

Allegan City Council
Minutes
Allegan, MI 49010
March 26, 2018

1. CALL TO ORDER

Mayor Stotmeister called the regular Allegan City Council meeting to order at 7:05P.M.

2. ROLL CALL

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

Absent: Morgan

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

Motion by Council Member Ingalsbee, supported by Mayor Pro tem McKenzie, to excuse Patrick Morgan from the Regular Council Meeting. Motion passed 6-0.

3. PLEDGE OF ALLEGIANCE

4. MEETING PRAYER

Elijah Knuckles of Allegan Christian Center

5. APPROVAL OF MINUTES

5A.1 – Approval of the Regular Council Meeting Minutes for March 12, 2018.

Motion made by Mayor Pro tem McKenzie, supported by Council Member Manning, to approve the Regular Council Minutes from March 12, 2018. Motion Passed 6-0.

6. APPROVAL OF AGENDA

6A.1 – Approval of the Regular Council Meeting Agenda for March 26, 2018.

Motion by Mayor Pro tem McKenzie, supported by Council Member Perrigo, to approve the Regular Council Meeting Agenda for the March 26, 2018 meeting. Motion passed 6-0.

7. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

8. FIRST READING OF ORDINANCE

9. SPECIAL PRESENTATIONS AND RECOGNITIONS BY THE MAYOR OR COUNCIL

10. PUBLIC HEARINGS & ADOPTION OF ORDINANCES

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 Packet for the Allegan Fire District on February 28, 2018.

13A.2 - Accept the Minutes for the Downtown Development Authority on March 14, 2018.

City Manager Dye explained that Tony McGhee of Abonmarche presented a traffic study and streetscape plan. The DDA requested this to be part of the next budget.

13A.3 - Accept the Minutes for the Public Space Commission on March 14, 2018.

Council Member Perrigo gave a brief overview of the meeting. Long and short-term goals were discussed. The Parks and Rec Master Plan needs to be updated every 5 years to obtain grants. City Manager Dye stated this would cost between 5 and 10 thousand dollars.

13A.4 - Accept the Minutes for the Planning Commission on March 19, 2018.

Council Member Manning stated that corner lots were discussed. They need to look into how to regulate side and rear yards of corner lots for setbacks. A lot of City's say two front and two sides. They addressed PCI to look into the corner lots for C2.

13B. Finance Dept. & City Clerk

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

Mayor Pro tem McKenzie made a motion, supported by Council Member Manning, to approve accounts payable for \$645,441.04 and payroll for \$104,000.89 for a total disbursement of \$749,441.93. Motion passed 6-0.

13C. Police Department

13D. Public Utilities

13D.1 – Request for Services from Hubbell, Roth & Clark, Inc., of Bloomfield Hills, MI in

the amount of \$17,500.00 for engineering services.

Public Utilities Director Doug Sweeris explained the MAHL study will look at what loading can be brought in the WWTP and this study will state what can be treated. The last study was in 2010, and does not show the upgrades to bin #3. This is in the budget for next year, but would prefer to start sooner. HRC will look at specifics and the DEQ may request more to be looked at. This will require a budget adjustment.

Motion by Council Member Ingalsbee, supported by Council Member Perrigo to approve the services from Hubbell, Roth & Clark, Inc., of Bloomfield Hills, MI for \$17,500.00 for engineering services. Motion Passed 6-0.

13E. Public Works

- 13E.1 – Request for Purchase from Morton Salt, Inc. through the State of Michigan MiDeal program in the amount \$25,000.00 for the purchase of salt.

Director of Public Works Aaron Haskin explained that he needs to submit his order for next year's salt.

Council Member Tripp asked about the beet juice. Aaron stated he would be bringing it back. Mayor Pro tem McKenzie asked how it is applied. Aaron explained that it is sprayed onto the salt and mixed in.

Motion by Council Member Ingalsbee, supported by Council Member Tripp to approve the purchase from Morton Salt, Inc. through the State of Michigan MiDeal program in the amount \$25,000.00 for the purchase of salt. Motion Passed 6-0.

- 13E.2 – Discussion and Approval Regarding Airport Management.

Director of Public Works Aaron Haskin received a letter from Ace Aviation that they will no longer be serving as our Fixed Base Operator. Aaron is currently working on getting the fuel switched over to the City. City Manager Dye explained that some of this stuff has not been done by the City before. Staff will work the Airport Advisory Board.

Council Member Ingalsbee asked if the current FBO has planes. Aaron stated he had a school and maintenance. The Airport board will look at continuing the Flynn.

Council Member Manning asked about swift fuel. Aaron has not looked into that and will stay will Jet A fuel at this time.

Motion by Mayor Pro tem McKenzie, supported by Council Member Manning to authorize staff to make the necessary decisions to keep the Allegan Airport operational, while providing at a minimum fuel sales. Motion Passed 6-0.

13E.3 – Announcement of Spring Clean Up April 28 – May 5, 2018.

