



**REGULAR MEETING
CEDAR SPRINGS CITY COUNCIL**

AGENDA

Thursday, June 13, 2019

7:00 p.m. Meeting

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

1. The meeting was called to order by Mayor **Hall** at 7:00 p.m. The Pledge of Allegiance was recited

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| 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.

Rose Powell reported that the Cedar Springs Gardening Club reported that they received 1st place in their district for Civic Beatification.

Gordon Neville stated that he had interest in possibly assisting in booking playing at events for the new Amphitheater.

Donna Clark reported that the start of summer reading program will be beginning next week. There are currently 300 individuals signed up.

Kurt Mabie let the board know that the CBDT is working to have the amphitheater completed by July 1st.

Perry Hopkins reported on the upcoming events for the Start of Summer Celebration. He also urged the council to consider the voters opinion of marijuana. He reported that allowing retail marijuana stores could bring a lot of foot traffic into the city.

Maxwell Payment stated that cannabis has saved his life. He thought it might be beneficial to the community to offer training on the medical uses of cannabis.

A. CBDT Amphitheater presentation

Sue Wolf-reviewed the many projects completed by the CBDT. She thanked her community partners including; Duane McIntyre John Ensley, Kurt Mabie, and the City of Cedar Springs. She requested that in the next 30days that 1) the venue not be used until an occupancy permit is issued 2) make a decision on a committee/person to assist in how to use the amphitheater 3) provide a preliminary plan on how to use the amphitheater this summer and 4) identify any remaining questions that you may have.

4. PUBLIC HEARINGS.

None.

5. ADOPTION OF AGENDA.

Motion by **Conley** seconded by **Gross** to adopt the agenda as presented with the following changes: Removal of 6J Motion to approve purchase of redundant motive pump motor at the waste water treatment facility by CDW Drives in the amount of \$4,725.00 and to add items 8J Fireworks Ordinance, 8K Sign Ordinance Error, and 8L Special Meeting Re: Heart of Cedar Springs.

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 May 09, 2019.
- B. Approval of the Checks Paid Prior #s 42011 thru 42110 and Electronic Transfers totaling \$220,967.67.
- C. Motion to approve the annual disbursement to the Cedar Springs Museum in the amount of \$4,000 (2018/2019 fiscal year).
- D. Motion to place delinquent Utility Billing Accounts & Miscellaneous Receivables onto the 2019 Summer Taxes.
- E. Motion to disburse \$24,563.23 to the Cedar Springs Ministerial Association in accordance with closure of the Evelyn Cossin Trust, for the purpose of providing to needy families in the City of Cedar Springs.
- F. Motion to approve the Concerts in the Park Community Event Application for June 20th, July 18th and August 15th at the second reading.
- G. Motion to approve the End of Summer Reading Celebration Park Party Community Event Application July 31, 2019 at the second reading.
 - a. Pavilion Rental
- H. Motion to approve to replace the grit system waste return pumps at the Waste Water Treatment Facility by Carlson-Diamond & Wright, Inc in the amount of \$10,951.80.
- I. Motion to approve to replace the polymer feed system for the belt thickener at the Waste Water Treatment Facility by Hamlett Environmental in the amount of \$7,900.00.
- ~~J. Motion to approve purchase of redundant motive pump motor at the waste water treatment facility by CDW Drives in the amount of \$4,725.00.~~
- K. Help Stock August 23rd and 24th Community Event Application first reading
- L. CSCOC Summer Celebrations July 20th-21st Community Event Application first reading
- M. Motion to approve the Michigan AgriBusiness Solutions liquid biosolids transportation contract through December 31, 2021.

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

Roll Call Vote

7-0

Motion Carried.

7. ACTION ITEMS:

- A. Motion to approve the presented budget amendments for the 2018-2019 budget.

Motion by **Conley** seconded by **Atchison** to approve the presented budget amendments for the 2018-2019 budget.

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

B. Motion to earmark remaining funds from 2018/2019 budget year from the Parks Improvement line item for future park improvements.

Motion by **Conley** seconded by **Atchison** to earmark remaining funds from 2018/2019 budget year from the Parks Improvement line item for future park improvements.

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

C. Motion to approve Resolution 2019-19 A Resolution To Enter Into An Agreement With Vredevelde Haefner, LLC for Professional Auditing Services For Fiscal Years Ending June 30, 2019, 2020, 2021, 2022 And 2023.

Motion by **Powell** seconded by **Atchison** to approve Resolution 2019-19 A Resolution To Enter Into An Agreement With Vredevelde Haefner, LLC for Professional Auditing Services For Fiscal Years Ending June 30, 2019, 2020, 2021, 2022 And 2023.

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

D. Motion to approve and authorize the City Clerk to begin Archive Social to enter into the yearly price for the fiscal year 2019/2020 not to exceed \$2,388 annually.

Powell would like to consider moving social media to information only and not allow any comments.

Motion by **Gross** seconded **Conley** to approve and authorize the City Clerk to begin Archive Social to enter into the yearly price for the fiscal year 2019/2020 not to exceed \$2,388 annually.

