City of Albion

City Council Meeting

September 6, 2016

1. Call To Order

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

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

Maurice Barnes (1), Lenn Reid (2), Rebecca Decker (4), Cheryl Krause (5), Andrew French (6) and Mayor Joe Domingo. Garrett Brown (3) was absent.

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

V. Mayor & Council Member’s Comments

Comments were received from Council Member Barnes.

VI. Presentations

A. Report of Findings on Redevelopment Ready Community Self-Evaluation-

Karen Wieber

Karen Wieber stated the Redevelopment Ready Communities (RRC) is a certification program supporting community revitalization and the attraction and retention of business.

The basic assessment tool for evaluation is the RRC best practices. These six standards were developed in conjunction with public and private sector experts and address key elements of community and economic development. A community must demonstrate that all of the RRC best practice components have been met to become RRC certified.

The measurement of a community to the best practices is completed through the RRC team’s research, observation and interviews, as well as the consulting advice and technical expertise of the RRC advisory council.

The six best practices are:

* Evaluate community planning and how the redevelopment vision is embedded in the master plan.
* Public participation
* Zoning regulations
* Development review policy and procedures
* Redevelopment Ready Sites
* Economic Development strategy

The next steps are:

* Adopting a resolution to proceed with RRC program
* Continue to implement actions toward certification
* Staff submits quarterly progress reports
* Certification

This is a multi-year process and has no deadline.

Comments were received from Council Member Krause.

B. Junior Cadet Program-Harry Bonner Sr. & Chief Kipp

Chief Kipp stated the Cadet program had their first meeting earlier this evening. They began with the history of law enforcement. They would like the program to simulate police academy and become educated and trained in what Public Safety does. They would like the cadets to ask questions and understand what it’s like to be a police officer. The cadets will graduate the program, be given uniforms and asked to help with special events being held in the community.

Harry Bonner Sr. stated there is currently a lot of tension with law enforcement and African Americans. They hope this program will help young people to become involved in the community. He also noted the Junior Cadet program is the brother program to the Mayor’s Youth Council.

The members of the Junior Cadet program each introduced themselves to the Council.

The Mayor’s Youth Council introduced themselves. They asked for the date of the last meeting of the current Council as they would like to honor Mayor Domingo for his assistance and guidance given to the Mayor’s Youth Council for the past few years.

C. Presentation & Proclamation-National Recovery Month

Akaiia Ridley, Mayor of the Albion’s Youth Council read aloud the proclamation for National Recovery Month and presented to Harry Bonner Sr., Director Substance Abuse Prevention Program.

Al Henson thanked the City for recognizing National Recovery Month and noted there was a stigma attached to recovery and would like turn this into a positive instead of a negative. He also stated kids need help from adults.

VII. Citizen’s Comments

Comments were received from Sylvia Cheek, 624 N. Ann St; Lonnie Brewer, 1200 Hillside Rd.; Clarissa Lewis, 703 ValHalla and Council Members Reid and Barnes.

1. Consent Calendar
2. Approval Regular Council Session Minutes – August 15, 2016
3. Approval Joint Study Session with Planning Commission Minutes-August 16, 2016
4. Approval Joint Special Council Session Minutes with EDC-August 22, 2016
5. Approval Special Council Session Minutes-August 24, 2016
6. Approval Special Council Session Minutes-August 30, 2016

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

1. Items for Individual Discussion
2. Request Approval for “Walk the Beat” event held Downtown on October 15, 2016 from 3 p.m. to 7 p.m. (VV)

Comments were received from Council Members French and Krause and Clifford Harris, 411 Elizabeth St.

French moved, Krause supported, CARRIED, to Approve“Walk the Beat” event held Downtown on October 15, 2016 from 3 p.m. to 7 p.m. as presented. (6-0, vv)

1. Request Approval Boards & Commissions Appointments & Reappointments (RCV)

* Mike Tymkew, Albion Building Authority, Re-Appointment, Term to Expire 6-30-2019
* Elaine Seedorf, Albion Building Authority, Re-Appointment, Term to Expire 6-30-2019
* Kevin Markovich, Albion Building Authority, Initial Appointment, Term to Expire 6-30-2019

French moved, Krause supported, CARRIED, to Approve Boards & Commissions Appointments & Reappointments as presented. (6-0, rcv)

1. Discussion/Approval Resolution # 2016-56, Consumers Energy Easement across City of Albion Property for the 101 N. Superior Street Project (RCV)

Comments were received from Council Member Barnes, Mayor Domingo, City Manager Mitchell and City Attorney Harkness.

French moved, Krause supported, CARRIED, to Approve Resolution # 2016-56, Consumers Energy Easement across City of Albion Property for the 101 N. Superior Street Project as presented. (6-0, rcv)

D. Discussion-ValHalla Drive Sidewalk Petition

City Manager Mitchell stated she had spoken with petitioners from ValHalla Drive who asked for the opportunity to obtain an exemption from the sidewalk assessment. In May, 2016, a notice of public hearing for sidewalk exemptions was published in the Albion Recorder, Enews and on the City’s website, the opportunity for residents without sidewalks to apply for the exemption for the 2016 taxes. Those who applied were approved at the June 6, 2016 regular Council meeting. City Manager Mitchell spoke with the City Attorney who felt the City provided proper notification to the residents. Although challenging to get the word out, City Manager Mitchell stated she would be working on notifying residents next year much earlier and the notification would be included on the resident’s tax bill for 2017. Next year is also the last year of the sidewalk assessment.

