

- B. Approval of the Checks Paid Prior #s 41766 thru 41828 totaling \$410,089.68 and Electronic Transfers totaling \$2,095.68. The total of all checks and transfers is \$412,185.36.
- C. Motion to approve the Community Event for Starkbierfest 2019 for April 6, 2019-Second Review.
- D. Motion to approve the Community Event For Alpha Family Center 5K Life Run/Walk/Ride for Saturday, June 15, 2019-Second Review.
- E. Motion to approve the purchase of an Influent Pump rebuild for the Waste Water Treatment Plant with Richland Machine in an amount not to exceed \$19,918.
- F. Motion to approve the purchase of a redundant motive pump meter at the Waste Water Treatment Facility in an amount not to exceed \$4,725.00.
- G. Motion to approve the purchase of one aeration blower assembly for the Waste Water Treatment Plant in an amount not to exceed \$8,100.
- H. Motion to approve resolution 2019-09 A Resolution Approving City Water And Sanitary Sewer Service To And 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.
- I. Motion to approve the temporary sidewalk waiver to Cedar Springs Hospitality LLC. contingent that if sidewalk connects to the parcel that they will be required to install sidewalk on the property.
- J. Motion to approve and authorize the City Clerk and the Mayor to execute the 2019-2020 Nelson Township Fire Protection Services Agreement.
- K. Motion to approve the revised DDA Bylaws as presented.
- L. Motion to approve the Public Works Seasonal Maintenance Worker job description as presented.
- M. Motion to approve and authorize the Clerk to execute the Revised Fire Commission Agreement as presented.

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

Roll Call Vote

6-0

Motion Carried.

7. ACTION ITEMS:

- A. Motion to approve City Staff to hire a cleaning company for the janitorial services at City Hall not to exceed a yearly cost of \$7,500.

Motion by **Gross** seconded by **Nixon** to approve City Staff to hire a cleaning company for the janitorial services at City Hall not to exceed a yearly cost of \$7,500.

Roll Call Vote

6-0

Motion Carried.

- B. Motion to approve that the DDA purchase a Heart of Cedar Springs park sign at the proposed location and approve the expense to purchase and install in an amount not to exceed a total of \$ 321.50.

Motion by **Conley** seconded by **Nixon** to approve the placement of the sign purchased by the DDA for the Heart of Cedar Springs.

Roll Call Vote

6-0

Motion Carried.

- C. Motion to approve Resolution 2019-10 A Resolution To Decertify/Vacation A Total Of 1064 Feet From City Act 51 Eligible Roadways.

Motion by **Conley** seconded by **Powell** to approve Resolution 2019-10 A Resolution To Decertify A Total Of 1064 Feet From City Act 51 Eligible Roadways.

Roll Call Vote

6-0

Motion Carried.

8. DISCUSSION ITEMS:

- A. 2019 Personnel Policy for the City of Cedar Springs Employees.

- a. Working Holiday

Gross stated that the policy states that the current policy does not address a holiday that already falls on a day that is given off.

- b. Employee Paid Time Off Losses

Gross stated concern with paying out unused paid time off because you cannot budget for the expense. The board also needs take responsibility to ensure the office is staffed appropriately to permit staff to use the paid time off provided to them. **Conley** stated that 25% seemed low. **Nixon** stated she would like to provide a 50% payout for unused paid time off for this year only. **Womack** will bring a motion back to the next meeting for the board review.

- c. Dating Relationship Policy

Womack stated that he foresees that this could be a problem in the future and has been a problem in the past. He asked what happens when they break up. **Conley** requested language that clarifies contracted employees. **Gross** stated that most management policies restrict spouses from being supervised/working directly.

- B. Draft Community Event Application

- C. Rental Registration Rates

- a. Vacant Property Registration form

- b. Vacant Property other city rates
- c. Vacant Property Ordinance

Powell preferred the \$50 Initial Registration and \$25 per month. **Hall** would like to see residential and commercial fees the same for the time being.

- D. Community Event Newsletter
 - a. Publication Costs

E. Planning Commission Ordinances

- a. Table of Uses Ordinance-First Reading- AN ORDINANCE TO AMEND Chapter 40-Zoning, Sec. 40-2, Sec. 40-6 Sec. 40-176, Sec. 40-177, Sec. 40-178, Sec. 40-200, Sec. 40-201, Sec. 40-202, Sec. 40-223, Sec. 40-224, Sec. 40-225, Sec. 40-246, Sec. 40-247, Sec. 40-248, Sec. 40-316, Sec. 40-317, Sec. 40-318, Sec. 40-292, Sec. 40-293, Sec. 40-294, Sec. 40-340, Sec. 40-341, Sec. 40-342, Sec. 40-363, Sec. 40-364, Sec. 40-365, Sec. 40-385, Sec. 40-386, Sec. 40-387 OF THE CITY CODE OF ORDINANCES
- b. Parking Lot Standards-First Reading- AN ORDINANCE TO AMEND Chapter 40, Article VI Section 40-513(b) and Sec. 40-513(c). OF THE CITY CODE OF ORDINANCES
- c. Principal Use of property standards-First Reading- AN ORDINANCE TO AMEND Chapter 40, ARTICLE I., Sec. 40-2, Sec. 40-6, and Sec. 40-471 OF THE CITY CODE OF ORDINANCES

F. Cedar Springs Ventures, LLC Brownfield Request-First Reading.

G. Decennium Recodification

H. Cedar Springs Annual Community Night

9. COMMUNICATIONS:

- A. Environmental Services, Inc. bypass and clean the sanitary sewer lift station on West Street.
- B. 2007 Skate Park powerpoint
- C. Fiscally Ready Communities
- D. Parks and Recreation Agenda for March 4, 2018 Meeting
- E. Rouge River Green Team
- F. Red Flannel Festival Meeting Summary

10. DEPARTMENT REPORTS:

- A. City Manager-Water Bill payment box in the rear of the building. He asked the council to share the payment box on their personal Facebook page. He also had Creative Technologies Academy reviewed Planning and Zoning with the students.
- B. Department of Public Works.
 - a. Infrastructure Alternative's operational and maintenance report.
- C. Police Department
- D. Fire Department.
- E. City Clerk.
- F. Finance Director/Treasurer. Please review the budget packet before the next meeting and bring the packet with you next week at 6pm.
 - 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 Minutes February 4, 2019
 - b. Parks and Recreation Minutes February 4, 2019

11. COUNCIL COMMENTS.

Powell Glad that the snow is starting to go away.

Conley big thank to the DPW department for working in the crazy snow, now power and limbs falling.

Gross is thankful for the growth that is happening in the city.

Race thanked the Planning commission.

Nixon Reminded that the board that she is the point of contact for the Manager and will review it publicly in April. She stated that silence is consent.

Hall stated that there is no I in team and thanked everyone for their hard work.

12. CLOSED SESSION.

To consider an attorney-client privileged written communications.

Motion by **Nixon** seconded by **Race** to go into closed session regarding attorney-client privileged written communications at 8:42pm.

Roll Call Vote

6-0

Motion Carried.

13. RETURN TO OPEN SESSION

Motion by **Nixon** seconded by **Powell** to return to open session at 9:33pm.

Roll Call Vote

6-0

Motion Carried.

Statements or motions related to closed session

Hall requested that the City Manager bring Atchison up to speed regarding the closed session.

12. ADJOURNMENT.

Hall adjourned the meeting at 9:34pm

Rebecca Johnson, City Clerk

Gerald Hall, Mayor