

City of Cedar Springs

Minutes of the Regular Meeting of the Cedar Springs City Council

Thursday, December 12, 2013

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

Finance Committee Meeting
6:00 p.m.

Members Present: Mark Fankhauser, Patricia Troost, Robert Truesdale.

Also Present: City Manager Thad Taylor, Finance Director Debra Brunett.

Members reviewed bills with the Finance Director.

Workshop
6:15 p.m.

Members Present: Ken Benham, Ashley Bremmer, Daniel Clark, Gerald Hall, Robert Truesdale, Patricia Troost, Mark Fankhauser.

Also Present: City Manager Thad Taylor, City Clerk Linda Christensen, Finance Director Debra Brunett, Police Chief Roger Parent, DPW Director Tom Stressman, Fire Chief Marty Fraser.

Members reviewed agenda items with the City Manager.

Meeting
7:00 p.m.

1. The Meeting was Called to Order by Mayor **Mark Fankhauser** at 7:00 p.m. The Pledge of Allegiance was recited.

2. ROLL CALL:

Mr. Ken Benham	Present
Mrs. Ashley Bremmer	Present
Mr. Daniel Clark	Present
Mr. Gerald Hall	Present
Mr. Robert Truesdale	Present
Mrs. Patricia Troost, Mayor Pro Tem	Present
Mr. Mark Fankhauser, Mayor	Present

3. PUBLIC FORUM.

A. **Kurt Mabie**, Community Development Building Team representative, presented an update on happenings with the group. They had received their 501C3 tax free status and had set up an account at Independent Bank for donations. He also stated the \$130,000.00 donation to the City for use to move or build the fire barn would be held on deposit for one year. After that time it would return to the donor if not used by the City.

Sue Wolfe, 15290 Tisdell Ave., also spoke regarding the support the group has been receiving.

4. PUBLIC HEARING.

A. **Motion by Troost, supported by Benham, to open a public hearing on proposed Ordinance No. 185, an ordinance to amend Article II, Administration and Enforcement; Section 40-79, Membership of the City of Cedar Springs, Michigan, Code of Ordinances.**

No vote taken.

The Public Hearing opened at 7:07 p.m.

B. There were no Public Comments.

C. **Motion by Benham, supported by Bremmer, to close the Public Hearing.**

VOTE: 7 – 0, Motion Carried.

The Public Hearing closed at 7:08 p.m.

5. **Motion by Troost, supported by Benham, to approve the agenda with the addition of Item E 1 motion to approve Resolution No. 2013 – 39, a resolution approving the Cedar Springs Brewery to be licensed through the Michigan Department of Licensing and Regulatory Affairs as a microbrewery, small wine maker and small distiller.**

VOTE: 7 – 0, Motion Carried.

6. CONSENT AGENDA.

A. **Motion by Bremmer, supported by Troost, to approve the Consent Agenda consisting of the following:**

A. **approval of the minutes of the Regular Meeting of November 14, 2013 and the Special Meeting of December 2, 2013.**

B. **approval of the Checks Paid Prior #s 25995 – 36057 totaling \$72,625.85; the December Accounts Payable #s 36058 – 36081 totaling \$30,693.57 and electronic transfers totaling \$3,150.85. The total of all checks and transfers was \$106,470.27.**

C. **Resolution No. 2013 – 36, a resolution to approve to collect 100 % of the Kent Intermediate School District's summer property tax levy for 2014.**

D. **to approve Thad Taylor as the City representative to the West Michigan Regional Planning Commission.**

- E. Resolution No. 2013 – 37, a resolution to approve the regular meeting dates of the City Council from January, 2014 through December, 2014.
- F. combining the half day off for Christmas Eve and the half day off for New Year's Eve to one full day off for Christmas Eve for non union employees.
- G. the Evelyn Cossin annual disbursement to the Cedar Springs Ministerial Association to be used for needy families within the City limits.
- H. the \$5,000.00 disbursement to Cedar Springs Area Parks & Recreation.

VOTE: 7 – 0, Motion Carried.

7. Correspondence from Charter Communications was offered.

8. UNFINISHED BUSINESS.

- A. **Robert Truesdale** volunteered to be the City representative to the Community Development Building Team.

