

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

**CITY COUNCIL MINUTES – REGULAR MEETING
MONDAY, 11 APRIL 2022 – 7:30 P.M.
COUNCIL CHAMBERS, 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, Lynne MacDowell, and Don Willems
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

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, 11 April 2022 City Council consent agenda, as follows:

- i. Financial transactions and bills.
- ii. Monday, 28 February 2022 City Council minutes.
- iii. 2022 Yankee Doodle Day Parade Permit Application, Permit for Fireworks Other than Consumer or Low Impact, and Special Event Rental Application.
- iv. Job Description for Utilities Operator – Mechanic.

COUNCIL MEMBER GILLESPIE MOVED, COUNCIL MEMBER MACDOWELL SECONDED, TO APPROVE THE MONDAY, 11 APRIL 2022 CITY COUNCIL CONSENT AGENDA. MOTION CARRIED UNANIMOUSLY.

V. APPROVAL OF REGULAR AGENDA

- A. Motion** – To approve the Monday, 11 April 2022 regular City Council agenda.

COUNCIL MEMBER GILLESPIE MOVED, COUNCIL MEMBER LANTZ SECONDED, TO APPROVE THE MONDAY, 11 APRIL 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 did not have a quorum and rescheduled the meeting for next week.

Board of Review

Adam Smith, City Manager, reported on the March 2022 Board of Review.

Grand Ledge Area Emergency Services Authority

Council Member Willems reported on visiting personnel for rope training.

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

Amee King, Assistant City Manager, reported on \$13,000 in grant funding for the Abrams Municipal Airport, Downtown Development Authority discussions on the Bridge Street Plaza development readiness and Jaycee Park Public Gathering Space, City Hall building maintenance and spring clean-up, and Inclusive and Ethical Leadership course.

Department of Public Services

Dave Gutchess, Public Services Superintendent, reported on Wastewater Treatment Plant statistics, street sweeping, downtown spring clean-up, St. Patrick's Day Parade assistance, street maintenance, and sales of unused equipment and vehicles.

Kurt Ristow, Public Works Superintendent, reported on distribution service material inventory, MISS DIGs, PFAS testing with non-detect results, and Oakwood Cemetery work.

Assessing Department

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

Building Department

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

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

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

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

- A. Resolution #23 of 2022** – To approve a Proposal for Professional Engineering Services from Fishbeck for Reliability Study and General Plan.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER LANTZ SECONDED, TO ADOPT RESOLUTION #23 OF 2022, TO APPROVE A PROPOSAL FOR PROFESSIONAL ENGINEERING SERVICES FROM FISHBECK FOR RELIABILITY STUDY AND GENERAL PLAN.

Adam Smith, City Manager, explained the State requirement for a Reliability Study and General Plan to obtain funding, and reported staff recommends the proposal for Professional Engineering Services from Fishbeck for Reliability Study and General Plan.

MOTION TO ADOPT RESOLUTION #23 OF 2022, TO APPROVE A PROPOSAL FOR PROFESSIONAL ENGINEERING SERVICES FROM FISHBECK FOR RELIABILITY STUDY AND GENERAL PLAN, CARRIED UNANIMOUSLY.

- B. Resolution #24 of 2022** – To approve a Proposal for Professional Services from Fishbeck for Wellhead Protection Plan Update.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER MACDOWELL SECONDED, TO ADOPT RESOLUTION #24 OF 2022, TO APPROVE A PROPOSAL FOR PROFESSIONAL SERVICES FROM FISHBECK FOR WELLHEAD PROTECTION PLAN UPDATE.

Adam Smith, City Manager, explained the State requirement for a Wellhead Protection Plan to obtain funding, and reported staff recommends the proposal for Professional Services from Fishbeck for Wellhead Protection Plan Update.

MOTION TO ADOPT RESOLUTION #24 OF 2022, TO APPROVE A PROPOSAL FOR PROFESSIONAL SERVICES FROM FISHBECK FOR WELLHEAD PROTECTION PLAN UPDATE, CARRIED UNANIMOUSLY.

- C. Motion** – To appoint a Council Member to the Election Commission.

COUNCIL MEMBER GILLESPIE MOVED, COUNCIL MEMBER LANTZ SECONDED, TO APPOINT COUNCIL MEMBER JANCEK TO THE ELECTION COMMISSION.

Gregory Newman, City Clerk, explained the Election Commission membership.

MOTION TO APPOINT COUNCIL MEMBER JANCEK TO THE ELECTION COMMISSION, CARRIED UNANIMOUSLY.

- D. Motion** – To set a Special City Council meeting to review and discuss possible locations of a new fire station.

COUNCIL MEMBER MACDOWELL MOVED, COUNCIL MEMBER GILLESPIE SECONDED, TO SET A SPECIAL CITY COUNCIL MEETING TO REVIEW AND DISCUSS POSSIBLE LOCATIONS OF A NEW FIRE STATION.

