City of Albion

City Council Meeting

June 19, 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: Cullen Harkness, City Attorney; Stacey Levin, Assistant City Manager; Jill Domingo, City Clerk; Jason Kern, Deputy Chief Public Safety; John Tracy, Director Planning, Building & Code Enforcement; Tom Mead, Finance Director and Jim Lenardson, Director Public Services.

1. Mayor & Council Member’s Comments

Comments were received from Council Members Reid and Brown and Mayor Brown.

VI. Public Hearing-Set 2017 Tax Levy

A. Request Approval Resolution # 2017-25, To Set 2017 Tax Levy (RCV)

Mayor Brown opened the Public Hearing at 7:05 p.m.

No public comments were received.

Mayor Brown closed the Public Hearing at 7:06 p.m.

Comments were received from Finance Director Mead and Mayor Brown.

Spicer moved, French supported, CARRIED, To Approve Resolution # 2017-25, To Set 2017 Tax Levy as presented. (6-0, rcv)

VII. Presentations

1. 2016 Annual Audit-Abraham Gaffney

Bill Tucker, Abraham and Gaffney gave the following presentation on the 2016 Annual Audit:

* The financial statements represent an independent report on all funds for the City
* MDOT requires auditors to complete a performance audit for Act 51 funds. The audit found no discrepancies for this report.
* An uncorrected misstatement was found of $63,551 in the MERS pension plan which they felt was a timing issue with the statements.
* The City has five major funds.
* The City received a clean opinion which is the best you can receive.
* The MERS pension plan is 91% funded which is well above average and the Public Safety Pension Fund is 162% funded.
* The fund balance is $1,282,945.00 which is 37% of the general operating expenses. 15 to 20% is the minimum recommendation of the Auditors.
* There was a 4.3% increase in revenues contributed by income tax and personal property tax.
* There was a 2.1% decrease in expenditures due to Public Safety for county dispatch services.
* $335,645.00 was added to the fund balance for 2016

Comments were received from Council Member Lawler and Mayor Brown.

B. Big Read-Jess Roberts

Jess Roberts gave the following update on the 2017 Big Read program:

* Albion's Big Read is a program that aims to empower youth and bring communities together through shared reading experiences
* There will be twenty-two (22) Albion middle and high school students chosen as Leaders this year. Students must be nominated by teachers and the Big Read program Board to participate in the program.
* The first of six meetings will be held on Tuesday, June 20, 2017 at Albion College. A week long camp will also be held in August.
* They will be reading True Grit by Charles Portis. This story is set

out west in the 1870s, "True Grit" tells a story of adventure and revenge. Mattie Ross, a tenacious fourteen year-old, teams up with "double tough" U.S. Marshal Rooster Cogburn and Texas Ranger LaBoeuf to pursue the man who killed her father. You’ll find in this book many of the things you find right here in Albion—courage, friendship, loyalty, humor, mighty girls, complexity, messiness, and, of course, TRUE GRIT.

* The Big Read kick-off will begin with a parade starting at City Hall and proceed to Holland Park on September 30, 2017 from 1:00 - 4:00 p.m.
* Please note the following dates and events:
* 9/30, 1pm-4pm Parade & Kick-Off event in Holland Park/West Ward
* 10/3, 7pm-8:30pm The War & Treaty Concert at the Bohm Theater
* 10/11, 7pm-9pm "Where Did We Sit on the Bus?" a one-man show by Brian Quijada at the Bohm
* 10/21, 2pm-6pm all over Albion
* 10/26, Big Read CELEBRATION and keynote address by Jason Reynolds at the Bohm
* The Big Read Program has several sponsors and is always looking for additional groups interested in sponsoring the program.
* The books are free and book hubs will be available after the Festival of the Forks.

Comments were received from Council Members Reid and Spicer and Mayor Brown.

C. Build Albion Fellows Update

Robert Hays and Nicole Young gave the following Build Albion Fellows Update:

Summer 2017/Current Overview of Classes:

**Class of 2021**

* June Retreat
* The Social Change Model of Leadership
* 7 C’s
* Summer Dreams/Peapods

**Class of 2020**

* Albion Recreation Summer Dreams/Peapods
* Mentorship Positions
* Continued Practice with Leadership Models

**Class of 2019**

* Working With Harry Wilson
* Preparation for Capstone Projects
* Leadership Positions on Teams

**Neighborhood Revitalization Project**

* Revitalize the Community
* College and Community Volunteers
* 2 Block Area

**3rd Annual Basketball Tournament**

* Details
* July 15th at 10:30 AM (Rain Date: July 22nd)
* Holland Park (Westward)
* Ages: 10-13, 14-17, 18 & Up
* Hosts: BAF & Albion Rec.
* Sign Up: Online and at City Hall

**Current Sponsors**

* Albion Recreation Department
* Youth Fund
* James C. Kingsley Youth Fund

**Goals of Tournament**

* Increased Participation
* Increase Efficiency of Tournament 3-on-3
* Community Engagement
* Overall Fun Time

**Requests**

* Spread The Word
* Come Out
* Ideas

Comments were received from Council Members Reid and Lawler.

