City of Albion

City Council Meeting

May 15, 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), Andrew French (6) and Mayor Brown. Maurice Barnes (1) was absent.

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

1. Mayor & Council Member’s Comments

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

Reid moved, French supported, CARRIED, To Remove Presentation Items E (Holland Park) and F (Juneteenth) from the Agenda and Place on the Next Council Meeting Agenda. (6-0, vv)

VI. Presentations

1. Proclamation for Tom Gladney-Chief Kipp

Chief Kipp gave a brief history of Tom Gladney’s career as a former Albion Police Officer and Assistant Director of Campus Safety. Mr. Gladney and his wife Barbara help to start the “Melting Pot” in the early 70’s which brought together people of all race and color to have meals together and take the time to get to know one another. The City of Albion received the “All American City Award” in 1974 because of “The Melting Pot’. Tom and Barbara and have made a positive impact on the City of Albion and also the Albion Community and are truly an asset to our community.

Chief Kipp presented Mr. Gladney with a plaque and made him an “Honorary Chief of Police”.

Mr. Gladney received a standing ovation along with several compliments and accolades for his contributions to the City of Albion and the community. Many former co-workers of Mr. Gladney’s traveled to be at the meeting to see Tom receive this award.

Comments were received from Tom Gladney; Paul Keller; Walt Nichols; Conrad Sindt; Sandy Pimitil; John Cease and Barbara Gladney.

B. Proclamation for Richard Decker-Chief Kipp

Mayor Brown read aloud Proclamation and presented to Retired Police Officer Richard Decker.

Comments were received from Richard Decker.

C. Oath of Office-Public Safety Officer William Lazarus

City Clerk Domingo administered Oath of Officer to Public Safety Officer William Lazarus.

Comments were received from Chief Kipp.

D. Proclamation for National Poppy Day

Mayor Brown read aloud the National Poppy Day Proclamation and presented to American Legion Commander Harry Root.

Comments were received from Harry Root, American Legion Commander.

E. Holland Park Presentation-Council Member Reid

Presentation was removed from agenda and will be added to the next Council meeting agenda.

F. Juneteenth Presentation-Council Member Reid

Presentation was removed from agenda and will be added to the next Council meeting agenda.

VII. PUBLIC HEARING-2017 Sidewalk Exemptions

Mayor Brown opened the Public Hearing for Sidewalk Exemptions at 7:50 p.m.

Mayor Brown asked for a short recess to allow for the public to leave the Council Chambers.

Brown moved, Spicer supported, CARRIED, to Allow for a Short Recess to allow for the public to leave the Council Chambers.

(6-0, vv)

Mayor Brown adjourned the Council meeting at 7:55 p.m.

Brown moved, Spicer supported, CARRIED, to re-convene the Council Meeting. (6-0, vv)

Mayor Brown re-convened the Council meeting at 7:57 p.m.

Public Comments were received from the following:

Christina Phipps, 409 High Street, who asked to be included in the sidewalk exemption but would be willing to donate the $50.00 to the City.

Comments were received from Council Members French, Reid and Lawler, City Manager Mitchell and City Attorney Harkness.

Mayor Brown asked to have Christina Phipps. 409 High Street added to the exemption list.

Clarissa Lewis, 703 Valhalla Drive, asked if the funds that had been paid by residents of ValHalla Drive for the past years could be used to improve ValHalla Drive.

Mayor Brown stated the funds for the sidewalk assessment can only be used for sidewalk repair; however, consideration would be given to ValHalla Drive for the local street improvement project.

Council Member Spicer asked for clarification of Mrs. Lewis’s request and stated that a street had been slated for this year’s local street improvement project.

Dennis Reid, 1103 Burr Oak asked for the sidewalk exemption.

Mayor Brown closed the Public Hearing at 8:00 p.m.

A. Request Approval Resolution # 2017-21, Sidewalk Exemption Approval (RCV)

Council Member Brown asked to abstain from voting on the Approval of Resolution # 2017-21. Sidewalk Exemption Approval as she was on the list for a sidewalk exemption.

French moved, Reid supported, CARRIED, to Allow Council Member Brown to abstain from voting on the Approval of Resolution # 2017-21. Sidewalk Exemption Approval. (5-0, vv)

Comments were received from Council Members Lawler and Spicer, City Manager Mitchell and City Attorney Harkness pertaining to whether the three exemptions that did have a public sidewalk would be included in the vote on the exemption and also if the City would notify them concerning the denial of the exemption.

