



**REGULAR MEETING
CEDAR SPRINGS CITY COUNCIL**

MINUTES

Thursday, February 14, 2019

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 7:07 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>Excused</u>
	Mrs. Molly Nixon	<u>Excused</u>
	Ms. Rose Powell	<u>Present</u>
	Mrs. Renee Race	<u>Present</u>
	Mr. Gerald Hall, Mayor	<u>Present</u>

Motion by **Conley** seconded by **Powell** to excuse Nixon and Gross.

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.

Rob VerHeulen reported that he is the State Representative for Senator McGregor and that if anyone needs anything he can be contacted at 616-826-6320.

4. PUBLIC HEARINGS.

None.

5. ADOPTION OF AGENDA.

Motion by **Conley** seconded by **Powell** to approve the agenda with the following changes: Move 7D Harrison Owens Appointment To The City Planning Commission To 8I, Addition Of 8J Community Newsletter, Addition Of 9I Elected Official Training, Addition Of 6Ca Property Tax, And Addition Of 6Fa Agreement And 6Fb Quit Claim Deed.

Roll Call Vote

5-0

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 January 10, 2019.

B. Approval of the Checks Paid Prior #s 41671 thru 41765 totaling \$241,592.21 and Electronic Transfers totaling \$3,069.32. The total of all checks and transfers is \$244,661.53.

C. Motion to approve the personal property tax listed in the Personal Property Tax Strike report be stricken from the tax roll.
a. Property Tax

D. Motion to approve the Community Event Application for the Cheap Run on June 20, 2019 at second reading.

E. Motion to approve and authorize the City Manager or City Clerk to execute the closure of the Evelyn Cossin Trust.

F. Motion to approve and authorize the City Manager or City Clerk to execute the property transfer of 104 W Beech Parcel Number: 41-02-25-484-011 on behalf of the City of Cedar Springs to Cedar CNC Machining, Inc.
a. Agreement
b. Quit Claim Deed

G. Motion To Approve Resolution 2019-06 Resolution To Adopt A Local Pavement Warranty Program And Resolution 2019-07 Resolution To Implement A Local Pavement Warranty Program

Motion by **Powell** seconded by **Atchison** to approve the consent agenda as presented.

Powell stated that Evelyn loved Christmas and she gave gift to the city.

Roll Call Vote **5-0** **Motion Carried.**

7. ACTION ITEMS:

A. Motion to approve City and Library Budget Amendments as presented.

Motion by **Powell** seconded by **Atchison** to approve the City and Library Budget Amendments as presented.

Roll Call Vote **5-0** **Motion Carried.**

B. Motion to set a budget workshop for March 21, 2019 at 6pm.

Motion by **Hall** seconded by **Powell** to set a budget workshop for March 21, 2019 at 6pm.

Roll Call Vote **5-0** **Motion Carried.**

C. Motion to approve resolution 2019-08 A Resolution To **Revoke** The City Water And Sanitary Sewer Service To And **De-Annex** Parcels Affecting The Conditional Transfer Of Certain Real Property From The Jurisdiction Of Solon Township To The Jurisdiction Of The City Pursuant To The Development Cooperation Agreement Between The City And The Township Dated As Of December 30, 1999

Motion by **Powell** seconded by **Atchison** to approve resolution 2019-08 A Resolution To **Revoke** The City Water And Sanitary Sewer Service To And **De-Annex** Parcels Affecting The Conditional Transfer Of Certain Real Property From The Jurisdiction Of Solon Township To The Jurisdiction Of The City Pursuant To The Development Cooperation Agreement Between The City And The Township Dated As Of December 30, 1999

Roll Call Vote **5-0** **Motion Carried.**

~~D. Motion to appoint Harrison Owens to the City Planning Commission.~~

8. DISCUSSION ITEMS:

- A. 2019 Personnel Policy for the City of Cedar Springs Employees.
 - a. Parental Leave Policy
 - b. Working Holiday

B. Draft Community Event Application revamp

Council members suggested adding Library, Parks and Recreation, and The Bugle to possible places of publication.

C. Community Event For Alpha Family Center 5K Life Run/Walk/Ride for Saturday, June 15, 2019-First Review.

D. Community Event for Starkbierfest 2019 for April 6, 2019-First Review.

E. Review Premise Identification Policy (City Council requested review)

Powell was glad that apartments are now properly identified.

F. Employee Paid Time Off losses

Council members suggested a few options: an extension to use the time 6 months after the anniversary date, a onetime 2 week payout, or give the City Manager the discretion to decide.

G. Rental Registration Rates

a. Vacant Property Registration form

Powell supported the initial fee, but stated that the homes already pay taxes that should cover the proposed monthly registration fees. **Hall** asked if the monthly inspection fee of \$25 was too high? **Conley** asked if there was an ordinance that would prevent snow birds from having to register their property. **Womack** will check the ordinances and bring it back to the next meeting.

H. Chamber of Commerce Sign

Hall suggested that the sign is installed and an update and cost estimate can be provided at a later date.

I. Motion to appoint Harrison Owens to the City Planning Commission.

Motion by **Powell** seconded by **Atchison** to appoint Harrison Owens to the City Planning Commission.

Womack reported that Harrison Owens interned with the City Manager last year and that the charter and the ordinances do not prevent family members to be on the same board. **Atchison** did not see a problem with it because Harrison is an adult and can make his own choices. **Conley** stated that 2 out of 9 doesn't make a majority on the board.

Roll Call Vote

5-0

Motion Carried.

J. Community Newsletter

Powell asked about the cost of a full page in The Post. **Hall** suggested placing additional information on the back of the tax bill.

9. COMMUNICATIONS:

- A. 1/10/2019 Joe Reddering Communication
- B. 1/10/2019 Fire Vehicle Memo
- C. Humane Pet Acquisition
- D. Wesco Authorization for Investigation
- E. Skywarn Basic Spotter Training
- F. Kent County Senior Millage Newsletter
- G. Cedar Springs Demographic info
- H. 2019 MML Convention & 2020 MML Capital Conference
- I. Elected Official Training

10. DEPARTMENT REPORTS:

A. City Manager- reported that the Community Impact has a grand opening scheduled for Saturday February 16th from 1-4. In the future, he would like to use the new Fire Station as an emergency shelter. He also stated that he will be working to bring the revamp of the table of uses to the City Council for approval at their April Meeting.

B. Department of Public Works.

- a. Infrastructure Alternative's operational and maintenance report.

C. Police Department

D. Fire Department.

- a. Year End Synopsis

E. City Clerk- reported that the city will not have a May election. It was also discussed that there may be a need to create an additional precinct depending if there are any major legislation changes as a result of Proposal 3.

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 Library Board Minutes November 26, 2018

11. COUNCIL COMMENTS.

Atchison was glad that the council is working on policies for staff. She stated that she was grateful for all of the hard work that staff does.

Powell was thankful that we got through the storm.

Conley thanked the DPW department for their work keeping the roads plowed and salted.

Race thanked Mr. Frasier for all of his hard work and wished everyone a Happy Valentine's Day.

Hall Thanked the staff for all of the hard work that gets put in behind the scenes.

12. ADJOURNMENT.

Hall adjourned the meeting at 8:39pm

Rebecca Johnson, City Clerk

Gerald Hall, Mayor