Adam Smith, City Manager, explained the letter received from Grand Ledge Area Emergency Services Authority requesting a meeting with the City Council to discuss possible locations for a new fire station.

The City Council debated the proposed dates for a meeting to discuss possible locations for a new fire station and the possibility of a joint meeting with the Oneida Township Board of Trustees.

COUNCIL MEMBER WILLEMS MOVED, COUNCIL MEMBER MACDOWELL SECONDED, TO POSTPONE INDEFINITELY THE MOTION TO SET A CITY COUNCIL SPECIAL MEETING TO REVIEW AND DISCUSS POSSIBLE LOCATIONS FOR A NEW FIRE STATION.

The City Council debated the proposed dates for a meeting to discuss possible locations for a new fire station.

MOTION TO POSTPONE INDEFINITELY THE MOTION TO SET A CITY COUNCIL SPECIAL MEETING TO REVIEW AND DISCUSS POSSIBLE LOCATIONS FOR A NEW FIRE STATION, CARRIED UNANIMOUSLY.

IX. AUDIENCE PARTICIPATION

The public did not comment.

X. COMMUNICATIONS FROM THE MAYOR AND COUNCIL

Mayor Sowle reappointed Rodger James, Tom Jancek (Alternate), and Bobby Prater to the Abrams Municipal Airport Advisory Commission; Dick McKeon and Thom Sowle (Alternate) to the Board of Review; Mike Stevens, Dennis Woodworth, and Rodney Young to the Construction Board of Appeals; Todd Byrem and Bruce MacDowell to the Local Development Finance Authority; David Logel and Raechel Marks to the Parks and Recreation Commission; Robert Doty and Matthew Salmon to the Planning Commission; and Kristin Ranshaw to the Zoning Board of Appeals.

COUNCIL MEMBER GILLESPIE MOVED, COUNCIL MEMBER MULDER SECONDED, TO APPROVED THE MAYOR'S REAPPOINTMENT OF RODGER JAMES, TOM JANCEK (ALTERNATE), AND BOBBY PRATER TO THE ABRAMS MUNICIPAL AIRPORT ADVISORY COMMISSION; DICK MCKEON AND THOM SOWLE (ALTERNATE) TO THE BOARD OF REVIEW; MIKE STEVENS, DENNIS WOODWORTH, AND RODNEY YOUNG TO THE CONSTRUCTION BOARD OF APPEALS; TODD BYREM AND BRUCE MACDOWELL TO THE LOCAL DEVELOPMENT FINANCE AUTHORITY; DAVID LOGEL AND RAECHEL MARKS TO THE PARKS AND RECREATION COMMISSION; ROBERT DOTY AND MATTHEW SALMON TO THE PLANNING COMMISSION; AND KRISTIN RANSHAW TO THE ZONING BOARD OF APPEALS. MOTION CARRIED UNANIMOUSLY.

XI. CLOSED SESSION

- 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 07 April 2022.

COUNCIL MEMBER GILLESPIE MOVED, COUNCIL MEMBER MACDOWELL SECONDED, 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 07 APRIL 2022, AT 8:07 P.M. MOTION CARRIED UNANIMOUSLY.

COUNCIL MEMBER GILLESPIE MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO RETURN TO THE MONDAY, 11 APRIL 2022 CITY COUNCIL REGULAR MEETING, AT 9:19 P.M. MOTION CARRIED UNANIMOUSLY.

XII. ADJOURNMENT

COUNCIL MEMBER LANTZ MOVED, COUNCIL MEMBER GILLESPIE SECONDED, TO ADJOURN THE MONDAY, 11 APRIL 2022 CITY COUNCIL REGULAR MEETING, AT 9:19 P.M. MOTION CARRIED UNANIMOUSLY.

**CITY COUNCIL MINUTES – COMMITTEE OF THE WHOLE
MONDAY, 11 APRIL 2022
COUNCIL CHAMBERS, 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, Lynne MacDowell, and Don Willems
OTHERS PRESENT – Adam Smith, City Manager; Ameer King, Assistant City Manager; Gregory Newman, City Clerk; David Pawley, Finance Director / City Treasurer; Dave Gutches, Public Services Superintendent; Kurt Ristow, Public Works Superintendent

II. DISCUSSION – Fiscal Year 2023 Annual Budget.

Adam Smith, City Manager, reviewed the Fiscal Year 2023 Annual Budget.

The City Council discussed the Fiscal Year 2023 Annual Budget.

III. ADJOURNMENT

MAYOR SOWLE ADJOURNED THE 11 APRIL 2022 COMMITTEE OF THE WHOLE, AT 10:32 P.M.

APPROVED 25 APRIL 2022.

Gregory L. Newman, City Clerk

Thomas J. Sowle, Jr., Mayor