



**REGULAR MEETING
CEDAR SPRINGS CITY COUNCIL**

MINUTES

Thursday, April 11, 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 7:00pm 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.

Shawn Kiphart- stated that the lease will be going month to month soon. He wanted to consider a 5 or 10 year lease renewal. 2018 Financial report started with \$5,342.48 and ended with \$4,415.04 The Friends of Skinner Field installed new deadbolt locks on the doors, new plumbing fixtures, steel mesh over windows, Plexiglas window in tower, motion lights, self-closing windows, screen door, deep freeze, and a field stripper. **Nixon** thanked The Friends of Skinner Field for their hard work and continued support to the city.

Donna Clark- wished Pam Conley a Happy Birthday. She had 290 participants at the Easter Bunny program. She reported that she is also working on a new digital sign in front of the library.

4. PUBLIC HEARINGS.

- A. To amend the City of Cedar Springs' Brownfield Plan for Cedar Springs Ventures, LLC Brownfield Redevelopment Request

Motion by **Nixon** seconded by **Conley** to open the public hearing to amend the City of Cedar Springs' Brownfield Plan for Cedar Springs Ventures, LLC Brownfield Redevelopment Request at 7:12pm.

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

Public Comment: None.

Motion by **Conley** seconded by **Powell** to close the public hearing to amend the City of Cedar Springs' Brownfield Plan for Cedar Springs Ventures, LLC Brownfield Redevelopment Request at 7:17pm.

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

5. ADOPTION OF AGENDA.

Motion by **Conley** seconded by **Nixon** to approve the agenda with the addition of 6L CBDT Gala Community Event Application and moving item 6F to 7G.

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 Regular Meeting March 14, 2019 and the Special March 21, 2019.

- B. Approval of the Checks Paid Prior #s 41849 thru 41934 totaling \$725,266.81 and Electronic Transfers totaling \$1,286.11. The total of all checks and transfers is \$726,552.92.
- C. Motion to set public hearing for the 2019-2020 Budget for May 09, 2018.
- D. Motion to approve that the DDA purchase 7 Double Sided Parking Signs, with the galvanized posts, install at the proposed locations: 2 signs at 1st/Cherry, 2 signs at 2nd/Ash, 1 sign on the south end of the Alleyway parking between Ash and the Post office and 2 signs for the City Hall parking lot, and approve the expense to install in an amount not to exceed a total of \$2,965.24
- E. Motion to approve Ordinance 217 An Ordinance To Amend Chapter 40, Article VI Section 40-513(b) and Sec. 40-513(c).Of The City Code Of Ordinances at the second reading for Parking Lot Standards.
- ~~F. Motion to Approve Ordinance 218 An Ordinance To Amend Chapter 40, ARTICLE I., Sec. 40-2, Sec. 40-6, and Sec. 40-471 Of The City Code Of Ordinances at the second reading for Principal Uses.~~
- G. Motion to approve resolution 2019-12A A Resolution To Revise And Adopt The 2018 Fees And Charges For Municipal Services.
- H. Motion to approve the Farmer's Market Application for Cedar Springs Brewing Company from June 20 through September 2019 at first review.
- I. Chamber of Commerce Summer Celebration June 15th-19th Community Event Application
- J. Library Summer Reading Kickoff June 17th Community Event Application
- K. Grand Rapids Amateur Radio Association Community Event Application
- L. CBDT Gala Community Event Application

Motion by **Conley** seconded by **Nixon** to approve the consent agenda as amended.

Roll Call Vote

7-0

Motion Carried.

7. ACTION ITEMS:

- A. Motion to approve Resolution 2019 – 12 Resolution Approving Amendment To The City Of Cedar Springs Brownfield Redevelopment Authority Brownfield Plan For The Cedar Springs Ventures, Llc Redevelopment Project

Motion by **Conley** seconded by **Atchison** to approve Resolution 2019 – 12 Resolution Approving Amendment To The City Of Cedar Springs Brownfield Redevelopment Authority Brownfield Plan For The Cedar Springs Ventures, LLC Redevelopment Project.

Roll Call Vote

7-0

Motion Carried.

- B. Motion to approve Resolution No. 2019 –13 A Resolution Approving A Pass Through Agreement For The Proposed Redevelopment Of 18-20 N. Main St.

Motion by **Conley** seconded by **Atchison** to approve Resolution No. 2019 –13 A Resolution Approving A Pass Through Agreement For The Proposed Redevelopment Of 18-20 N. Main St.

Roll Call Vote

7-0

Motion Carried.

- C. Motion to approve the City Clerk to execute the Agreement with Municode to begin the Decennium Recodification at a rate not to exceed \$5,930.