French moved, Spicer supported, CARRIED, to Approve Resolution # 2017-21, Sidewalk Exemption Approval as presented. (5-0,rcv)

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.)

Comments were received from Bill Dobbins, 15901 E. Michigan Avenue.

1. Consent Calendar (VV)
2. Approval Special Session Minutes – April 27, 2017
3. Approval Regular Session Minutes-May 1, 2017

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

1. Items for Individual Discussion

A. Request Approval Resolution # 2017-22, To Authorize the City Clerk to Sign and Submit a Grant Application to the State to Purchase Election Equipment Funded by HAVA and the State of Michigan (RCV)

Comments were received from Council Members Lawler, Reid and Brown; City Manager Mitchell, City Attorney Harkness and City Clerk Domingo.

French moved, Reid supported, CARRIED, to Approve Approval Resolution # 2017-22, To Authorize the City Clerk to Sign and Submit a Grant Application to the State to Purchase Election Equipment Funded by HAVA and the State of Michigan as presented. (6-0, rcv)

B. Request Approval Resolution # 2017-23, A Resolution to Approve Bid and Entry into Agreement with Revitalize, LLC for Administrative Consulting Services as a Third Party CDBG Grant Administrator (RCV)

Comments were received from Council Member Brown and City Manager Mitchell.

French moved, Lawler supported, CARRIED, to Approve Resolution # 2017-23, A Resolution to Approve Bid and Entry into Agreement with Revitalize, LLC for Administrative Consulting Services as a Third Party CDBG Grant Administrator as presented. (6-0, rcv)

C. Discussion-Street Replacement Signs

Council Member Spicer asked the process in which residents can get street signs replaced.

City Manager Mitchell stated residents should call City Hall and request the sign to be serviced/replaced. The City is currently in negotiations with Calhoun County to cost effectively replace the street signs.

Director of Public Services Lenardson stated sixty two (62) signs have been identified as needing replacement. Forty (40) of the signs have been ordered and the remaining twenty-two (22) will be ordered. Director Lenardson asked if residents have a street sign that needs replacing that they call City Hall or the Street Department so they may be added to the list. The replacement street signs will be as close to what we currently have.

Council Member Spicer asked about the rusty poles.

Director of Public Services Lenardson stated two years ago, we had a community group that painted several of the rusty poles and he would contact them and see if they would be interested in repainting the poles.

Council Member French asked if the street signs would fall under the Historical Association rules for replacement.

Director of Public Services Lenardson stated he would check with the Historical Society and also with MDOT to make sure any restrictions are met with the sign replacements.

City Manager Mitchell stated she will also work with the Way Finding Signage Committee to expand their research on the Historical Society rules for replacement.

D. Discussion-Council Rules of Procedure

Mayor Brown would like to have a sub-committee of three members of the Council to work on the formatting of the Council Rules of Procedure. The sub-committee would consist of Council Members Brown and French and Mayor Brown. Mayor Brown would like to see the formatting mirror that of Port Huron. The sub-committee will give a progress report the first Council meeting in June.

Comments were received from the following:

Council Member Brown asked to set a timeline for completion of the Council Rules and Procedures.

Council Member Lawler who asked why the Council needed to create a sub-committee for the Council Rules and Procedure

Council Member Spicer who supports the sub-committee suggestion and feels there is not a need for a definite timeline of completion.

Mayor Brown felt a sub-committee would make it easier for the Council and not create several additional meetings of the entire Council.

Council Member French made the following motion:

French moved, Brown supported, CARRIED, to Approve Creation of a three person Council sub-committee consisting of Council Members Brown and French and Mayor Brown to consolidate the Council Rules of Procedures. (6-0, rcv)

E. Request Approval for Assembly Permit for Salem United Church of Christ Rummage & Bake Sale in Crowell Park (RCV)

Comments were received from Mayor Brown and City Manager Mitchell.

French moved, Reid supported, CARRIED, to Approve Assembly Permit for Salem United Church of Christ Rummage & Bake Sale in Crowell Park as presented. (6-0, rcv)

F. Request Approval to Open City Hall at 8:30 a.m. on Wednesday, May 17th, 2017 for an Employee Appreciation Breakfast hosted by First Baptist Church and Homestead Bank (VV)

Comments were received from Council Member Brown, City Manager Mitchell and Scott Evans, Homestead Bank.

French moved, Reid supported, CARRIED, to Approve Opening City Hall at 8:30 a.m. on Wednesday, May 17th, 2017 for an Employee Appreciation Breakfast hosted by First Baptist Church and Homestead Bank as presented. (6-0, vv)

G. Request Approval of Temporary Signs for Downtown Businesses (VV)

Comments were received from Council Members French and Lawler; City Manager Mitchell; City Attorney Harkness and Director of Planning, Building & Code Enforcement Tracy.