- B. **Motion by Troost, supported by Hall, to approve the following Mayoral appointments:**
 - Council Personnel & Compensation Committee
Mark Fankhauser, Patricia Troost, Ken Benham
 - Local Government Liaison Committee
Mark Fankhauser, Patricia Troost, Ashley Bremmer, City Manager.
 - Council Finance Committee
Mark Fankhauser, Patricia Troost, Robert Truesdale
 - Zoning Board of Appeals
Patricia Troost, Charlie Watson, Pat Capek, Sherri Foster
 - Downtown Development Authority Board of Directors
Shawn Kiphart
 - Board of Review
Art Probst, Joe Jernigan
 - Planning Commission
Kathy Bremmer, Gerald Hall, Perry Hopkins
 - Construction Board of Appeals
Pat Ensley
 - Industrial Facilities Tax Advisory Committee
Mark Fankhauser, Kathy Bremmer, Ken Benham, City Assessor, City Finance Director, City Manager
 - Local Officer's Compensation Committee
Dana Hilyer
 - Cedar Springs Public Library Board
Danielle Phillips, Kathy Bremmer
 - Cedar Springs Library Construction Committee
Mark Fankhauser, Kathy Bremmer, Pat Capek, City Manager
 - Grand Valley Metropolitan Council
City Manager
 - REGIS Board of Directors
City Manager, Tom Stressman, Alternate

GVMC Policy Transportation Committee
City Manager, Tom Stressman, Alternate
West Michigan Regional Planning Commission
Tom Stressman
GVMC Transportation Technical Committee
Tom Stressman, Mike Berrevoets

VOTE: 7 – 0, Motion Carried.

9. **NEW BUSINESS.**

- A. **Motion by Troost, supported by Hall, to approve the construction projects identified through the S2 Grant.**

VOTE: 7 – 0, Motion Carried,

- B. **Motion by Troost, supported by Benham, to approve language changes to the local bidder's language in the City's Purchasing Policy.**

VOTE: 7 – 0, Motion Carried.

- C. **Motion by Benham, supported by Bremmer, to approve a lease agreement with the Cedar Springs Library Board.**

VOTE: 7 – 0, Motion Carried.

- D. Discussion regarding charges to the Cedar Springs Library Board for City accounting fees:

City Finance Director **Debra Brunett** estimated the costs incurred by the City for accounting services provided to the library to be approximately \$4,500 - \$4,800 per year. It was difficult to approximate time spent by the DPW for its services as those varied, she said. Also at yearend more time would be necessary to close out books, she explained. Three options were available to the City. Those were: having the City continue to provide the services at no cost to the library, charge the library for the services or having the library do its own accounting services.

Clark felt it was the responsibility of the City to continue providing the accounting services.

Truesdale said the library was an important part of the City.

City Manager **Thad Taylor** said the library had wanted to get back to what it was set up as and under PA 164 all the City was obligated to do was to collect its taxes.

Library Board Chairperson **Earla Alber** stated that when the Library came to the City last winter and brought up the fact the library was organized under PA 164; it was because it was seeking clarification on what the library could or couldn't do. The library board wanted the City to continue providing the services.

Troost said that the library was the only source for computers for some City residents and the Summer Reading Program was a great resource for the community. The services the City provides are a part of our routine, she added.

Benham felt the City should continue to do what it had been doing for the library.

Motion by Truesdale, supported by Bremmer, to have the City continue to provide accounting and DPW services to the Cedar Springs Public Library incurring employee time at no cost to the Library.

VOTE: 7 – 0, Motion Carried.

E. Motion by Troost, supported by Clark, to approve an option to purchase agreement for 95 N. Main St.

VOTE: 7 – 0, Motion Carried.

1. Motion by Troost, supported by Bremmer, to approve Resolution No. 2013 – 39, a resolution approving the Cedar Springs Brewery to be licensed through the Michigan Department of Licensing and Regulatory Affairs as a microbrewery, small wine maker and small distiller.

VOTE: 6 – 1 (Truesdale) Motion Carried.

F. Motion by Truesdale, supported by Hall, to accept the transfer of property from Solon Township conditional upon the sale of the property and that the use of the property meets the City of Cedar Springs' planning provisions.

VOTE: 7 – 0, Motion Carried.

G. Motion by Benham, supported by Troost, to approve designating the Downtown Development Authority Board of Directors as the City's Brownfield Redevelopment Authority.

VOTE: 7 – 0, Motion Carried.

