

**GRAND LEDGE CITY COUNCIL
310 GREENWOOD ST.
GRAND LEDGE MI 48837
(517) 627-2149**

**CITY COUNCIL MINUTES – REGULAR MEETING
MONDAY, 14 FEBRUARY 2022 – 7:30 P.M.
GYMNASIUM, CITY HALL
310 GREENWOOD ST., GRAND LEDGE MI 48837**

- I. ROLL CALL OF COUNCIL** – Mayor Thom Sowle; Mayor Pro-Tem Keith Mulder; and Council Members Brett Gillespie, Tom Jancek, Rick Lantz, and Don Willems
– Lynne MacDowell was excused

OTHERS PRESENT – Adam Smith, City Manager; Ameer King, Assistant City Manager; Gregory Newman, City Clerk; Dave Gutchess, Public Services Superintendent; Kurt Ristow, Public Works Superintendent; Susan Stachowiak, Zoning Administrator;

II. PLEDGE OF ALLEGIANCE

Mayor Sowle led those in attendance in the Pledge of Allegiance.

III. AUDIENCE PARTICIPATION

The public did not comment.

IV. APPROVAL OF CONSENT AGENDA

- A. Motion** – To approve the Monday, 14 February 2022 City Council consent agenda, as follows:

- i. Financial transactions and bills.
- ii. Monday, 24 January 2021 City Council minutes.
- iii. Resolution #09 of 2022 – To approve the Fitzgerald Park Water Main Railroad Crossing Construction Contract Modification #1.

COUNCIL MEMBER GILLESPIE MOVED, COUNCIL MEMBER JANCEK SECONDED, TO APPROVE THE MONDAY, 14 FEBRUARY 2022 CITY COUNCIL CONSENT AGENDA. MOTION CARRIED UNANIMOUSLY.

V. APPROVAL OF REGULAR AGENDA

- A. Motion** – To approve the Monday, 14 February 2022 regular City Council agenda.

COUNCIL MEMBER GILLESPIE MOVED, COUNCIL MEMBER JANCEK SECONDED, TO APPROVE THE MONDAY, 14 FEBRUARY 2022 REGULAR CITY COUNCIL AGENDA. MOTION CARRIED UNANIMOUSLY.

VI. COMMITTEE AND BOARD REPORTS**Board of Cemetery Trustees**

Gregory Newman, City Clerk, reported the Board of Cemetery Trustees discussed mausoleum use and oversize burials.

Downtown Development Authority

Adam Smith, City Manager, reported the Downtown Development Authority approved the proposed purchase agreement for 211 S. Bridge St.

Parks and Recreation Commission

Council Member Jancek mentioned the Parks and Recreation Commission set 22 April 2022 for Earth Day activities in Grand Ledge and created a subcommittee to develop activities for Earth Day.

Planning Commission

Adam Smith, City Manager, reported the Planning Commission recommended the proposed Zoning Ordinance amendment addressing building height.

VII. STAFF REPORTS**Manager's Office**

Adam Smith, City Manager, mentioned the scheduled Fiscal Year 2023 Committees of the Whole.

Amee King, Assistant City Manager, reported on personnel injury reporting, Abrams Municipal Airport project completion, and HVAC system and garage door work at City Hall.

Department of Public Services

Dave Gutchess, Public Services Superintendent, reported on Wastewater Treatment Plant statistics and snow plowing work.

Kurt Ristow, Public Works Superintendent, reported on two broken water mains and subsequent boil water advisory processes, frozen meter and service line complaints, MISS DIGs, State reporting work on water service inventory for lead compliance, water meter changes, snow plowing work, and Oakwood Cemetery work.

The City Council discussed the water service inventory work and thanked City staff for the snow plowing work.

Assessing Department

Adam Smith, City Manager, reported the Assessing Department report is included in the packet of supporting material.

Building Department

Adam Smith, City Manager, reported the Building Department report is included in the packet of supporting material.

- A. **Motion** – To receive and place on file the January 2022 staff reports from the Manager’s Office, Department of Public Services, Assessing Department, and Building Department.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER GILLESPIE SECONDED, TO RECEIVE AND PLACE ON FILE THE JANUARY 2022 STAFF REPORTS FROM THE MANAGER’S OFFICE, DEPARTMENT OF PUBLIC SERVICES, ASSESSING DEPARTMENT, AND BUILDING DEPARTMENT. MOTION CARRIED UNANIMOUSLY.

VIII. UNFINISHED BUSINESS

- A. **Resolution #10 of 2022** – To approve a proposal for professional services from Fishbeck for Wastewater Collection System Infiltration and Inflow Analysis.