The dates were announced and the dumpsters will be placed inside the fence and available from 8:00AM to 4:00PM.

13F. City Manager

13F.1 – Review of 10 Year Capital Improvement Plan.

City Manager Dye stated that Council has seen this report in the past and is required for the Redevelopment Ready Community Plan. Staff has identified all water/sewer and road improvements that will need to be made over the next 10 years. In Spring of 2019 the Russell/Robinson, Riverside/Highland, River Street, Kalamazoo Street and Fourth/Fifth Streets will be done. The majority of the projects will be tackled next year. Joel asked if the draft format is satisfactory at this time.

Council Member Tripp likes that it gives a snapshot of what is happening over the next 10 years.

Mayor Pro tem asked if there could be a department column added.

City Manager Dye explained the plan is flexible and the document will be included in the annual budget every year.

13F.2 – Review of Fixed Asset List.

City Manager Dye this will show the condition of all the fixed assets. This will be a grading system. He wants to come up with a grading system and add notes. He would appreciate direction from Council.

Mayor Pro tem McKenzie would like it color-coded.

Council Member Ingalsbee would like a list of things that we know about and what needs to be done.

Council Member Tripp with the grading system it can address the most needed items.

City Manager Dye this will be a sister document with the 10 Year Capital Improvement Plan.

13F.3 – Renewal of contract for Construction Code Inspection and Enforcement with Professional Code Inspections of MI, Inc. of Dorr, Michigan.

This is a renewal of the contract with PCI our current inspector. This contract runs concurrently and does not need renewal unless the contract is changed or either party gives notice to the other party as per article 12 of the contract.

Council Member Tripp asked if the fees are set. City Manager Dyes explained that Municipal Policy, not PCI, sets the fees. He suggests that each department every January set a fee schedule.

Motion by Council Member Ingalsbee, supported by Council Member Tripp to approve the Renewal of contract for Construction Code Inspection and Enforcement with Professional Code Inspections of MI, Inc. of Dorr, Michigan and that the this contract runs concurrently and does not need renewal unless the contract is changed or either party gives notice to the other party as per article 12 of the contract. Motion Passed 6-0.

13F.4 – Request for a plat amendment approval to combine lots 03-51-180-004-00 and 03-51-180-006-00 located in the Western/Davis neighborhood.

Motion by Mayor Pro tem McKenzie, supported by Council Member Perrigo to approve the request for a plat amendment approval to combine lots 03-51-180-004-00 and 03-51-180-006-00 located in the Western/Davis neighborhood. Motion Passed 6-0.

13F.5 – Approval of Restrictive Covenant between City of Allegan and Michigan Department of Environmental Quality.

As the City moves to sell a portion of 300 North Street to JML Real Estate, the City is being asked by the MEDQ to enter into a Restrictive Covenant to ensure that the current environmental conditions of this property will not worsen.

Motion by Mayor Pro tem McKenzie, supported by Council Member Manning to approve the restrictive covenant between the City of Allegan and Michigan Department of Environmental Quality. Motion Passed 6-0.

14. BOARD APPOINTMENTS

14A.1 – Planning Commission Appointment.

Julie Emmons – 3 Year Term to Expire April 1, 2021.

Motion by Council Member Ingalsbee, supported by Council Member Perrigo to appointment Julie Emmons to a 3 year term to expire April 1, 2021. Motion Passed 6-0.

14A.2 - Economic Development Commission/Brownfield Redevelopment Authority Appointment.

Michael Kiella – 3 Year Term to Expire April 1, 2021.

Motion by Mayor Pro tem McKenzie, supported by Council Member Manning to appointment Michael Kiella to a 3 year term to expire on April 1, 2021. Motion Passed 6-0.

15. COMMUNICATIONS FROM COUNCIL & MAYOR & MANAGER

City Manager Dye – Hopes everyone was able to see Cabaret it was amazing. The talent and Dean Michaels were great. The City and Allegan Chamber of Commerce will hold sessions for “Open your own business” with prospective businesses. The sessions will be held at the Griswold Auditorium. He asked Council if they would like their pictures on the new website. Council agreed that individual pictures should be on the website. Parker Johnson will take the pictures.

Council Member Ingalsbee – Cheers to the City and Chamber for helping entrepreneur and is excited about the new website.

Council Member Tripp – Happy that spring is here.

Council Member Perrigo – Nothing

Council Member Manning – Will hold off until next meeting.

Mayor Pro tem McKenzie – It is not Allegan related, but the Hopkins Choir made it to the St. Catherine Cathedral in New York. She suggested listening to them on YouTube.

Mayor Stotmeister – Was happy to receive the letter on the new brush/leaf pickup. The next JCI meeting is on April 15, 2018 and Mary Whiteford will be talking.

16. ADJOURNMENT

Mayor Stotmeister adjourned the meeting at 7:51PM.

Minutes respectfully submitted by,



Danielle Bird
City Clerk