



**REGULAR MEETING
CEDAR SPRINGS CITY COUNCIL**

MINUTES

Thursday, December 13, 2018

7:00 p.m. Meeting

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

1. Mayor **Hall** called the meeting to order at 7:00 pm and the Pledge of Allegiance was recited.

2. <u>ROLL CALL:</u>	Ms. Lisa Atchison	<u>Present</u>
	Mrs. Pamela Conley, Mayor Pro Tem	<u>Present</u>
	Mr. Jerry Gross Sr.	<u>Present</u>
	Mrs. Molly Nixon	<u>Present</u>
	Ms. Rose Powell	<u>Present</u>
	Mrs. Renee Race	<u>Present</u>
	Mr. Gerald Hall, Mayor	<u>Present</u>

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.

Bonnie Winter stated that she had been working with the City Manager regarding the water leak at 271 7th Street. She stated that she did not demand that the water bill be reduced, but wanted to know the options to help resolve the \$1,300 water bill. She stated that actual reads each month may have helped them notice the leak sooner. She requested that the City Council forgive the late fees and the capital improvement expense.

Kurt Mabie reported that the CBDT will be working to pour the amphitheater base soon.

Austin Hilyer stated that he is the current renter of 271 7th Street. He said that he did not know that the water bills were estimates and that the leak is now fixed.

Perry Hopkins Thanked the Mayor, Mayor Pro Tem, and the City Manager for attending the tree lighting ceremony. He requested that the City Council consider retrofitting the street lamps on Main Street. He hoped that relighting the lamps would increase the walkability of downtown.

Mike Skydema repaired the distorted flapper at 271 7th Street. He stated that if you are not an experienced homeowner you will likely not notice the leak.

Dana Hilyer asked the council to consider reducing the water bill at 271 7th street. She has lived in the community for 20 years and has enjoyed living in the city.

A. 271 7th Street water/sewer bill

Womack stated that he is tasked with upholding the law. He stated that the Supreme Court ruled that public funds cannot be used to pay water usage. **Atchison** would like to reduce the bill legally. **Conley** reminded that the payment plan could be stretched out over a long period of time if needed. **Nixon** reported that she feels bad for the citizen, but that the City does not make money off of the water system. **Hall** stated that the City is unable to give water away. He makes it a practice to replace the seal when he replaces the batteries in his smoke detectors.

4. PUBLIC HEARINGS.

A. None.

5. ADOPTION OF AGENDA.

Motion by **Conley** seconded by **Powell** to move agenda item 7B to 8D.

Roll Call Vote

7-0

Motion Carried.

Motion by **Gross** seconded by **Atchison** to approve the agenda as revised.

Roll Call Vote

7-0

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 Special Meeting November 1, 2018 and the Regular Meeting November 8, 2018.
- B. Approval of the Checks Paid Prior #s 41564 thru 41487 totaling \$219,839.74 and Electronic Transfers totaling \$3,038.52. The total of all checks and transfers is \$222,878.26.
- C. Motion to approve Ordinance 214 Zoning Ordinance to modify Chapter 40 adding 40-468(a) (3) and 40—686(e) at the second reading as recommended by the Planning Commission.
- D. Motion To Approve Ordinance 215 Amendment To Modify Chapter 10- Buildings And Building Regulations. That The Code Of Ordinances Of The City Of Cedar Springs Is Amended To Add A New Article V, Vacant Or Abandoned Structures - Second Reading
- E. Motion to approve Resolution 2018-32 A Resolution To Award The Bid For The Library Snow Blockade System to West Michigan Exteriors in a price not to exceed \$12,965
- F. Motion to approve the following Mayoral Appointments:
 - a. Planning Commission
 - i. Shandell Napieralski (2019-2021)
 - ii. Gerald Hall (2019-2021)
 - iii. Remove Renee Race (2017-2019)
 - iv. Appoint _____ (2017-2019)
 - b. DDA Board of Directors/Brownfield Committee
 - i. Gerald Hall (Mayor Established by statute)
 - ii. Sam Gebhardt (2019-2021)
 - iii. Rose Powell (2019-2021)
 - c. Board of Review
 - i. Joe Jernigan (2019-2020)
 - ii. Shandell Napieralski (Alternative) (2019-2020)

