

Allegan City Council
Minutes
Allegan, MI 49010
January 8, 2018

1. CALL TO ORDER

Mayor Stotmeister called the regular Allegan City Council meeting to order at 7:00P.M.

2. ROLL CALL

Present: Tripp, Ingalsbee, McKenzie, Manning Morgan, Perrigo, Mayor Stotmeister

Absent: None

Others Present: City Manager Joel Dye, City Clerk Danielle Bird, Promotions Coordinator Parker Johnson, Director of Public Works Aaron Haskin, Public Utilities Director Doug Sweeris, Community Development Coordinator Jordan Meagher.

3. PLEDGE OF ALLEGIANCE

4. MEETING PRAYER

Pastor Austin Kreutz

5. APPROVAL OF MINUTES

Motion made by Mayor Pro tem McKenzie, supported by Council member Tripp to approve the regular meeting minutes from December 11, 2017. Motion passed 7-0.

6. APPROVAL OF AGENDA

Motion made by Council member Ingalsbee, supported by Council member Tripp to approve the Regular Council Meeting Agenda for the January 08, 2018. Motion Passed 7-0.

7. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

None

8. FIRST READING OF ORDINANCE

9. SPECIAL PRESENTATIONS AND RECOGNITIONS BY THE MAYOR OR COUNCIL

10. PUBLIC HEARINGS & ADOPTION OF ORDINANCES

10A.1 – Public Hearing and Adoption of Resolution 18.1 for the sale of real property located at Western and Sherman Streets, 03-51-130-001-00.

City Manager Dye explained that a Public Hearing will be held and if council desires, they will approve the Resolution and sale of the property. The Purchaser has offered \$10,000.00

Mayor Stotmeister opened the Public Hearing at 7:04pm. With no public comment Mayor Stotmeister closed the Public Hearing at 7:04pm.

The City Attorney drafted the resolution. The purchaser will relocate “Welcome to City of Allegan” and the “Ralph White Memorial”. The planning commission will also have to approve. Council Member Manning asked what area the signs will be moved to. This seems to be a very gray area. City Manager Dye stated that the City owns the property directly across the street and will have full control on where it goes since the City owns the property. There will have to be a line of sight study done as well. The final placement of the signs will be approved by council.

Motion by Council member Ingalsbee, supported by Mayor Pro tem McKenzie to adopt Resolution 18.1 for the sale of real property located at Western and Sherman Streets, 03-51-130-001-00. Roll call vote

Yeas – Tripp, Ingalsbee, McKenzie, Manning, Morgan, Perrigo, Mayor Stotmeister
Neas – None

Motion Passed 7-0.

11. UNFINISHED BUSINESS & TABLES ITEMS

12. WRITTEN PETITIONS & REPORTS FROM SPECIAL COMMITTEES

13. REPORTS FROM BOARDS, COMMISSIONS & CITY OFFICES

13A. City Boards, Commissions and Area Agencies

13A.1 – Accept the Minutes for the Design Committee Meeting on December 6, 2017.

The committee discussed the wayfinding signs briefly. Then they jumped into the Public Space Commission. It is being recommended that the Parks and Design committee be combined into one committee, which would be called the Public Space Commission.

13B. Finance Dept. & City Clerk

13B.1 - Request to Approve Accounts Payable and Payroll.

Motion made by Mayor Pro tem McKenzie, supported by Council member Morgan to approve accounts payable in the amount of \$561,347.89 and payroll in the amount of \$101,267.93 for a total disbursement of \$662,615.82. Motion Passed 7-0.

13C. Police Department

13D. Public Utilities

13D.1 – Receive the Water Asset Management Plan.

The Plan is required by the Michigan Department of Environmental Quality. Over the past few years, the City has conducted an in-depth review of the utilities and established a plan to maintain and manage the utilities. The goals are listed. The plan will be revisited and updated every five years.

Council Member Tripp read the whole plan and was very impressed on well it was put together.

Motion by Council member Tripp, supported by Council member Ingalsbee to accept the City of Allegan Water Asset Management Plan. Motion Passed 7-0.

13E. Public Works

13E.1 – Adoption of Resolution 18.2 Approval of the Michigan Department of Transportation annual permit to work in right of ways.