COUNCIL MEMBER LANTZ MOVED, COUNCIL MEMBER GILLESPIE SECONDED, TO ADOPT RESOLUTION #10 OF 2022, TO APPROVE A PROPOSAL FOR PROFESSIONAL SERVICES FROM FISHBECK FOR WASTEWATER COLLECTION SYSTEM INFILTRATION AND INFLOW ANALYSIS.

Adam Smith, City Manager, explained the proposal covers work in response to a requirement for borrowing funds through the State Revolving Fund for Wastewater Treatment Plant expansion.

Josh Redner, Fishbeck, explained the intent to determine the most effective use of any funds received from the State Revolving Fund.

TO ADOPT RESOLUTION #10 OF 2022, TO APPROVE A PROPOSAL FOR PROFESSIONAL SERVICES FROM FISHBECK FOR WASTEWATER COLLECTION SYSTEM INFILTRATION AND INFLOW ANALYSIS, MOTION CARRIED UNANIMOUSLY.

- B. **Resolution #11 of 2022** – To approve a proposal for professional engineering services from Fishbeck for Clean Water State Revolving Fund Project Plan Development.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER JANCEK SECONDED, TO ADOPT RESOLUTION #11 OF 2022, TO APPROVE A PROPOSAL FOR PROFESSIONAL ENGINEERING SERVICES FROM FISHBECK FOR CLEAN WATER STATE REVOLVING FUND PROJECT PLAN DEVELOPMENT.

Adam Smith, City Manager, explained the proposal covers work to apply for funds through the Clean Water State Revolving Fund.

The City Council debated the use of any funds from the Clean Water State Revolving Fund to help pay for further engineering work on Wastewater Treatment Plant expansion.

TO ADOPT RESOLUTION #11 OF 2022, TO APPROVE A PROPOSAL FOR PROFESSIONAL ENGINEERING SERVICES FROM FISHBECK FOR CLEAN WATER STATE REVOLVING FUND PROJECT PLAN DEVELOPMENT, MOTION CARRIED UNANIMOUSLY.

- C. **Resolution #12 of 2022** – To authorize a change in the standard streetlighting contract for Meadow Woods Phase 3.

COUNCIL MEMBER GILLESPIE MOVED, COUNCIL MEMBER JANCEK SECONDED, TO ADOPT RESOLUTION #12 OF 2022, TO AUTHORIZE A CHANGE IN THE STANDARD STREETLIGHTING CONTRACT FOR MEADOW WOODS PHASE 3.

Adam Smith, City Manager, explained the resolution approves the streetlights for Meadow Woods Phase 3.

TO ADOPT RESOLUTION #12 OF 2022, TO AUTHORIZE A CHANGE IN THE STANDARD STREETLIGHTING CONTRACT FOR MEADOW WOODS PHASE 3, MOTION CARRIED UNANIMOUSLY.

- D. Resolution #13 of 2022** – To authorize a change in the standard streetlighting contract for Meadow Woods Phase 4.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER JANCEK SECONDED, TO ADOPT RESOLUTION #13 OF 2022, TO AUTHORIZE A CHANGE IN THE STANDARD STREETLIGHTING CONTRACT FOR MEADOW WOODS PHASE 4.

Adam Smith, City Manager, explained the resolution approves the streetlights for Meadow Woods Phase 4.

MOTION TO ADOPT RESOLUTION #13 OF 2022, TO AUTHORIZE A CHANGE IN THE STANDARD STREETLIGHTING CONTRACT FOR MEADOW WOODS PHASE 4, CARRIED UNANIMOUSLY.

IX. NEW BUSINESS

- A. Resolution #14 of 2022** – To approve a Restatement of and Extension to the Lease Agreement with the Grand Ledge Area Chamber of Commerce.

COUNCIL MEMBER GILLESPIE MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO ADOPT RESOLUTION #14 OF 2022, TO APPROVE A RESTATEMENT OF AND EXTENSION TO THE LEASE AGREEMENT WITH THE GRAND LEDGE AREA CHAMBER OF COMMERCE.

Adam Smith, City Manager, explained the Grand Ledge Area Chamber of Commerce lease expired during the COVID-19 pandemic.

The City Council debated Council Members MacDowell and Mulder serving on the Grand Ledge Area Chamber of Commerce Board of Directors.

MOTION TO ADOPT RESOLUTION #14 OF 2022, TO APPROVE A RESTATEMENT OF AND EXTENSION TO THE LEASE AGREEMENT WITH THE GRAND LEDGE AREA CHAMBER OF COMMERCE, CARRIED UNANIMOUSLY.