H. Motion by Troost, supported by Benham, to approve Resolution No. 2013 – 38, a resolution approving the use of \$13,410.00 of Community Development Block Grant Funds for replacement of the Wastewater Treatment Plant roof.

VOTE: 7 – 0, Motion Carried.

I. Discussion regarding the recommendation from the Local Officer's Compensation Committee for pay increases for the Mayor and Councilmembers:
City Clerk **Linda Christensen** explained that the LOCC met every two years to review the Councilmember's salary and to make a recommendation for the salary to the City Council. The committee had met earlier and recommended \$100 per year increases for the Mayor and Councilmembers. The proposed increase would bring the Mayor's yearly salary to \$1,400.00 and Councilmember's salary to \$1,100.00. The last salary increase was made in 2005.

Fankhauser said he was not in favor of accepting an increase at this time. What he did, he did not do for any monetary reason, he said.

Clark said he did not think, symbolically, that now was a good time for a pay increase.

Benham stated he was not on the Council for the money.

Motion by Clark, supported by Troost, to approve the recommendation from the Local Officer's Compensation Committee for pay increases for the Mayor and Councilmembers.

VOTE: 0 – 7, Motion Denied.

Motion by Troost, supported by Bremmer, to reject the recommendation from the Local Officer's Compensation Committee for pay increases for the Mayor and Councilmembers.

VOTE: 7 – 0, Motion Carried.

- J. Motion by Benham, supported by Bremmer, to approve Ordinance No. 173, an ordinance to amend Section 40-444, Temporary Uses and adding Section 40-469, Outdoor Seating in Front of Businesses of the City of Cedar Springs, Michigan, Code of Ordinances, as a first reading.**

VOTE: 7 – 0, Motion Carried.

- K. Motion by Truesdale, supported by Bremmer, to approve Ordinance No. 184, an ordinance to amend Section 40-133, Table of Uses of the City of Cedar Springs, Michigan, Code of Ordinances, as a first reading.**

VOTE: 7 – 0, Motion Carried.

- L. Motion by Benham, supported by Bremmer, to approve Ordinance No. 185, an ordinance to amend Article II, Administration and Enforcement; Section 40-479, Membership of the City of Cedar Springs, Michigan, Code of Ordinances, as a first reading.**

VOTE: 7 – 0, Motion Carried.

- M. Motion by Hall, supported by Clark, to approve a Mutual Aid Agreement between the Cedar Springs Fire Department and Spencer Township.**

VOTE: 7 – 0, Motion Carried.

10. CITY MANAGER'S REPORT.

- A. General Information and Special Projects discussed include the following:**

- City logo and tag line.
- SAW Grant application.
- MML Capital Conference.
- FEMA Assistance to Fire Fighter's Grant.

- Council Workshop to discuss City financial situation.
- Vacation days.

B. Monthly Department Reports were offered by the following:

Shawn Kiphart, CS Chamber of Commerce President reported on a very successful Red Flannel Town Christmas event held the previous weekend.

1. Department of Public Works.
 - a. Infrastructure Alternative's operational and maintenance report.
2. Police Department Report.
3. Fire Department Report.
4. City Clerk Report.
5. Finance Officer/Treasurer Report.
 - a. Cash Summary Report.
 - b. Revenue/Expenditure Report.
6. Professional Code Inspections Report.
 - a. Rental Registration Report.
7. Minutes from the following boards and commissions were offered:
 - a. the November 12, 2013 Planning Commission Meeting.
 - b. the October 28, 2013 CS Library Board Meeting.
 - c. the November 4, 2013 CS Area Parks & Recreation Board Meeting.

11. COUNCIL COMMENTS.

Hall – stated **Rich Pajak** was instrumental in acquiring grants for the City; he worked behind the scenes and deserved credit for what he did.

Clark – read comments he emailed to councilmember to cover legalities in compliance with the Open Meetings Act.

Truesdale – wanted to put to rest a rumor attributed to him that he felt women should not have a position in decision or policy making. It was false, he said.

Benham – Merry Christmas.

Troost – Merry Christmas, Happy New Year.

Bremmer – none.

Fankhauser – thanked everyone for coming; thanked **Shawn Kiphart** and **Perry Hopkins** for a wonderful Red Flannel Town Christmas event; thanked **Rich Pajak** for all he did and wished everyone a Merry Christmas.

12. The Meeting adjourned at 9:00 p.m.