City of Albion

City Council Meeting

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

Staff Present: Sheryl Mitchell, City Manager; Cullen Harkness, City Attorney; Jill Domingo, City Clerk; ; Tom Mead, Finance Director; Scott Kipp, Chief Public Safety and Stacey Levin, Assistant City Manager.

V. Mayor & Council Member’s Comments

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

VI. 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 Regular Session Minutes – January 17, 2017
3. Approval Study Session Minutes-January 17, 2017
4. Approval Special Council Session Minutes-January 24, 2017

French moved, Brown supported, CARRIED, to approve the Consent Calendar as presented. (7-0 vv)

1. Items for Individual Discussion

A. Request Approval 2nd Reading Ordinance # 2017-01, An Ordinance to Designate the Office of the City Clerk as an Administrative Office of the City (RCV)

Comments were received from City Manager Mitchell.

French moved, Reid supported, CARRIED, to approve 2nd Reading Ordinance # 2017-01, An Ordinance to Designate the Office of the City Clerk as an Administrative Office of the City as presented. (7-0 rcv)

B. Discussion-Union Steel Building

City Manager Mitchell stated discussion of the Union Steel building came from a future agenda item from the previous Council meeting to discuss the condition of the building and also the feral cats living in the building.

Amy Rose Robinson, Calhoun County Land Bank updated the Council with the following items pertaining to the Union Steel Building:

* From 1994-2014, this property has had issues with non-payment of property taxes
* It was foreclosed in 2008 and sold at the 2nd property auction.
* In 2011, it was once again foreclosed and sold in 2012 for $550.00. The property was then re-sold in April 2012 to another private owner.
* In 2014, an oil spill due to stripping of the property occurred. The EPA responded and the property was transferred to the Calhoun County Land Bank. The determination was made for the property to remain in the Land Bank and not be sold at auction.
* In December of 2014, due to the deterioration of the building, a fence was erected on the property. The DEQ and EPA were contacted for help with funds for demolition of the building.
* In 2015, addition boarding, securing and mowing occurred with the property. The property was included in the Target Market Analysis for potential help of state funding for demolition.
* A state grant is available with a 25% local match. The Calhoun County Land Bank in conjunction with the City would need to raise the 25% match. An exact amount has yet to be determined on the cost of demolishing the building.
* The Calhoun County Land Bank has applied for a $50,000 EPA grant to do an assessment of the property. This must be done before demolition can occur.
* The Calhoun County Land Bank has also reached out to Albion College to help demolish this building due to the close proximity to the President of the College’s residence.
* The first step towards demolition of this building would be the assessment and then actual demolition cost.

Council Member Lawler asked if the Union Steel building were torn down, what would happen to the feral cats.

Chief Kipp stated the department doesn’t have any resources for cats and hopes the Friends of Albion Animals would be willing to help.

Additional comments were received from Council Members Brown and French and City Attorney Harkness.

C. Update on Solid Waste Millage

French moved, Brown supported, CARRIED, to **Table** Update on Solid Waste Millage and go back to Union Steel Building Discussion. (7-0, vv)

French moved, Brown supported, CARRIED, to take the Solid Waste Discussion from the Table. (7-0, vv)

City Manager Mitchell stated the solid waste millage is an ongoing millage. The solid waste fund was running in a deficit last year and had to borrow $120,000 from the water fund to get through the year. She cautions making any changes to the solid waste fund until these funds have been paid back to the water fund in full. The approximate amount to be collected for 2017 is $213,000. She suggests the Council wait until the next budget to review the solid waste fund when we should have a better understanding of the real cost of the single hauler service and how much part time wages will be needed.

Council Member Lawler inquired what municipal services were included in the single hauler program and what the fees would be for not complying with the ordinance.

City Manager Mitchell stated seven (7) municipal sites are included in the single hauler program but each site will have fees associated with the service.

Residents will receive a letter and have ten (10) days to comply with the refuse ordinance. After the ten (10) days, the resident will be charged $100.00/day fine for non-compliance

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

D. Discussion/Approval-Changes to Council Rules of Procedure (RCV)

Mayor Brown stated the MML training session was very helpful and he thanked the Council for approving the funds for the training. The MML did a great job and he would like it to be an ongoing commitment for the Council to take care of the updating the Council Rules of Procedure this year.

