City of Albion

City Council Meeting

May 2, 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, Lenn Reid, Garrett Brown, Rebecca Decker, Cheryl Krause, Andrew French, Joe Domingo

Staff Present: Sheryl Mitchell, City Manager; Cullen Harkness, City Attorney; Sandee MacGeorge, Recording Secretary; Chief Scott Kipp, Public Safety

1. Mayor & Council Member’s Comments

Comments were received by Council Members Barnes, Krause, French and Mayor Domingo.

1. Presentations
2. Proclamation – National Day of Prayer

Pastor Amos was present to receive the National Day of Prayer proclamation from Mayor Domingo.

1. Proclamation – Municipal Clerk’s Week

Mayor Domingo read a proclamation for Municipal Clerk’s Week.

1. Assessing Update – Julie Cain-Derouin

Ms. Cain-Derouin noted that Albion falls in with the rest of the county for taxable values. The City’s values are going down, with Personal Property taxes showing a 27% decrease. Albion is not on the upswing yet.

Ms. Cain-Derouin thanked the City Manager for having her offices painted and new carpet installed.

1. Albion-Marshall Connector – Josh de St. Aubin

Mr. de St. Aubin manages Dial-A-Ride Marshall and the Albion-Marshall Connector. The Albion-Marshall Connector operates M-F from 7:30 a.m. – 4:30 p.m. He reported that 92% of the riders are starting their trip in Albion, going to Marshall. Twenty-two percent of riders are going to Marshall to shop, with 20% using it for hospital services, 17% education and 10% medical. Mr. de St. Aubin noted that if they don’t receive the needed funding by July 1, 2016, they will be closing the Albion-Marshall Connector service down in August.

Comments were received by Council Members Decker, Brown and Barnes.

1. Citizen’s Comments – None

* Council Member French noted there was a typo on the agenda; IX. H. “Authoring” should be “Authorizing”.

1. Consent Calendar
2. Approval Regular Session Minutes – April 18, 2016

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

1. Items for Individual Discussion
2. Request for Approval Community Visioning and Citizen Engagement Plan

Mariah Phelps, Albion College Intern working with the Albion EDC, spoke on the Community Vision and Citizen Engagement Plan. At the end of the process, there will be a vision for the City of Albion which is a product of citizen engagement, city leadership, partnerships and regional perspective. Comments were received by City Manager Mitchell.

French moved, Decker supported, CARRIED, to approve the Community Vision and Citizen Engagement Plan. (7-0 rcv)

1. Request for Approval Resolution #2016-27, Sidewalk Exemptions

The City would like to proceed with a public notice and public hearing to hear new appeals for exemptions to the 2016 special sidewalk assessment for those properties without sidewalks and for which sidewalks are not scheduled for installation this year. A property owner, party of interest or agent may appear in person at the public hearing to seek exemption to the special assessment or may file their appearance by letter, if received before the date of the public hearing.

Comments were received by Council Members, Brown, Barnes, French, City Attorney Harkness and City Manager Mitchell.

Brown moved, French supported, CARRIED, to amend Resolution #2016-27, by removing sentence #5, “The property owners benefited from the increase in value of individual properties in the city and relieving them of the individual burden of repair and replacement to the sidewalks that abut their property.” (7-0 rcv)

Brown moved, French supported, CARRIED, to approve Resolution #2016-27, A Resolution to Establish Exemptions for Annual Sidewalk Assessments, as amended. (7-0 rcv)

1. Request for Approval of Settlement Agreement and Release

Comments were received by City Attorney Harkness.

French move, Krause supported, CARRIED, to approve the settlement agreement and release. (6-1 rcv. Domingo dissenting)

1. Request for Approval Settlement Agreement

Comments were received by City Attorney Harkness.

French moved, Decker supported, CARRIED, to approve the settlement agreement. (6-1 rcv. Domingo dissenting)

1. Request for Approval Resolution #2016-28, A Resolution to Establish Summer Internship Position in the Office of the City Manager

The City has embarked upon a number of new initiatives that require additional staff support for projects such as the Redevelopment Ready Community and Comprehensive Pan for the summer. The City Manager is recommending the appropriation of $5,000 for the creation of a paid summer internship position to help the City implement these initiatives. It was suggested that because this position is related to development, the cost could be split between the City and EDC.

Comments were received by City Manager Mitchell, Council Members French, Decker, Barnes, Brown and Mayor Domingo.

