City of Albion

City Council Meeting

January 3, 2017

1. Call To Order

Mayor Brown opened the regular session at 7:00 p.m.

1. Moment of Silence To Be Observed
2. Pledge of Allegiance
3. Roll Call

PRESENT: Lenn Reid (2), Sonya Brown (3), Marcola Lawler (4), Jeanette Spicer (5) and Andrew French (6) and Mayor Brown. Maurice Barnes (1) was absent.

Staff Present: Sheryl Mitchell, City Manager; Cullen Harkness, City Attorney; Jill Domingo, City Clerk; John Tracy, Director Building, Planning & Code Enforcement; Danielle Nelson, Special Projects Director; Scott Kipp, Chief Public Safety; Jim Lenardson, Director Public Services.

V. Mayor & Council Member’s Comments

Comments were received from Council Member Lawler.

VI. Presentations

A. AmeriCorps Vista Albion Forward Survey-Morgan Hull & Danielle Nelson

Morgan Hull, Vista Leader stated the goal for the AmeriCorps Vista Albion Forward Survey us to gather input in regards to economic development, education, health and food access, to identify ways residents of Albion connect to the happenings in Albion and to identify transportation needs of Albion residents.

Danielle Nelson, Vista Economic Opportunities Team, stated the AmeriCorps Vista group will be available on Thursday (January 5th); Friday (January 6th); Thursday (January 12th) and Friday (January 13th) at Albion City Hall for residents to come in and complete survey. They will also be at various locations throughout the City including Family Fare over the weekend. Residents can also take the survey with a member of the AmeriCorps Vista group at the Ludington Building. The survey can be taken online or by paper copy. Residents are encouraged to participate and complete the survey.

Comments were received from Council Members French and Reid.

B. Introduction/Oath of Office for Public Safety Officer Kyle Wilson

Chief Kipp introduced Officer Kyle Wilson. City Clerk Domingo gave Officer Riley his oath of office.

Comments were received from Mayor Brown.

VII. Citizen’s Comments (Persons addressing the City Council shall limit their comments to **agenda items only** and to no more than five (5) minutes. Proper decorum is required.)

No comments were received.

1. Consent Calendar (VV)
2. Approval Special Council Session Minutes – December 12, 2016
3. Approval Regular Session Minutes-December 19, 2016
4. Approval Study Session Minutes-December 19, 2016
5. Approval Special Council Session Minutes-December 28, 2016

French moved, Brown supported, CARRIED, to approve the Consent Calendar as presented. (6-0 vv)

1. Items for Individual Discussion
2. Discussion-Single Hauler Process

City Manager Mitchell stated the single hauler bids were distributed to Council at the meeting.

Mayor Brown stated the reason for the single hauler was to help the City to continue servicing leaf pickup for residents. A single hauler will also help with enforcing the ordinance and lower costs for all residents.

Council Member Lawler asked if there was any type of discount for veterans and disabled veterans. Director of Public Services Lenardson stated he will check on this and let the Council know.

Council Member French asked which plan does the Council want to move forward accepting from Granger. He stated that due to the City having a Recycling Center provided by the County that residents may not want to pay for the additional cost for curbside pickup. If we were to go with Option #2 which is weekly trash pickup ($26.55) and every other week yard waste ($13.95), the total cost would be $40.50 per quarter.

Council Members Brown and Spicer would like to have a study session before making any decisions.

City Manager Mitchell asked if the Council would provide her with any questions prior to the Study Session.

The consensus of the Council is to have a Study Session at 6:00 p.m. on Tuesday, January 17, 2017 prior to the Council meeting to discuss the Single Hauler proposal.

B. Discussion/Approval MML Training-Tentative Date Saturday, February 4, 2017 (VV)

Mayor Brown stated that because the City of Albion lacks any formal training for civic leaders, the City has secured members from the MML that provides on-site training. They will cover items such as government procedures and the Open Meetings Act.

The consensus of the Council is to have the MML Training on Saturday, February 4, 2017.

C. Scheduling Department Tours & Overview

City Manager Mitchell stated a questionnaire has been given to the Council to secure dates to tour the City’s various departments. The requested dates are January 17th through January 31st. She asked the Council to complete the form and return as soon as possible so this can be scheduled.

D. Request Approval Resolution # 2017-01, A Resolution to Approve Sending a New Public Safety Officer to the Police Academy (RCV)

Comments were received from Council Members French and Brown; Mayor Brown, Chief Kipp and City Manager Mitchell.