French moved, Spicer supported, CARRIED, to Approve Temporary Signs for Downtown Businesses as presented. (6-0, vv)

XI. City Manager Report

City Manager Mitchell asked Director Public Services Lenardson to give an update on scheduled water shut-off for the downtown area.

Public Services Director Lenardson stated there will be a scheduled water shut off on Wednesday, May 17th, 2017. The proposed times will be from 7:00 a.m. until 5:00 p.m. for new valves to be installed and allow for a smaller area to be shut-off in case of a water main break.

The affected areas are S. Superior St. from Erie St. south to River St. and E. Erie St. from S. Superior St. east to Linden Ave.  Boil Water Notices will be delivered to area residences and businesses.

Comments were received from Council Member Spicer and Mayor Brown.

City Manager Mitchell continued her report with the following:

**City Manager**

* **MDOT – Superior Street Reconstruction** –
* Water Main breaks are having an impact on water service
* A planned shutdown of the system is planned for S. Superior St – Between River St & Eric St.
* Bi-Weekly Update: Wednesday, May 24th at 9am, Ludington Center
* **June 28th – Community Visioning Celebration – Albion Fire Station**
* Attended Retirement Party for Paul Makoski, Environmental Health Manager for Calhoun County
* Attended session hosted by Harry Bonner, with Rep. Bizon and County Prosecuting Attorney Dave Gilbert to discuss marijuana laws.
* The 1st in the 3 - 5k races was a great success – “Run the Rock”. Scott Kipp and Stacey Levin ran. Looking to expand participation with City Teams – “City Haller” and “City Crawlers”!
* Lead Task Force is planning on several public information and lead testing events in Albion.

**Public Services**

* Granger has mailed a communication regarding the wording on their invoices. Residents can request to receive invoices without the messages.

**AmeriCorps/Vista** – currently conducting interviews for placements for 2 positions with the City focusing on Planning and Neighborhood Stabilization.

**Finance Dept** – Expect the 2016 Audit to be final

**BOARDS AND COMMISSIONS**

**Albion Building Authority:**

* Next scheduled meeting is June 8th at Maple Grove

**Albion Trust**

* Council approved the renewal. Accepting applications for Trustee positions.

**Downtown Development Authority**:

* Red, White & Blue Car Cruise is June 29th.

**Planning Commission**

* Considering amendments to Community Garden ordinances.
* Annual Report will be on next council agenda

**Greater Albion Chamber & Visitors Bureau**

* **Eggs & Issues:** The current schedule of Eggs & Issues meetings are as follows:
  + May 19 @ Duck Lake Country Club

**EVENTS**

**Resilient Communities – Cronin Project**

* Tuesday, May 16 @ 6pm – Movie Screening – “Traces of the Trade”, Bohm Theatre
* Thursday, May 18 @ 6pm – Community Book Study – Albion District Library
* Thursday, June 1 @ 6:30pm – Community Conversation, Ludington Center
* Wednesday, June 7 @ 8:30am – Holocaust Museum Center Field Trip
* ALL EVENTS ARE FREE; REGISTRATION: amrcp.org/registration

**Our Community Employee Appreciation** – Wednesday, May 17th from 7:30am-8:30am at Ludington Center. Hosted by First Baptist Church and Homestead Bank.

**Prayer Breakfast Honoring Mothers** – Saturday, May 20th, 9:30am-11am @ Albion College, Upper Baldwin $10

**Premiere of the War & Treaty Video** – Wednesday, May 24th at 7pm, Bohm Theatre

**Albion Farmer’s Market** – the new Market Master is Laura Overholt. They are now open on Saturday’s from 9am-1pm in Stoffer Plaza. Will resume Wednesday’s in June.

**French Market** – the Albion Sister City Committee is hosting the French Market on Saturday, June 10th from 10am-3pm. They are accepting applications from interested vendors for agricultural products, ready to eat foods, baked goods, hand crafted items, antiques & vintage items, as well as community organization. See Stacey for more details.

XII. Future Agenda Items

* Council Member Reid would like presentations on Holland Park and the Juneteenth celebration added to the next agenda.
* Council Member Brown would like a discussion of Closure of Crowell School.

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

French moved, Spicer 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.)

Comments were received from Mike Bearman, 11016 29 Mile Rd and Mayor Brown.

XI. Adjournment

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

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

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Date Jill Domingo City Clerk