Comments were received from Clarissa Lewis, 703 ValHalla Dr. stated the residents of ValHalla Drive would not be receiving sidewalks or the exemption.

Elrarene Showers, 805 ValHalla Dr, asked why the residents were not exempted when the assessment first began since they were told at that point that they would not be receiving sidewalks.

Emerson Rice, 707 ValHalla, feels they shouldn’t be paying taxes for sidewalks that they don’t have.

Council Member Reid stated when the assessment began, it was with a different Council and Administration. This Council and Administration are trying to let people know what’s going on and to be more transparent.

E. Request Approval Resolution # 2016-60, City Council Authorizing the

Implementation of Recommendations Necessary to Receive Redevelopment

Ready Communities Certification from the Michigan Economic Development

Corporation (MEDC) (RCV)

French moved, Krause supported, CARRIED, to Resolution # 2016-60, City

Council Authorizing the Implementation of Recommendations Necessary to

Receive Redevelopment Ready Communities Certification from the Michigan

Economic Development Corporation (MEDC) as presented. (6-0, rcv)

F. City Manager Report

City Manager Mitchell updated the Council with the following:

* The departmental report was included in the packets for Council to review
* Staff is working hard and the RRC is moving forward
* Sgt. Etter will be retiring this month from Albion Public Safety.
* The scrap inventory has been completed and we have received a quote from Zicks for the vehicles. A determination will need to be made whether the items are sold to employees or will go to auction.
* Upcoming Special Meetings:

**Town Hall Meetings**

Four Town Hall meetings are planned to receive citizen input, regarding the draft Phase I Comprehensive Plan.  The first three meetings have been scheduled:

* **Wednesday, Sept. 14th** at 3:00pm at Tennant Hall located at 600 E Michigan Ave., Albion
* **Thursday, Sept. 29th** at 10:30am at the Charles Snyder Building located at 1300 Cooper St., Albion
* **Thursday, Oct. 13th** at 7:00pm at Marshall Alternative High School (formerly Albion Community School) located at 225 Watson St., Albion
* **Thursday, Oct. 27th** at 7:00pm at Lewis Chapel AME Church located at 522 W Center St., Albion
* Other sites and dates to be determined

**Council Study Session Meetings**

* **Wednesday, Sept. 14th** at 7:00pm **–** Land Bank – Development Agreements
* **Monday, Sept. 19th** at 5:00pm - 6:30pm – Sister City Reception @ Ismon House
* **Monday, Sept. 19th** at 7:00pm – Council – Sister City Proclamation
* **Monday, Sept. 26th** at 7:00pm – Rental Registration & Certification Ordinance

**Comprehensive Master Plan**

* **Monday, Nov. 28th** at 7:00pm – Planning Commission Public Hearing
* NEED TO SCHEDULE: between Nov. 29 and Dec. 2 – Adoption of Comprehensive Plan

**Parking Discussion**We are looking to schedule a “Downtown Parking Discussion” on **Wednesday, Sept. 28th** (tentative: 6:30pm at Cascarelli’s) to cover topics like:

* What are best practice examples in handling downtown parking?
* What questions should Albion consider in analyzing its downtown parking situation?

**Additional Community Functions**:

* Harry Bonner Sr. has received the W.D. Boyce Leadership award from the Boy Scouts of America and will be honored Thursday, September 8, 2016 at 7:30 a.m. at Schulers Restaurant, Marshall.
* The Omicron Delta Kappa, Albion College will hold a Remembering 9/11: 15 year anniversary event being held on Sunday, September 11, 2016 at 8 p.m. at the Albion College Quad, by the rock. The community is invited to attend.

Council Member French stated that WOW Cable is now charging residents an additional charge to receive a paper bill. He feels many residents are unable to afford this and would like the City to draft language opposing this increase for our residents.

I. Future Agenda Items

No future agenda items were requested.

J. Motion to Excuse Absent Council Member (s) (VV)

French moved, Reid supported, CARRIED, to excuse Council Member Brown (6-0, vv)

1. Citizen’s Comments

Comments were received from Marcola Lawler, 918 N. Berrien St. and Kathryn Delapas, 309 Lincoln St.

XI. EXECUTIVE SESSION

The City Manager requests an Executive Session under the Open Meetings Act (Section 15.268 (a), P.A. 267 of 1976, as amended) to consider the dismissal, suspension, or discipling of, or to hear complaints or charges brought against, or to consider a periodic personnel evaluation of a public officer, employee, or staff member of individual agent, if the named person requests a closed hearing.

French moved, Krause supported, CARRIED, to Adjourn to Executive Session.

Mayor Domingo adjourned to Executive Session at 8:18 p.m.

Mayor Domingo re-adjourned the regular council session at 8:47 p.m.

XII. Discussion/Approval of City Manager Contract (RCV)

Comments were received from City Manager Mitchell and City Attorney Harkness.

French moved, Decker supported, CARRIED, Approval of City Manager Contract terms with a contract forthcoming that supports the approved terms. (6-0, rcv)

1. Adjournment

Barnes moved, Decker supported, CARRIED, to adjourn council session. (6-0 vv)

Mayor Domingo adjourned the meeting at 8:55 p.m.

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Date Jill Domingo City Clerk