Roll Call Vote **6-1 (Powell)** **Motion Carried.**

E. Motion to approve the professional services agreement with FTCH for an amount not to exceed \$10,150 for engineering related to the 2019 Major/Minor Street Roadway Improvements.

Motion by **Hall** seconded **Nixon** to approve the professional services agreement with FTCH for an amount not to exceed \$10,150 for engineering related to the 2019 Major/Minor Street Roadway Improvements.

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

8. DISCUSSION ITEMS:

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

- a. Employee Paid Time Off Losses
 - i. Motion to pay full-time City staff 50% of the value of their lost paid time off, one time only, after their 2018-2019 work anniversary date.

Motion by **Gross** seconded by **Nixon** to pay full-time City staff 50% of the value of their lost paid time off, one time only, after their 2018-2019 work anniversary date.

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

- B. Muskegon/WPT Pedestrian Safety Island
 - a. Delineator safety island cost estimate \$1622

Motion by **Gross** seconded by **Nixon** to approve the Delineator Safety Island option for \$1,622.

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

- C. Ordinances in the Consent Agenda

Straw Poll – Ordinances in the Consent Agenda

Action Item and Action Item -Powell
 Discussion then Consent Agenda- Atchison, Conley, Gross, Race, Nixon

- D. Community Event Application modification
 - a. Draft 2019 Community Event Application
- E. Ordinance 219 Updating the Official Zoning Map for the City of Cedar Springs - First Reading.
- F. City Impact Community Event Application June 17th.
- G. Funding commitment and future of the North Kent Community Enrichment (formerly known as Cedar Springs Area Parks and Recreation).

Straw Poll - to increase funding to \$10,600 yearly contingent upon other municipalities increasing their contribution.

Yes-Powell, Atchison, Conley, gross, Race, Nixon

- H. Discussion on future uses of 129 W Maple St

Womack reported that the CBDT previously intended to potentially use this lot for the community building, but they may not be interested in building on the site. Mrs. Powell had suggested converting the parcel into a parking lot and complete the remainder of the parcel into the Heart of Cedar Springs Park. The property is currently on the tax roll. **Kurt Mabie** donated by the CBDT to the City. There have currently no approved plans. He thinks that the community needs a building large enough to house 400-450 people, but that lot would not be large

enough. The CBDT is exploring building a community center by Morley Park. He suggested using the parcel for a linear park/new foot trail and add additional parking.

- I. Ordinance 220 An Ordinance To Amend Chapter 40-Zoning, Article IV- Supplemental Regulations, Division 2 Yard, Use, Height, etc. Requirements Sec. 40-462. - Waste receptacles (dumpsters)- First Reading.

- J. Fireworks Ordinance

Womack stated that there has been a change in the state law regarding the regulation of fireworks. He will bring it back for additional discussion.

- K. Sign Ordinance Error

Womack reported that there was an error in the ordinance. He would like to resolve the conflict during recodification. At this point he asks for policy direction on how to interpret the ordinance. It was the board's consensus that the Manager's interpretation is correct. The ordinance should read "b. Projecting or canopy signs in the **B-2** District shall be set back at least two feet from any street curb line, shall not extend more than six feet over the public right-of-way, and shall leave a minimum clearance of eight feet above the ground."

- L. Special Meeting Re: Heart of Cedar Springs

Motion by **Conley** seconded by **Atchison** to approve placing the sign up and designating the area as the Heart of Cedar Springs.

Roll Call Vote

7-0

Motion Carried.

Unveiling date set for June 21st, 019 at 5:30pm at the

9. COMMUNICATIONS:

- A. Clerk Certification
- B. CTA Thank You
- C. Dog park fence estimate and proposed location and layout

10. DEPARTMENT REPORTS:

- A. City Manager reported that he adopted a new blind dog and that he enjoyed his trip to Paris/London. He has the City Manager Conference in July.
- B. Department of Public Works.
 - a. Infrastructure Alternative's operational and maintenance report.

C. Police Department reported that calls have dropped and that the County will be releasing a new app called Main Source to be used as the primary communication tool for content like media releases, business watch alerts, messages from school resource officers, and more.

D. Fire Department stated that he is about 50% completed on the Fire Station and a new conceptual drawing should be coming soon.

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. Library Board 4-22-2019

11. COUNCIL COMMENTS.

Powell thanked everyone for their hard work. She is looking forward to the radio days coming up.

Atchison thanked everyone for the work they do and congratulated the City Clerk on her certification. She asked that the board does not hurry to pass items and make sure each person understands what they are voting on.

Conley reported that the cemetery looks great! She thanked the DPW for their hard work at the cemetery.

Gross thanked everyone for their hard work and extended his sympathies to the Mayor for his loss.

Race thanked Mr. Womack and his wife for purchasing and placing the flowers in the front of City hall. She also congratulated the City Clerk on her certification.

Nixon is glad to see that the dog park is moving forward. She would like to continue to see more information on curb bump outs as time permits.

Hall thanked everyone for their hard work. He is happy to be a part of such a friendly and happy community.

12. ADJOURNMENT.

Hall adjourned the meeting at 9:04pm

Rebecca Johnson, City Clerk

Gerald Hall, Mayor