

Allegan City  
Council Minutes  
Allegan, MI  
49010  
March 11, 2019

**1. CALL TO ORDER**

Mayor Pro-Tem Tripp called the regular Allegan City Council Meeting to order at 7:00PM.

**2. ROLL CALL**

Present: Tripp, Ingalsbee, Andrus, Perrigo, Manning

Absent: Morgan, Mayor McKenzie

Motion by Ingalsbee, supported by Andrus, to excuse Council Member Morgan from the Regular Council Meeting on March 11, 2019. Motion Passed 5-0.

Motion by Andrus, supported by Manning to excuse Mayor McKenzie from the Regular Council Meeting on March 11, 2019. Motion Passed 5-0.

Others Present: City Manager Joel Dye, Community Development Coordinator Jordan Meagher, Promotions Coordinator Parker Johnson, Public Utilities Director Doug Sweeris

**3. PLEDGE OF ALLEGIANCE**

**4. MEETING PRAYER**

Kathy Nealand of 1<sup>st</sup> Presbyterian Church

**5. APPROVAL OF MINUTES**

5A.1 – Approval of the Regular Council Meeting Minutes for February 25, 2019.

Motion by Andrus, supported by Perrigo, to approve the Regular Council Meeting Minutes for February 25, 2019. Motion Passed 5-0.

**6. APPROVAL OF AGENDA**

6A.1 – Approval of the Regular Council Meeting Agenda for March 11, 2019.

Motion by Perrigo, supported by Ingalsbee, to approve the Regular Council Agenda for March 11, 2019. Motion Passed 5-0.

**7. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

Resident Matt Seiff of 158 Park Avenue addressed the Council with concerns regarding the Allegan City Police Department.

**8. FIRST READING OF ORDINANCE**

## **9. SPECIAL PRESENTATIONS AND RECOGNITIONS BY THE MAYOR OR COUNCIL**

### **10. PUBLIC HEARING & ADOPTION OF ORDINANCES**

10A.1 – Public Hearing and recommendation to adopt Resolution 19.06 for an application of an Obsolete Property Rehabilitation Exemption Certificate for 209 Hubbard Street.

City Manager Joel Dye introduced the proposal, which would freeze property taxes at the site for 12 years. A tax exemption is being sought to help incentivize the rehabilitation of the property, which will yield two restored single family apartments.

Mayor Pro-Tem Tripp opened the public hearing.

No comments were heard.

Mayor Pro- Tem Tripp closed the public hearing.

Motion by Ingalsbee, supported by Perrigo, to adopt Resolution 19.06 for an application of an Obsolete Property Rehabilitation Exemption Certificate for 209 Hubbard Street. Motion Passed 5-0.

### **11. UNFINISHED BUSINESS & TABLED ITEMS**

### **12. WRITTEN PETITIONS & REPORTS FROM SPECIAL COMMITTEES**

12A.1 - A request received from the Allegan County Historical Society for a Living History Tour to take place at the Oakwood Cemetery.

Motion by Ingalsbee, supported by Manning to approve the request for the Allegan County Historical Society for a Living Tour to take place at the Oakwood Cemetery. Motion Passed 5-0.

### **13. REPORTS FROM BOARDS, COMMISSION & CITY OFFICES**

#### **13A. City Boards, Commissions and Area Agencies**

13A.1 - Accept the Minutes for the Historic District Commission Meeting on March 7, 2019.

Council Member Perrigo provided an update on the meeting.

#### **13B. Finance Department**

13B.1 - Request to Approve Accounts Payable and Payroll for the Week Ending March 3, 2019.

Motion by Manning, supported by Ingalsbee to approve Accounts Payable and Payroll for the Week Ending March 3, 2019. Motion Passed 5-0.

#### **13C. Police Department**

#### **13D. Public Utilities**

13D.1 – Request for Equipment from M Tech Company of Bedford, OH for a New/Replacement Push Sewer Camera in the amount of \$10,000.00.

Public Utilities Director Doug Sweeris presented the request to purchase a new push camera for viewing the insides of sanitary sewer mains, laterals, and services to assess blockages.

Motion by Perrigo, supported by Ingalsbee, to approve the request for equipment from M Tech Company of Bedford, OH for a New/Replacement Push Sewer Camera in the amount of \$10,000.00. Motion passed 5-0.

13D.2 – Request for Equipment from M Tech Company of Bedford, OH for a new service locator and transmitter in the amount of \$3278.81.

Public Utilities Director Doug Sweeris presented the request to purchase a new service locator and transmitter, which would be used to locate water and sewer service lines located in the public right-of-way.

Motion by Ingalsbee, supported by Manning, to approve the request for equipment from M Tech Company of Bedford, OH for a new service locator and transmitter in the amount of \$3,278.81. Motion passed 5-0.

### **13E. Public Works**

### **13F. City Manager & City Clerk**

13F.1 – Agreement with CL Real Estate for 101 Brady Street Development.

City Manager Joel Dye presented the agreement to Council, explaining that a due diligence agreement had been reached with CL Real Estate, LLC, a development company out of Peru, Illinois, who will begin working with the City to create a plan for developing the 101 Brady Street lot with a design that meets both CL Real Estate and the City's goals.

Motion by Andrus, supported by Perrigo, to approve the due diligence development agreement between CL Real Estate, LLC and the City of Allegan for the development of the 101 Brady Street Lot. Motion passed 4-1, with Ingalsbee dissenting.

13F.2 – Discussion of Services for a Realtor to lease Office Space at 231 Trowbridge.

City Manager Joel Dye explained that the new City Hall office located at 231 Trowbridge Street would have office space that could be leased out to a third party. Staff is requesting that City seek out a realtor that specializes in commercial real estate to provide real estate services for leasing this space.

Motion by Ingalsbee, supported by Manning, to approve that staff move forward with requesting proposals for real estate services for leasing space at 231 Trowbridge Street. Motion passed 5-0.

13F.3 – Discussion of Services for a Realtor to sell 112 Locust Street (Current City Hall).

City Manager Joel Dye explained that since 231 Trowbridge will become the new future location of City Hall, it would be in the best interest of the City to begin looking to sell 112 Locust Street, which currently serves as Allegan City Hall. Dye is requesting that Council allow staff to begin requesting proposals for real estate services for the sale of 112 Locust Street.

Ingalsbee, supported by Andrus, made a motion to approve that staff begin requesting proposals for real estate services for the sale of 112 Locust Street. Motion passed 5-0.

13F.4 – License Agreement for Balcony Overhangs on City Owned Property adjacent to 311 Hubbard Street.

City Manager Joel Dye explained that the owners of 311 would like to build a deck that extends over city property. In the past, other building owners that have asked to take on similar projects have applied for a license from the City to allow these balcony overhangs to cross onto city property.

Ingalsbee, supported by Perrigo, made a motion to approve the license agreement between the City and 311 Hubbard Street to allow the proposed balcony overhang to cross onto city property. Motion passed 5-0.

**14. BOARD APPOINTMENTS**

**15. COMMUNICATIONS FROM CITY MANAGER, COUNCIL & MAYOR**

**16. CLOSED SESSION**

Ingalsbee, supported by Andrus, made a motion to enter into closed session. Motion passed 5-0.

Manning, supported by Ingalsbee, made a motion to exit the closed session. Motion passed 5-0.

**17. ADJOURNMENT**

Mayor Pro-Tem Tripp adjourned the meeting at 8:22PM.

Minutes respectfully submitted by,

Jordan Meagher  
Community Development Coordinator