

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

CITY COUNCIL MINUTES – REGULAR MEETING
MONDAY, 28 MARCH 2022 – 7:30 P.M.
COUNCIL CHAMBERS, CITY HALL
310 GREENWOOD ST., GRAND LEDGE MI 48837

- I. ROLL CALL OF COUNCIL** – Council Members Tom Jancek, Rick Lantz, Lynne MacDowell, and Don Willems – Mayor Thom Sowle; Mayor Pro-Tem Keith Mulder; and Council Member Brett Gillespie were excused
- OTHERS PRESENT** – Adam Smith, City Manager; Gregory Newman, City Clerk; David Pawley, Finance Director / City Treasurer; Susan Stachowiak, Zoning Administrator

COUNCIL MEMBER JANCEK NOMINATED COUNCIL MEMBER LANTZ AS CHAIR. THERE WERE NO OTHER NOMINATIONS. COUNCIL MEMBER LANTZ ELECTED AS CHAIR, UNANIMOUSLY.

II. PLEDGE OF ALLEGIANCE

Council Member Lantz 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, 28 March 2022 City Council consent agenda, as follows:
- i. Financial transactions and bills.
 - ii. Monday, 14 March 2022 City Council minutes.

COUNCIL MEMBER WILLEMS MOVED, COUNCIL MEMBER MACDOWELL SECONDED, TO APPROVE THE MONDAY, 28 March 2022 CITY COUNCIL CONSENT AGENDA. MOTION CARRIED UNANIMOUSLY.

V. APPROVAL OF REGULAR AGENDA

- A. Motion** – To approve the Monday, 28 March 2022 regular City Council agenda.

COUNCIL MEMBER WILLEMS MOVED, COUNCIL MEMBER JANCEK SECONDED, TO APPROVE THE MONDAY, 28 MARCH 2022 REGULAR CITY COUNCIL AGENDA.

Adam Smith, City Manager, recommended removing the closed session due to the requirement for five affirmative votes.

COUNCIL MEMBER WILLEMS MOVED, COUNCIL MEMBER JANCEK SECONDED, TO AMEND THE MONDAY, 29 MARCH 2022 REGULAR CITY COUNCIL AGENDA, BY STRIKING ITEM XI. A., A MOTION TO MOVE INTO CLOSED SESSION, PER THE OPEN MEETINGS ACT, SECTION 8(H), TO CONSIDER MATERIAL EXEMPT FROM DISCUSSION OR DISCLOSURE BY STATE OR FEDERAL STATUTE, BEING CORRESPONDENCE FROM ITS ATTORNEY, DATED 28 MARCH 2022. MOTION CARRIED UNANIMOUSLY.

MOTION TO APPROVE THE MONDAY, 29 MARCH 2022 REGULAR CITY COUNCIL AGENDA, AS AMENDED BY STRIKING ITEM XI. A., A MOTION TO MOVE INTO CLOSED SESSION, PER THE OPEN MEETINGS ACT, SECTION 8(H), TO CONSIDER MATERIAL EXEMPT FROM DISCUSSION OR DISCLOSURE BY STATE OR FEDERAL STATUTE, BEING CORRESPONDENCE FROM ITS ATTORNEY, DATED 28 MARCH 2022, CARRIED UNANIMOUSLY.

VI. COMMITTEE AND BOARD REPORTS

Grand Ledge Area Emergency Services Authority

Council Member Willems reported on the Interim Fire Chief.

Council Member Lantz reported Interim Fire Chief Roman has noted several opportunities for improvement at the Fire Hall.

Parks and Recreation Commission

VII. STAFF REPORTS

Manager's Office

Adam Smith, City Manager, reported Fiscal Year 2023 annual budget work will continue at the 11 April 2022 City Council Committee of the Whole.

Clerk's Department

Gregory Newman, City Clerk, reported on new voter identification cards.

The City Council discussed security funding.

Finance Department

David Pawley, Finance Director / City Treasurer, reported on Fiscal Year 2023 budget work, 2021 tax collections, financial reports included in the packet of supporting material, work with the Michigan Rural Water Association water rate study, and preliminary audit field work scheduled with Maner Costerisan.

The City Council discussed retirement legislation.

Planning and Zoning Department

Susan Stachowiak, Zoning Administrator, reported on Planning Commission work on the Zoning Ordinance, Meadow Woods East Phase 5 review, Subdivision Ordinance and Municipal Standards review, and the site plan review process.