French moved, Brown supported, CARRIED, to Approve Resolution # 2017-01, A Resolution to Approve Sending a New Public Safety Officer to the Police Academy as presented. (6-0 rcv)

E. Scheduling Goal Setting Sessions

City Manager Mitchell stated the Council will need to set goals for the City Manager as well as for the City for the upcoming year. Date and time options will be emailed to Council. This will likely take place in February and may need to incorporate more than one meeting.

Council Member French feels the goal setting sessions are a good idea and would like to see the goals reviewed on a semi-annual basis.

Council Members Brown and Spicer would like to see goals from last year and also the year before.

Additional comments were received from Council Member Reid and Mayor Brown.

F. City Manager Report

City Manager Mitchell updated the Council with the following update:

* **Boards & Commissions**
* A listing of residents who have applied for the open seats
* Deadline will be extended until Tuesday, January 17, 2017
* A Special Council Meeting will be held on Monday, January 23, 2017 at 7:00 pm to appoint the Boards & Commission seats.
* **MML Training - tentative Saturday, Feb. 4, 2017, 11 am-3 pm**
* Trainers: Bill Mathewson - MML General Counsel and Eleanor Siewert the MML Parliamentarian.
* **Scheduling of Department Tours & Overview** –
* City Manager, Finance, City Clerk, Public Safety, Public Services, Building, Planning & Code Enforcement, Assessing, Recreation. Please return form with your availability.
* **Albion Building Authority**
* Completed the lease arrangements for 201 N. Clinton. New tenant will be Edward Jones.
* **Redevelopment Ready Community**
* First Quarterly Report will be submitted this week. Copies provided.
* **Economic Development Corporation**
* Thursday, Jan. 12th, 8am-11am - EDC Work Session at Upper Baldwin Hall at Albion College. Open to the Public. Note: the regular EDC Meeting for Feb. 5th has been cancelled.
* The AEDC has partnered with the Southwest Small Business Development Center of Michigan (located at WMU in Kalamazoo) to offer free counseling to entrepreneurs and business owners. The counseling will take place at the EDC office, on the second Tuesday of each month.
* On February 201 there will be a workshop on Starting a Restaurant or Food Service Business. The workshop is being offered free, thanks to a sponsorship by Homestead Savings Bank

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* **Greater Albion Chamber of Commerce**
* New 2017 officers: Jason Cox, Board Chairman; Trevor Shedd, Board Treasurer; Kelly Rice, Board Vice Chairman; and Mark Putvin,Board Secretary. New Board Member: Sheryl Mitchell
* Annual Meeting will be March 28th at Duck Lake County Club. Mardi Gras Theme. $35 pp
* Eggs & Issues: The currently scheduled Eggs & Issues meetings are as follows:
* January 20th @ Kids N Stuff Children's Museum with catering TBD
* February 17 @ Gina's new place
* March 17 @ KCC EAC with catering TBD
* April 21@ American Legion
* May 19 @ Duck Lake Country Club
* The Chamber is refocusing efforts on "niche" weekend events. So, participation in some of the regular events are not currently scheduled: Cardboard Classic, Kanoe the Kazoo, and Famous at the Forks
* **Albion College**
* Lansing Networking Luncheon on Jan. 17th with policy, government and legislative experts. Introducing Mayor Brown, Mayor Pro Tern Sonya Brown and EDC CEO Amy DePrez.
* **Marshall Public Schools**
* Holding a meeting January 23rd at the Marshall Opportunity School
* **Albion Recreation Department**
* The Youth Basketball League Basketball Program will resume on January 7th with a practice and player draft. League games will start on January 14, 2017.Program will be offered at the Albion Community Center located at the Marshall opportunity High School.
* Water Aerobics Classes will be offered from January 3, 2017 - February 9, 2017 from 6:30 pm - 7:30 pm at the Albion Community located at the Marshall Opportunity High School.
* A Modern Dance and Creative Movement Workshop will be offered from January 9, 2017 - February 8,2017 from 6:30 pm - 8:30 pm at the Albion Community Center located at the Marshall Opportunity High School

Comments were received from Council Members Lawler and French and Mayor Brown.

G. Future Agenda Items

No future agenda items were received.

1. Citizen’s Comments

Comments were received from Al Smith, 1209 Adams St.; Elrarene Showers, 805 ValHalla; Gary Tompkins, 7th District Calhoun County Commissioner and Bill Dobbins, 15901 E. Michigan Avenue.

1. Adjournment

Brown moved, Lawler supported, CARRIED, to adjourn council session. (6-0 vv)

Mayor Brown adjourned the meeting at 8:00 p.m.

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Date Jill Domingo City Clerk