- iii. Art Probst (2019-2020)
 - iv. Stacey Velting (2019-2020)
- d. Election Commission
 - i. Shandell Napieralski (2019)
 - ii. Rebecca Johnson (2019)
 - iii. Stacey Velting (2019)
- e. IFT Advisory Committee
 - i. Mayor Gerald Hall (2019)
 - ii. Kathy Bremmer (2019)
 - iii. City Assessor Brian Jager (2019)
 - iv. City Manager Mike Womack (2019)
 - v. City Finance Director Darla Falcon (2019)
 - vi. Lisa Atchison (2019)
- f. Local Officer's Compensation Board
 - i. Dana Hilyer (2019-2023)
- g. Construction Board of Appeals
 - i. Duane McIntyre (2019-2020)
 - ii. Steve Grecheski (2019-2020)
- h. Cedar Springs Area Parks and Recreation Board
 - i. Allen Rasor (2019)
 - ii. Darla Falcon (2019)
- i. Library Board
 - i. Louise King (2019-2023)
- j. Local Government Liaison Committee
 - i. Mayor Gerald Hall (2019)
 - ii. Mayor Pro Tem Pamela Conley (2019)
 - iii. City Manager Mike Womack (2019)
- k. Grand Valley Metro Council
 - i. Mike Womack (2019)
- l. REGIS Board of Directors
 - i. Mike Womack (2019)
 - ii. Bill LaRose-Alternate (2019)
- m. GVMC Policy Transportation Committee
 - i. Mike Womack (2019)
 - ii. Bill LaRose-Alternate (2019)
- n. West Michigan Regional Planning Commission
 - i. Mike Womack (2019)
- o. GVMC Transportation Technical Committee
 - i. Darla Falcon (2019)
 - ii. Bill LaRose (2019)

G. Motion to approve Resolution 2018-30 A Resolution To Approve Policy & Guidelines For Use By The Board Of Review For Granting Poverty Exemptions For Tax Year 2019

- H. Motion to approve Resolution 2018-31 A Resolution To Approve Regular Meeting Dates Of The City Council From January 2019 Through December 2019
- I. Motion to approve paying City Manager's Bar Dues for 2018-2019 in the amount of \$315

Motion by **Conley** seconded by **Gross** to approve the consent agenda as presented.

Roll Call Vote **7-0** **Motion Carried.**

7. ACTION ITEMS:

- A. Motion to approve/deny Michigan Winter Fest Community Event Application at the second Reading
 - a. 1-12-2019 and 2-16-2019

Motion by **Gross** seconded by **Nixon** to deny Michigan Winter Fest Community Event Applications 1-12-2019 and 2-16-2019.

Roll Call Vote **7-0** **Motion Carried.**

~~B. Motion to approve Resolution 2018-33 A Resolution to Establish a Compensation System for Full Time Non-Union Positions within the City of Cedar Springs.~~

8. DISCUSSION ITEMS:

- A. 2018 Personnel Policy for the City of Cedar Springs Employees.
 - a. Non discrimination policy
- B. DDA- Retrofit Downtown Lights
 - a. Motion to approve half the cost to retrofit and relight the second bulb in the downtown light fixtures and to recommend to City Council to retrofit and relight the downtown light fixtures.

Hall reported that ½ of the Downtown lights are halide lamps that were retrofitted to LED. **Conley** would like the downtown to be walkable and safe.

Motion by **Gross** seconded by **Nixon** to retrofit the remaining downtown lights and approve ½ the cost to retrofit.

Roll Call Vote **7-0** **Motion Carried.**

- C. Discussion on the amendment of the Bylaws of Cedar Springs Area Parks and Recreation Commission doing business as Northern Kent Community Enrichment and the amended operating agreement for the Cedar Springs Area

Parks and Recreation Commission doing business as Northern Kent Community Enrichment.

Motion by **Gross** seconded by **Nixon** to approve the amendment of the Bylaws of Cedar Springs Area Parks and Recreation Commission doing business as Northern Kent Community Enrichment and the amended operating agreement for the Cedar Springs Area Parks and Recreation Commission doing business as Northern Kent Community Enrichment.

Roll Call Vote

7-0

Motion Carried.

D. Motion to approve Resolution 2018-33 A Resolution to Establish a Compensation System for Full Time Non-Union Positions within the City of Cedar Springs.

Powell would like to have another month to review the report.

9. COMMUNICATIONS:

A. Parks and Recreation Agenda for November 5, 2018 Meeting

B. Algoma Parks and Recreation Master Plan Survey

C. Algoma Township Master Plan Letter

D. Renee Race Planning Commission Resignation Letter

E. Kent County Fire Commission Board

F. Delightful Gatherings, LLC Transfer of Ownership Class C & SDM licensed business sales

G. CBBDT Newsletter

H. Cedar Springs Museum and Historical Society book

10. DEPARTMENT REPORTS:

A. City Manager.

B. Department of Public Works.

a. Infrastructure Alternative's operational and maintenance report.

C. Police Department

Atchison stepped out of the meeting at 8:13pm.

- D. Fire Department.
- E. City Clerk.
- 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. Cedar Springs Parks and Recreation Meeting Minutes 10-1-2018.
 - b. Cedar Springs Public Library Board Minutes September 24, 2018
 - c. Cedar Springs Parks and Recreation Meeting Minutes 11-5-2018

11. COUNCIL COMMENTS.

Gross wished everyone a Merry Christmas and a Happy New Year.

Race had another good meeting and reminded everyone not to eat too much over the holidays.

Nixon reminded everyone that even after NARCAN is administered the person needs to go to the hospital.

Conley thanked the Chamber of Commerce for their community events.

Powell wished everyone a Happy Holidays.

Hall thanked staff for all of the hard work that happens behind the scenes. He hopes that next year will be an even better year.

12. ADJOURNMENT.

Hall adjourned the meeting at 8:17pm

Rebecca Johnson, City Clerk

Gerald Hall, Mayor