The City Council discussed the Municipal Standards.

- A. **Motion** – To receive and place on file the February 2022 staff reports from the Clerk’s Department, Finance Department, and Planning and Zoning Department.

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

VIII. UNFINISHED BUSINESS

- A. **Resolution #18 of 2022** – Of Authorization – Local Unit of Government Match Without Donated Funds.

COUNCIL MEMBER WILLEMS MOVED, COUNCIL MEMBER JANCEK SECONDED, TO ADOPT RESOLUTION #18 OF 2022, OF AUTHORIZATION – LOCAL UNIT OF GOVERNMENT MATCH WITHOUT DONATED FUNDS.

Adam Smith, City Manager, explained the resolution authorizes a grant application for Phase II of the ballfields adjacent to Fitzgerald Park.

MOTION TO ADOPT RESOLUTION #18 OF 2022, OF AUTHORIZATION – LOCAL UNIT OF GOVERNMENT MATCH WITHOUT DONATED FUNDS, CARRIED UNANIMOUSLY.

IX. NEW BUSINESS

- A. **Resolution #19 of 2022** – To approve a bid award to Wolverine Sealcoating for street crack filling.

COUNCIL MEMBER WILLEMS MOVED, COUNCIL MEMBER JANCEK SECONDED, TO ADOPT RESOLUTION #19 OF 2022, TO APPROVE A BID AWARD TO WOLVERINE SEALCOATING FOR STREET CRACK FILLING.

Adam Smith, City Manager, mentioned staff recommends Wolverine Sealcoating.

The City Council debated the bid price and budgeted amount for street crack filling.

MOTION TO ADOPT RESOLUTION #19 OF 2022, TO APPROVE A BID AWARD TO WOLVERINE SEALCOATING FOR STREET CRACK FILLING, CARRIED UNANIMOUSLY.

- B. **Resolution #20 of 2022** – To approve a bid award to Murray’s Asphalt Maintenance, LLC, for parking lot resurfacing.

COUNCIL MEMBER MACDOWELL MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO ADOPT RESOLUTION #20 OF 2022, TO APPROVE A BID AWARD TO MURRAY’S ASPHALT MAINTENANCE, LLC, FOR PARKING LOT RESURFACING.

Adam Smith, City Manager, reported staff recommends Murray’s Asphalt Maintenance, LLC.

MOTION TO ADOPT RESOLUTION #20 OF 2022, TO APPROVE A BID AWARD TO MURRAY’S ASPHALT MAINTENANCE, LLC, FOR PARKING LOT RESURFACING, CARRIED UNANIMOUSLY.

C. Resolution #21 of 2022 – For Street Add Certification to the Act 51 Map.

COUNCIL MEMBER MACDOWELL MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO ADOPT RESOLUTION #21 FOR STREET ADD CERTIFICATION TO THE ACT 51 MAP.

Adam Smith, City Manager, explained the Michigan Department of Transportation requires an annual update for the Act 51 Map.

MOTION TO ADOPT RESOLUTION #21 FOR STREET ADD CERTIFICATION TO THE ACT 51 MAP, CARRIED UNANIMOUSLY.

D. Resolution #22 of 2022 – Performance Resolution for Municipalities.

COUNCIL MEMBER MACDOWELL MOVED, COUNCIL MEMBER JANCEK SECONDED, TO ADOPT RESOLUTION #22 OF 2022, PERFORMANCE RESOLUTION FOR MUNICIPALITIES.

Adam Smith, City Manager, explained the Michigan Department of Transportation requires a resolution naming individuals to coordinate with Department.

MOTION TO ADOPT RESOLUTION #22 OF 2022, PERFORMANCE RESOLUTION FOR MUNICIPALITIES, CARRIED UNANIMOUSLY.

IX. AUDIENCE PARTICIPATION

The public did not comment.

X. COMMUNICATIONS FROM THE MAYOR AND COUNCIL

Council Member Jancek commented on paving M-100.

XI. CLOSED SESSION

XII. ADJOURNMENT

COUNCIL MEMBER WILLEMS MOVED, COUNCIL MEMBER JANCEK SECONDED, TO ADJOURN THE MONDAY, 28 MARCH 2022 CITY COUNCIL REGULAR MEETING, AT 8:01 P.M. MOTION CARRIED UNANIMOUSLY.

APPROVED 11 APRIL 2022.

Gregory L. Newman, City Clerk

Thomas J. Sowle, Jr., Mayor