Council Member French stated he found the training extremely helpful and found inconsistencies and suggestions were well received. He would like to see citizen comments on individual agenda items that require action/vote from the Council and also to correct the language inconsistencies. He would also like to see the current Rules of Procedure added to the City’s website.

Council Member Lawler would like the Council to ask for citizen comments in each of the individual discussion items.

Council Member Barnes would like to address the agenda items themselves. He would like who prepares the agenda and who can place items on the agenda. Would like to see format and political correctness.

City Manager Mitchell stated she would work with the City Clerk and they would change the grammar and language inconsistencies in the Council Rules of Procedures.

E. City Manager Report

City Manager Mitchell updated the Council with the following items:

* Please complete the evaluation form for the MML training and return to the City Manager’s Office.
* Friday, February 10, 2017, The Urban League of Battle Creek will be honoring Mr. Milton Barnes. The cost is $50.00 and if you would please let the City Manager’s office know if you would like to attend. A proclamation from the City will be presented.
* The Department tour dates have been finalized. They will be Monday, February 13, 2017 from 4-6pm and Wednesday, February 15, 2017 from 4-6pm.
* The goal setting session will be finalized with the Mayor and an email will sent out with the date. The dates will be one of the following-February 23, 24, 27 or 28th.
* Albion employees and spouses will have a “Albion Family Chiropractic Lunch and Learn”, Wednesday, February 8, 2017 from noon until one-second floor of the Ludington Center. A spinal screening specialist and massage therapist(s) will provide a FREE on-site 5-minute presentation about spinal health, conduct spinal screenings, and offer 5-minute chair massages.
* ADPS is working on a celebration for the 100 years the Albion Police Department has been in existence.
* Recreation Department is working on expanding summer programs. The Open Walk and Open Gym are continuing and will have extended hours. The next round of Water Aerobics will be from February 21st – March 30th, 2017.
* The ABA Board is working on finalizing leases for EDC building.
* The DDA will have a presentation from MDOT at their meeting on Wednesday, February 8, 2017 at 7:30 am in the Mayor’s Office.
* The Ismon House is working on plans for the 2nd floor renovation.
* The Planning Commission is working on the Community Garden Ordinance and has received two community garden applications for approval.
* The AmeriCorps Vista program is continuing with the Albion Forward Survey and will be hosting a “Love Where You Live” Event held on Thursday, February 23, 2017 from 5:30 – 7:00 pm at Tenant Hall. They also are involved in the Ready Development Community project.
* The Greater Albion Chamber of Commerce & Visitors Bureau will have its annual dinner meeting on Tuesday, March 28 at Duck Lake Country Club. This is an enjoyable evening with good food, good music, and good company. It is open to the public and all are welcome. This event is also our opportunity to honor and thank those individuals who have given their time and resources to the betterment of Albion. Honorees are selected by way of public nominations. Letters of nomination should be sent to the Chamber by Wednesday, February 22, 2017.
* The Calhoun County Public Health Department has seen an increase in the immunization rate for Calhoun County.
* The County Wide Transit Program is moving forward.
* The Diversity Community will hold a kick-off event on Saturday, February 25th, 2017.

F. Future Agenda Items

French moved, Brown supported, CARRIED, to **Table** Future Agenda Items and go back to City Manager Report. (7-0, vv)

French moved, Spicer supported, CARRIED, to take the Future Agenda Items from the Table. (7-0, vv)

* Council Member Barnes asked to add exemptions to the single hauler trash service to the next agenda.
* Council Member Barnes asked to have the payoff of the water treatment bond and the approximate $165,000 in funds this will create added to the next agenda.

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

No action was necessary as all members were present.

1. Citizen’s Comments

Comments were received from Robert Dunklin, 707 Huntington Blvd.; Janice Best, 710 S. Eaton St.; Al Smith, 1209 Adams St.; Calhoun County Commissioner Gary Thompkins and Chief Scott Kipp.

1. Adjournment

French moved, Brown supported, CARRIED, to adjourn council session. (7-0 vv)

Mayor Brown adjourned the meeting at 8:07 p.m.

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Date Jill Domingo City Clerk