Director of Public Works Aaron Haskin explained this is required by the Michigan Department of Transportation for the purpose of working in the State Highway Right of Way. The City is and any contractors working in the right of way will be insured.

Motion by Mayor Pro tem McKenzie, supported by Council member Perrigo, to adoption of Resolution 18.2 Approval of the Michigan Department of Transportation annual permit to work in right of ways. Motion Passed 7-0.

13E.2 – Request for Payment to Milbocker & Sons, Inc. Allegan, MI in the amount of \$7,565.00 for emergency log removal at the JC Park Trestle Bridge.

Aaron Haskin brought to City Manager Dye the request for the removal of the logs that have jammed up at the trestle bridge in JC Park. The City reached out to two companies. Millbocker & Sons, Inc. responded and was asked to do the job.

Motion by Council member Ingalsbee, supported by Council member Tripp to approve the payment to Milbocker & Sons, Inc. Allegan, MI in the amount of \$7,565.00 for emergency log removal at the JC Park Trestle Bridge. Motion Passed 7-0.

13E.3 – Discussion and Approval of a water meter rate for Allegan County Fair Grounds.

Aaron Haskin explained that the Fair has an established system. The City has asked them to install a back flow prevention device and a water meter at their entrance. This would eliminate 6 meters spread throughout the fairground. The City and the Fairgrounds would like to combine these meters into one meter. The new outbuilding will be constructed and heated by the fairgrounds. The current set up is where the domestic lines and fire suppression are combined; as such they need an 8" meter to provide fire flows. Staff has determined that the ready to serve charge for the current 6 meters is comparable to a 4" meter. It is requested that the fair be charged for a 4" ready to serve for the domestic use and an 8" fire suppression.

Saree Miller from the Fairgrounds explained that this will very helpful to only have 1 bill. The new outbuilding will cost around \$80,000. Millbocker will be constructing this.

Motion by Council member Manning, supported by Council member Morgan to approve the 4" ready to serve for the domestic use and 8" fire suppression for the Allegan County Fairgrounds. Motion passed 7-0.

13F. City Manager

13F.1 – Discussion and Adoption of Resolution 18.3 for the creation of the Public Space Commission.

City Manager Dye is recommending the adoption of Resolution 18.3 for the creation of the Public Space Commission. Doing this will create more efficiencies. The current Design Advisory and Parks Commission will be dissolved. This new committee will focus on everything that deals with public spaces, such as parks, cemetery, Right of ways, trees, public art, banners, sidewalks, roads, etc. The City will send out thank you letters to the members of the Design and Park Commission for their dedication and service to the City of Allegan.

Council member Tripp asked about terms. City Manager Dye explained that the terms will be appointed in 1, 2 and 3 year terms, to have member terms expiring on different years.

Paula Mintek stated that out of the 4 that have applied, two have art degrees and 2 are master gardeners.

Motion by Council member Ingalsbee, supported by Council member Tripp for adoption of the resolution 18.3 for the creation of the Public Space Commission, with the addition that any current member of the Design Advisory Board and the Parks/Trees/Cemetery Commission who have applied by January 8, 2018 will automatically be appointed to the Public Space Commission. Motion Passed 6-1, with McKenzie opposed.

13F.2 - Discussion and Authorize Abonmarche to design, bid, and oversee the construction of the Riverfront Park Expansion for 2018.

The goal is to have the Riverfront more parks like and less parking lot like, add a splash pad and fire place. The total budget is \$523,000. Council budgeted \$350,000 and the City received an additional \$161,000 from State funding. This puts the funding at \$511,000. The new water main and fire hydrant have already been installed, which was approximately \$20,000. The council and community have been working on this since 2013. The engineering cost will be \$75,000.

Motion by Council member Tripp, supported by Council member Ingalsbee to authorize Abonmarche to design, bid, and oversee the construction of the Riverfront Park Expansion for 2018 in the amount of \$75,000 for engineering. Motion passed 7-0.

13F.3 – Request to amend the Pre-Session Meeting Start Time for January 22, 2018 from 6:00pm to 5:30pm.