Motion by **Conley** seconded by **Atchison** to approve the City Clerk to execute the Agreement with Municode to begin the Decennium Recodification at a rate not to exceed \$5,930.

Roll Call Vote

7-0

Motion Carried.

- D. Motion to approve West Michigan Sweeper to sweep the streets at a rate of \$140 per hour at the contracted rate from April 2019-July 2020 as needed and to be determined by the DPW Supervisor.

Motion by **Gross** seconded by **Powell** to approve West Michigan Sweeper to sweep the streets at a rate of \$140 per hour at the contracted rate from April 2019-July 2020 as needed and to be determined by the DPW Supervisor.

Roll Call Vote

7-0

Motion Carried.

- E. Motion to approve Ordinance 216 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 at the second reading.
a. Zoning Memo

~~Motion by **Conley** seconded by **Powell** to approve Ordinance 216 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 at the second reading. Withdrew~~

Motion by **Nixon** seconded by **Atchison** to table Ordinance 216 until next month.

Voice Vote

7-0

Motion Carried.

- F. Motion to approve and authorize the City Manager approve Hubbel, Roth & Clark, INC. agreement for Environmental Site Assessment in amount not to exceed \$6,500.

Motion by **Conley** seconded by **Powell** to approve and authorize the City Manager approve Hubbel, Roth & Clark, INC. agreement for Environmental Site Assessment in amount not to exceed \$6,500.

Roll Call Vote

7-0

Motion Carried.

- G. Motion to Approve Ordinance 218 An Ordinance To Amend Chapter 40, ARTICLE I., Sec. 40-2, Sec. 40-6, and Sec. 40-471 Of The City Code Of Ordinances at the second reading for Principal Uses.

Motion by **Conley** seconded by **Race** to Approve Ordinance 218 An Ordinance To Amend Chapter 40, ARTICLE I., Sec. 40-2, Sec. 40-6, and Sec. 40-471 Of The City Code Of Ordinances at the second reading for Principal Uses.

Roll Call Vote

7-0

Motion Carried.

8. DISCUSSION ITEMS:

- A. Proposed 2019-2020 Budget

Falcon reviewed the changes requested at the budget workshop.

- B. Social Media Archival
 - a. Prorated quote until the new fiscal year

Womack stated that he thought a FOIA request would probably never happen, but that the records are subject to FOIA. He will bring it back in the consent agenda next month.

- C. Brown Water Policy

- D. Muskegon/WPT Pedestrian Safety Island
 - a. Modular Safety Island Estimate \$8500
 - b. Concrete Safety Island Estimate \$23,800

David Hayboer from the Friends of the White Pine Trail presented an alternative option that he discussed with the Kent County Road Commissioner Tim Biles. **Womack** wants to make a raised barrier because it provides a sense of safety and makes pedestrians more visible. **Gross** stated that we could put something in the road to assist with crossing, but we can't make it 100% safe. **Race** would like to see something done in this area and would like further discussion next month.

E. City Manager Contract

Nixon stated that there may be an error in the contract referencing Sick Leave and would like to see a revision next month.

9. COMMUNICATIONS:

A. Basketball Court

- a. Cost Estimate
- b. Court Map
- c. City Manager memo

B. SAW Grant Progress Meeting

C. Elected Official Training May 3-4

D. Emergency Backflow Repair

E. RRC Baseline Report

10. DEPARTMENT REPORTS:

A. City Manager-stated he will be on vacation in May 13-26th.

B. Department of Public Works.

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

C. Police Department-reported that if citizens notice specific areas that have speeders to report it to him. He also stated that the City may get a full time K-9 officer at City Hall. They will also be doing a Spring Cleanup for outstanding warrants.

D. Fire Department.

E. City Clerk-Clerk reminded everyone that the deadline to submit the nominating petition and affidavit of identity for the November 2019 election is April 23rd, 2019 at 4pm.

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 25, 2019

11. COUNCIL COMMENTS.

Atchison thanked Darla for her work on the budget.

Powell attended the MML Conference in Lansing and stated that it was a great opportunity to meet other local elected officials. She thanked Womack for his work on the Amendment to the Brownfield plan.

Conley thanked Darla for her work on the budget and for the leg work by the City Manager regarding the White Pine Trail. She is looking forward to the new Friends of Skinner Field lease.

Gross stated that he will no longer be on the board for Friends of Skinner Field. He has enjoyed his time on the board and would encourage a City Council member to be on the board/attend the meetings.

Race thanked everyone.

Nixon thanked Mr. Womack for his work on the pedestrian island.

Hall thanked everyone and reported that construction at the amphitheater is underway.

12. ADJOURNMENT.

Hall adjourned the meeting at 8:27pm

Rebecca Johnson, City Clerk

Gerald Hall, Mayor