D. AmeriCorps VISTA Update

The following update was given by the AmeriCorps VISTA group:

**The Build Albion AmeriCorps VISTA Initiative**

* Albion College, the City of Albion, and community organizations began the
* Build Albion AmeriCorps VISTA Initiative in 2016.

**Focused on:**

* Capacity building
* Alleviating poverty
* Creating partnerships with stakeholders

**Albion Forward Survey Purpose**

1. Gather community input in regards to economic development, education, health and food access

2. Identify ways residents of Albion connect to the happenings in Albion

3. Identify transportation needs of Albion residents.

**The Process**

* From January 3rd, 2017 to April 14th, 2017

○ 470 surveys

■ 225 paper

■ 245 online

○ Survey was limited to residents of the City of Albion

● Advertising

○ Local newspapers

○ Community meetings

○ Community coalitions

○ Newsletters

○ Sponsored social media posts

**The Process**

VISTAs surveyed at nearly 25 different locations, including but not limited to:

* The Albion District Library
* New Hope Worship Center
* City Hall
* Books and More
* Family Fare
* Charles Snyder Building
* Kids “N” Stuff
* The Community Center
* Oak Meadows
* Forks Senior Center
* Over 400 hours spend surveying

**Challenges**

* Survey length
* Instructions were not always followed
* Small differences between survey formats
* Reaching the majority of residents

**Recommendations:**

* Utilized sponsored social media posts
* Start Neighborhood Planning Councils to
* Implement Neighborhood Watch
* Plan for infill housing developments
* Plan for developments in their neighborhoods
* Continue efforts to demolish and rehabilitate blighted homes and industrial properties
* Consider offering more learning opportunities for entrepreneurship/business to the community

**Volunteer Outreach**

* Over 150 residents are interested in volunteering
* VISTAs sent residents a Volunteer Interest Form

**A Big Thank You to Albion!**

The efforts to reach citizens were made possible by the hospitality of the many organizations that allowed us to survey at their locations. They also thanked everyone who took the time to take our survey, and the partner organizations who helped to create it. Currently receiving their feedback

**Want More Information?**

A full survey report containing further findings and more analyses will be available

soon.

They can be contacted at:

* Facebook.com/BuildAlbionVISTA
* Email: [BuildAlbionVistas@gmail.com](mailto:BuildAlbionVistas@gmail.com)
* Office: Ludington Center (101 North Superior Street, second floor)

A link to the survey results will be on the City of Albion’s website

Mayor Brown gave AmeriCorps VISTA members a certificate of appreciation.

Comments were received from Council Member Lawler.

E. Update on Precinct 4 Town Hall Meeting-Council Member Lawler

Council Member Lawler updated the Council on the Precinct 4 Town Hall Meeting with the following:

* Although there was a small turnout, the meeting went well.
* There was some venting but also some solutions
* Some of the concerns were:
* Sink holes
* Youth that has nothing to do. Solution-work to help Double Vision open so the youth have somewhere to go and something to do.
* Enforce garbage codes. Solution-Attach a flyer to the citations that help options.
* Union Steel Building. Residents would like to see this building torn down and replaced with affordable one level houses.
* Effective method of getting information to the Public**.** Solution-door knocking, social media and Next Door program.
* Holding Residents Accountable for Code Violations. Solution-have Public Safety help out with code violations.
* Adopt A Street program for cleanup in each precinct.
* Enforce Trash Ordinance
* Would like to see a medical facility on the first floor of the old Junior High School.
* Council Member Lawler explained the roles of Council Members and the EDC.

VIII. Public Comments (Persons addressing the City Council shall limit their comments to **agenda items only** and to no more than three (3) minutes. Proper decorum is required.)

No public comments were received.

1. Consent Calendar (VV)
2. Approval Regular Session Minutes – June 5, 2017
3. Approval of Assembly Permit for Brandon Heselchwerdt for a Multi-Church Gospel Sing on September 16, 2017 from 12-7:00 p.m.
4. Approval of Assembly Permit for Bill & Karen Dobbins for the Swinging at the Shell Concerts on Sunday’s from July 23, 2017 through September 10, 2017

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

1. Items for Individual Discussion

A. Request Approval 2016 Annual Audit (RCV)

Comments were received from Mayor Brown.

French moved, Reid supported, CARRIED, to Approve 2016 Annual Audit as presented. (6-0, rcv)

B. Request Approval Resolution # 2017-26, A Resolution to Approve Amendment of City Council Meeting Schedule (RCV)

Comments were received from Mayor Brown.

French moved, Spicer supported, CARRIED, to Approve Resolution # 2017-26, A Resolution to Approve Amendment of City Council Meeting Schedule as presented. (6-0, rcv)

C. Request Approval Resolution # 2017-27, To Approve Additional Funding for Calhoun County Land Bank Authority Demolition Program (RCV)

Comments were received from Council Members Brown, Reid, Spicer and Lawler; Finance Director Mead, Krista Trout Edwards, Director Calhoun County Land Bank and Mayor Brown.