City Manager Dye is requesting that Pre-session for the January 22, 2018 meeting be moved from 6:00pm to 5:30pm to allow more time for presentation from our City Attorney regarding meeting procedures and Council/Manager relationships. With a new council member and his first year, he feels it is good to review.

Council member Ingalsbee asked if the time change was just for this meeting or all future meetings. City Manager Dye said it was just for the January 22, 2018 meeting.

Motion by Council member Manning, supported by Council member Manning to approve the amended time of the pre-session meeting start time for January 22, 2018 from 6:00pm to 5:30pm. Motion Passed 7-0.

13F.4 – Discussion on direction regarding the long term plan for the Allegan City Hall.

Mayor Stotmeister we are at a point where we need to decide a direction to give staff. Approve and start a bonding option. This is in the Capital Improvement plan and was discussed at Strategic Planning.

Council member Ingalsbee suggests we start a 5 or 10 year plan to include City Hall. Infrastructure is what we need to take care of. We need to take care of our needs before our wants and be fiscally responsible.

Council member Manning in the packet it shows how many times City Hall has been reviewed. It is time to move forward.

Council member Manning made a motion to approve the bonding and move forward with the current City Hall, McKenzie supported.

Council member Ingalsbee we were not give these current plans. We need to look at infrastructure. Until Council member Tripp made a motion to add maintenance into the lights on the bridge. There hasn't been maintenance budgeted before. McKenzie pointed out that in the budget that Council approves there is a maintenance line item in every department.

Council member Manning we purchased the bank for the purpose of a new City Hall. It was presented with all the work and pictures. It seems like the current presentation is the best option. Ingalsbee stated that the bank building was a big mistake.

Mayor Pro tem McKenzie asked City Manager Dye what the current fund balance is. Dye believes it was \$2.1 million; we took \$800,000 out of the current budget, which brings the current fund balance to \$1.2 million. The annual debt payment in 2012 was \$571,986 and currently the debt payment is \$80,525. If the current bonding is approved the debt payment will be approximately \$240,525.

Council member Tripp we are not looking at the whole picture. We don't know what it will cost for the current infrastructure. City Manager Dye the bonding will only cost staff time and require a Public Hearing. Council member Manning we are not discussing infrastructure.

Mayor Pro tem McKenzie call to question. Ingalsbee asked for a roll call vote.

Yeas – Perrigo, Manning, McKenzie, Mayor Stotmeister

Neas – Morgan, Ingalsbee, Tripp

Motion carries 4-3.

14. COMMUNICATIONS FROM COUNCIL & MAYOR & MANAGER

City Manager Dye we are currently working on a grant with the State of Michigan with a possible 50/50 match to work on the Regent Theatre. The funds would need to be from donations. In his opinion the work that was completed on the west side was not done up to HDC standards. Coffee with Council is this Saturday from 9:00 to 11:00am. Department Heads and staff are putting together slides showing goals. The pacer rating on streets and the Robinson/Russell neighborhood with work starting in 2019. Council will also see that he is putting in bigger maintenance line items for them to approve.

Council member Ingalsbee – nothing

Council member Tripp – New Year's Eve was fantastic. Parker did a great job.

Council member Perrigo – New Year's Eve was great. Thanked everyone who was involved.

Council member Morgan – Nothing

Council member Manning – Staff is great. Appreciated the DPW workers out plowing on Christmas Day.

Mayor Pro tem McKenzie – Big Shout out and thanks to all the volunteers from Positively Allegan, Jaycees, Parker, Tammy, Aaron and Crew, Allegan Police Department and Fire Department, Ropes Courses, Allegan Z!p. It was a magical night and what she has imagined the Riverfront to be.

Council member Ingalsbee wanted to give Laurie Courtney a shout out from the DPW for all her hard work on the sidewalks and also the snow plow drivers.

Mayor Stotmeister all council members received an evaluation form. She would like them turned back in to City Clerk Danielle by January 19, 2018. Joel will request a closed session at the next council meeting for his evaluation. The planning session will be moved to City Hall on January 27, 2018 for better access to records. She thanked Aaron's crew for all their hard work. New Year's Eve was fantastic.

15. ADJOURNMENT

The meeting was adjourned at 8:08P.M. by Mayor Stotmeister.

Minutes respectfully submitted by,



Danielle Bird
City Clerk