities (RRC) Certification

Roll Call Vote

6-0

Motion Carried.

8. DISCUSSION ITEMS:

- A. Preliminary Budget
 - a. Proposed 18-19 Budget, Fund Balance's and CIP
 - b. Year each Bond Payment expires

Falcon explained the difference between cash on hand and assets.

- B. Quarterly Water Meter Reading Review

Womack reported that the water meter replacements have been going well. Carried Rodwell has been doing a great job with customers as they come in.

- C. Community Event Application for Cedar Springs Library June 11th, 2018 –First Reading.

Powell stated that the bottom of the application is incomplete.

- D. Community Event Application for Alpha Family Center Life walk June 16th, 2018 – First Reading.

Womack stated that there would not be a need for police coverage for the walk because participants will be using crosswalks.

- E. Community Event Application for Grand Rapids Amateur Radio Association June 23-June 24, 2018 – First Reading.

Womack reported that the applicant has held the event without incident in the past. **Nixon** stated that she enjoyed the event last year.

- F. Community Event Application for Michigan Cheap Runs on July 1, 2018 – First Reading.

Jim Frank reported on his proposed community event. He stated that participants can sign up at runsforcheap.com and that strollers are permitted, but dogs were not allowed.

- G. REU Study-preliminary meeting June 12th, study to be worked on June 25th-26th.

Womack reported that the rate study is expected to improve the old system of water billing.

- H. 2018 International Property Maintenance Code

Womack stated that the last update was in 2006 and that he would like to update the ordinances to reflect the current International Property Maintenance Code.

- I. Emergency Sewer Replacement on Muskegon between 5th and 7th streets expected to cost about \$96,000.

- A. Expected to take 3 weeks starting April 16th.
- B. Emergency repair cost approximately \$28,000
- C. Water and Sewer Fund balances-10 year trend

Motion by **Nixon** supported by **Powell** to support the assessment of the emergency sewer replacement of Muskegon between 5th and 7th streets.

Roll Call

6-0

Motion Carried.

9. COMMUNICATIONS:

- A. Citizen Planner Training
- B. Kent County March 2018 Newsletter
- C. Fire Shirt- \$16 or \$18 each
- D. PASER Ratings
- E. GVMC Update
- F. Main Street Flower Box Gardening

10. DEPARTMENT REPORTS:

- A. City Manager reported that he will be planning a vacation for August and October. He also adopted a new puppy.
- B. Department of Public Works.
 - a. Infrastructure Alternative's operational and maintenance report.
- C. Police Department
- D. Fire Department.
 - a. ISO Ratings-improved its ISO rating from a 5 to a 4. He suggested homeowners contact their insurance company to see if there is a rate adjustment for the change. The Rating went into effect in March 2018.
 - b. Community Night Fire Department Poster Board
- E. City Clerk stated that she would not be at the next City Council meeting. Also reported that the city will be holding an active shooter training on July 19th.
 - a. 2016 CC Minute Index
 - b. 2017 CC Minute Index
 - c. Recycling Guide
- F. Finance Director/Treasurer.
 - a. Cash Summary Report.
 - b. Revenue/Expenditure Report.
 - c. Balance Sheet
- G. Code Enforcement.
- H. Building Inspection.
- I. Board and Commission Minutes:
 - a. Library Board - February 26, 2018.
 - b. Parks and Rec Board – March 5, 2018

11. COUNCIL COMMENTS.

Atchison reported that it is getting easier to understand the role of a city council member.

Powell stated that she enjoys the trail patrol and being an ambassador for Cedar Springs. She also encouraged everyone to read the Kent County Newsletter and participate in the smart 911 initiative.

Conley thanked the City Manager for his work on the water emergency. Water is something that the public does not see regularly. She also donated her birthday to the garden club who is working to raise \$2,000.

Gross thanked everyone for what they do.

Nixon was grateful for the volunteer spirit of the community.

Hall thanked staff for all of their hard work. He stated that there “is no ‘I’ in team”. He also reminded everyone of Community Night and that there were shirts available for purchase to support the fire department. He also reminded that City Council Nomination petitions are due April 24th no later than 4pm.

12. ADJOURNMENT.

Hall adjourned the meeting at 8:45pm.

Rebecca Newland, City Clerk

Gerald Hall, Mayor