French moved, Spicer supported, CARRIED, to Approve Resolution # 2017-27, To Approve Additional Funding for Calhoun County Land Bank Authority Demolition Program as presented. (6-0, rcv)

D. Request Approval Resolution # 2017-28, A Resolution to Approve COPS Hiring Program Grant Application (RCV)

Comments were received from Council Members Brown, Lawler, Reid and Spicer; Deputy Chief Kern and Mayor Brown.

French moved, Reid supported, CARRIED, to Approve Resolution # 2017-28, A Resolution to Approve COPS Hiring Program Grant Application as presented. (6-0, rcv)

E. Request Approval Resolution # 2017-29, To Approve Electronic Recycling Program (RCV)

Comments were received from Council Members Brown and French; Assistant City Manager Levin; Director of Public Services Lenardson and Mayor Brown.

French moved, Brown supported, CARRIED, to Approve Resolution # 2017-29, To Approve Electronic Recycling Program as presented. (6-0, rcv)

F. Request Approval 2nd Reading and Adoption of Ordinance # 2017-04, An Ordinance to Amend Ordinance # 66-140 Solid Waste (RCV)

Comments were received from City Attorney Harkness.

French moved, Brown supported, CARRIED, to Approve 2nd Reading and Adoption of Ordinance # 2017-04, An Ordinance to Amend Ordinance # 66-140 Solid Waste as presented. (6-0, rcv)

G. Request Approval 2nd Reading and Adoption of Ordinance # 2017-05, An Ordinance to Amend Ordinances # 94-1, 94-2, 94-3 and 94-4 and to Rescind Ordinances # 94-5, 94-6, 94-7, 94-36, 94-37, 94-38, 94-66, 94-67, 94-68, 94-69, 94-70, 94-71, 94-96, 94-97, 94-98, 94-99, 94-100, 94-131, 94-132, 94-133 and 94-134 (RCV)

Comments were received from City Attorney Harkness.

French moved, Spicer supported, CARRIED, to Approve 2nd Reading and Adoption of Ordinance # 2017-05, An Ordinance to Amend Ordinances # 94-1, 94-2, 94-3 and 94-4 and to Rescind Ordinances # 94-5, 94-6, 94-7, 94-36, 94-37, 94-38, 94-66, 94-67, 94-68, 94-69, 94-70, 94-71, 94-96, 94-97, 94-98, 94-99, 94-100, 94-131, 94-132, 94-133 and 94-134 as presented. (6-0, rcv)

H. Discussion-Changes/Recommendations for Council Rules of Procedure

French moved, Brown supported, CARRIED, to **POSTPONE** Changes-Recommendations to the Council Rules of Procedures until a draft becomes available. (6-0, vv)

I. Discussion-Update on Pothole Repairs on Ionia & North Street and Division and Hall Street

Director of Public Services Lenardson stated the pothole repairs on Ionia & North Street and Division and Hall Street have been completed. The Division and Hall Street area will be more of a long term fix while the Ionia and North Street area is more of a temporary fix.

Director of Public Services Lenardson also stated the Department of Public Services responds as soon as possible to these types of issues and set out barricades to make the area safe until repairs can be made. The Department of Public Services has had a lack of staff due to vacation and sick time and has been extremely busy working on the cemetery, market place and Holland Park. An urgent issue will be taken care of right away.

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

XI. City Manager Report

Assistant City Manager Levin gave the following City Manager Report:

* Our City Manager is currently visiting our sister City, Noisy Le Roi.
* The French Market was a huge successes with over forty (40) vendors.
* The Juneteenth Celebration was also a huge success with many thanks for Council Member Reid, ADPS and the Department of Public Services for all their hard work in making this a successful event.
* The City will be sponsoring the Albion Community Visioning Event on June 28th, 2017 from 4-7:00 pm at the Fire Station. This will be an interactive event of family friendly fun, food entertainment and Idea sharing. There will be food trucks, a special Farmers Market (set-up on Clinton Street), entertainment and kid’s activities.

XII. Future Agenda Items

* Council Member Brown asked for the Council Rules & Procedures be added to the next agenda.
* Council Member Spicer asked for a report on the Victory Park restrooms be added to the next agenda.
* City Attorney Harkness asked for a discussion/update on nuisance property litigation be added to the next agenda.
* Council Member French asked for a Proclamation honoring the AmeriCorps VISTA be added to the next agenda.
* Mayor Brown asked for an update on Crowell School to be added to the next agenda.

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

Brown moved, French supported, CARRIED, to Excuse Council Member Barnes. (6-0, vv)

XIV. Public Comments (Persons addressing the City Council shall limit their comments to no more than three (3) minutes. Proper decorum is required.)

No public comments were received.

XIV. Adjournment

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

Mayor Brown adjourned the meeting at 9:25 p.m.

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Date Jill Domingo City Clerk