French moved, Krause supported, CARRIED, authorizing the creation of a new summer intern position appointed by and working in the office of the City Manager and authorizing an appropriation of $5,000.00. (6-1 rcv. Domingo dissenting)

1. Request for Approval of Resolution #2016-29, a Policy for Purchase of Obsolete Property to City Employees

To ensure the protection of the City’s assets and to provide for the fair and proper disposal of obsolete, surplus and salvage property, a policy is proposed for adoption. Procedures on how to dispose of property of no value, property of nominal value, property of limited value and property of substantial value are outlined in this policy. For all such property, the department head will notify the City Manager, who will first attempt to find a use for the property in another department. The City Manager shall report dispositions to the Council at least annually.

Comments were received from City Manager Mitchell, City Attorney Harkness and Mayor Domingo. It was suggested that all prices have decimal points added to the amounts.

Barnes moved, French supported, CARRIED, to approve Resolution #2016-29, Policy for Purchase of Obsolete Property to City Employees. (7-0 rcv)

1. Request for Approval Resolution #2016-30, A Resolution to Authorize Writing Off Utility Bills and Abatement Charges on County Foreclosed Properties

The Calhoun County Treasurer has notified the City of 36 parcels that were foreclosed on this year. Outstanding utility bills and abatements are not able to be collected on foreclosed properties according to the General Property Tax Act, Public Act 206 of 1893, as amended.

French moved, Krause supported, CARRIED, to authorize the City of Albion to write off $12,918.37 in utility bills and abatements on the 36 properties foreclosed by Calhoun County. (7-0 rcv)

1. Request for Approval of Resolution #2016-31, A Resolution Authorizing Memorandum of Understanding with the Calhoun County Land Bank Authority

In April 2009 the City and Calhoun County Land Bank Authority entered into an agreement for the use of the old Harvard Transportation garage at 923 Austin Avenue to house fire vehicles. The City agreed to make repairs with the understanding that CCLBA would reimburse costs up to $7,500. The City has incurred costs of approximately $7,000. This building has recently been sold.

The CCLBA also sold a parcel, 200 S Superior St, to become part of the hotel project. Under the Tax Reverted Clean Title Act, they are entitled to 50% of the eligible tax reverted property for the next 5 years.

This Memorandum of Understanding stipulates that the CCLBA waives its entitlement to 5-year 50% tax revenue and consents to the parcel being combined with the surrounding parcels. The City agrees to waive the reimbursement from the garage agreement.

Comments were received by the City Manager Mitchell.

Barnes moved, Brown supported, CARRIED, to approve Resolution #2016-31, Authorizing the Memorandum of Understanding with the CCLBA and authorized the City Manager to sign on behalf of the City of Albion. (6-1 rcv. Domingo dissenting)

1. Discussion/Update on Progress of Abatements/Timeline for 600 Block of Austin Avenue

This item was tabled and will be put on the next agenda for discussion.

1. City Manager Report

City Manager Mitchell reported:

* + Upgrades have been made to the Assessing Office.
  + Railroad Crossing Work continues. Chestnut to Brownswood and Hannah at Eric will be closed May 9 – May 21.
  + The Annexation Election is Tuesday, May 3rd. Precincts are open from 7 a.m. – 8 p.m.
  + Team Plastics Ribbon cutting is May 3rd at 11 a.m.
  + Albion and Calhoun County received a Recycling Award and a grant for $500 to offset the costs of the recycling electronics in the special collection later this year.
  + The Hotel Ground Breaking is May 12th at 10:30 a.m.
  + The Citizens Forum is May 12th from 6-7 p.m. at Washington Gardner School.
  + The DDA is hosting a Business Roundtable on June 9th at 6 p.m. at the Albion District Library.
  + The Albion Farmer’s Market opens on May 7th at Stoffer Plaza.
  + The French Market will be held on May 14th from 11 a.m. – 3 p.m.

1. Future Agenda Items
2. Set a study session regarding the Albion-Marshall Connector and possible millage.
3. Discussion – Albion Trust renewal or redraft
4. Discussion – Juneteenth Celebration at Holland Park
5. Motion to Excuse Absent Council Member(s)

All Council Members were present.

1. Citizen’s Comments

Comments were received by Vivian Davis, 901 Huntington Blvd; Ruby Coates, 309 Booth Dr; Sheriff Matt Saxton, 9647 Belleview Rd, Penfield; Sonya Brown, 713 Orchard Dr; Mike Bearman, 11016 29 Mile Rd; Jay Loomis, 408 W Ash St.

1. Adjournment

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

Mayor Domingo adjourned the meeting at 9:09 p.m.

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Date Sandee MacGeorge

Recording Secretary