- B. Resolution #15 of 2022** – To amend the City of Grand Ledge Poverty Exemption Guidelines.

COUNCIL MEMBER WILLEMS MOVED, COUNCIL MEMBER JANCEK SECONDED, TO ADOPT RESOLUTION #15 OF 2022, TO AMEND THE CITY OF GRAND LEDGE POVERTY EXEMPTION GUIDELINES.

Adam Smith, City Manager, explained the State requirements for Poverty Exemption Guidelines and mentioned the City Assessor recommends the proposed amendments.

The City Council debated the State Poverty Exemption Guidelines requirements.

MOTION TO ADOPT RESOLUTION #15 OF 2022, TO AMEND THE CITY OF GRAND LEDGE POVERTY EXEMPTION GUIDELINES, CARRIED UNANIMOUSLY.

- C. **Motion** – To introduce and set a public hearing on 28 February 2022 for an ordinance amending the Grand Ledge City Code, Chapter 46, Zoning, Article XVI, Schedule of Regulations, Section 46-453, Schedule.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER JANCEK SECONDED, TO INTRODUCE AND SET A PUBLIC HEARING ON 28 FEBRUARY 2022 FOR AN ORDINANCE AMENDING THE GRAND LEDGE CITY CODE, CHAPTER 46, ZONING, ARTICLE XVI, SCHEDULE OF REGULATIONS, SECTION 46-453, SCHEDULE.

Adam Smith, City Manager, reported the Planning Commission recommends amending the Schedule of Regulations to increase building heights and mentioned several existing downtown buildings are at the proposed height limitation.

Susan Stachowiak, Zoning Administrator, explained the amendment eliminates the limitation on the number of stories and sets a height limitation in downtown.

MOTION TO INTRODUCE AND SET A PUBLIC HEARING ON 28 FEBRUARY 2022 FOR AN ORDINANCE AMENDING THE GRAND LEDGE CITY CODE, CHAPTER 46, ZONING, ARTICLE XVI, SCHEDULE OF REGULATIONS, SECTION 46-453, SCHEDULE, CARRIED UNANIMOUSLY.

- D. **Motion** – To set a public hearing on 28 February 2022 on the sale of 211 S. Bridge St. to the Downtown Development Authority.

COUNCIL MEMBER GILLESPIE MOVED, COUNCIL MEMBER JANCEK SECONDED, TO SET A PUBLIC HEARING ON 28 FEBRUARY 2022 ON THE SALE OF 211 S. BRIDGE ST. TO THE DOWNTOWN DEVELOPMENT AUTHORITY.

Adam Smith, City Manager, explained one of the vacant parcels making up Bridge Street Plaza is owned by the City while the others are owned by the Downtown Development Authority and the benefit of having all properties owned by one entity to provide for easier future development, and suggested reinvesting the funds from the sale into one of the Downtown Development Authority 2022 and 2023 Priorities.

MOTION TO SET A PUBLIC HEARING ON 28 FEBRUARY 2022 ON THE SALE OF 211 S. BRIDGE ST. TO THE DOWNTOWN DEVELOPMENT AUTHORITY, CARRIED UNANIMOUSLY.

IX. AUDIENCE PARTICIPATION

Bruce Bright introduced himself to the City Council and commented on his interest in City parks.

X. COMMUNICATIONS FROM THE MAYOR AND COUNCIL

Council Member Mulder thanked Bruce Bright for volunteering to serve on the Parks and Recreation Commission, thanked all the City board and commission volunteers, and invited the public to contact the City about board and commission vacancies.

Mayor Sowle appointed Bruce Bright to the Parks and Recreation Commission.

COUNCIL MEMBER GILLESPIE MOVED, COUNCIL MEMBER JANCEK SECONDED, TO APPROVE THE MAYOR'S APPOINTMENT OF BRUCE BRIGHT TO THE PARKS AND RECREATION COMMISSION. MOTION CARRIED UNANIMOUSLY.

XI. CLOSED SESSION**XII. ADJOURNMENT**

COUNCIL MEMBER GILLESPIE MOVED, COUNCIL MEMBER JANCEK SECONDED, TO ADJOURN THE MONDAY, 14 FEBRUARY 2022 CITY COUNCIL REGULAR MEETING, AT 8:21 P.M. MOTION CARRIED UNANIMOUSLY.

APPROVED 28 FEBRUARY 2022.

Gregory L. Newman, City Clerk

Thomas J. Sowle, Jr., Mayor