

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

CITY COUNCIL MINUTES – REGULAR MEETING
MONDAY, 25 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; and Council Members Brett Gillespie, Tom Jancek, Rick Lantz, Lynne MacDowell, and Don Willems
– Mayor Pro-Tem Keith Mulder was excused.
- OTHERS PRESENT** – Adam Smith, City Manager; Gregory Newman, City Clerk; David Pawley, Finance Director / City Treasurer; Thomas Osterholzer, Chief of Police; Kurt Ristow, Public Works Superintendent; Susan Stachowiak, Zoning Administrator

II. PLEDGE OF ALLEGIANCE

John Makovjac, American Legion, led those in attendance in the Pledge of Allegiance.

III. AUDIENCE PARTICIPATION

Mike Roman, Grand Ledge Area Emergency Services Authority Fire Chief, introduced himself.

Charles Hoffmeyer, 326 Lamson St., commented on the sale of a parcel in Bridge Street Plaza, the City Charter language on parks.

Kimberly Abed, 841 Belknap St., commented on the safety of the DeGroff St./Edwards St. intersection.

Mike Coll, John Makovjac, Mary Stevenson, and Brett Williams, American Legion, commented on the American Legion 28 May 2022 Memorial Day Parade Permit Application.

IV. APPROVAL OF CONSENT AGENDA

- A. Motion** – To approve the Monday, 25 April 2022 City Council consent agenda, as follows:
- i. Financial transactions and bills.
 - ii. Monday, 11 April 2022 City Council minutes.
 - iii. Monday, 11 April 2022 City Council Closed Session minutes.
 - iv. American Legion 28 May 2022 Memorial Day Parade Permit Application.
 - v. Fiscal Year 2022 quarterly budget adjustments.

COUNCIL MEMBER GILLESPIE MOVED, COUNCIL MEMBER MACDOWELL SECONDED, TO APPROVE THE MONDAY, 25 APRIL 2022 CITY COUNCIL CONSENT AGENDA. MOTION CARRIED UNANIMOUSLY.

V. APPROVAL OF REGULAR AGENDA

- A. Motion** – To approve the Monday, 25 April 2022 regular City Council agenda.

COUNCIL MEMBER GILLESPIE MOVED, COUNCIL MEMBER JANCEK SECONDED, TO APPROVE THE MONDAY, 25 APRIL 2022 REGULAR CITY COUNCIL AGENDA. MOTION CARRIED UNANIMOUSLY.

COUNCIL MEMBER GILLESPIE MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO AMEND THE MONDAY, 25 APRIL 2022 REGULAR CITY COUNCIL AGENDA TO MOVE ITEM IX. C. CONSIDERATION OF AMERICAN LEGION REQUEST TO EXEMPT A MEMORIAL DAY PARADE FROM PARK AND FACILITY RENTAL FEES TO BEFORE ITEM VI. COMMITTEE AND BOARD REPORTS. MOTION CARRIED UNANIMOUSLY.

MOTION TO APPROVE THE MONDAY, 25 APRIL 2022 REGULAR CITY COUNCIL AGENDA, AS AMENDED TO MOVE ITEM IX. C. CONSIDERATION OF AMERICAN LEGION REQUEST TO EXEMPT A MEMORIAL DAY PARADE FROM PARK AND FACILITY RENTAL FEES TO BEFORE ITEM VI. COMMITTEE AND BOARD REPORTS, CARRIED UNANIMOUSLY.

IX. NEW BUSINESS

- C. Consideration** – Of American Legion request to exempt a Memorial Day Parade from park and facility rental fees.

Adam Smith, City Manager, explained the establishment of parade permit regulations and fees prior to COVID-19 and the need for City Council action to exempt the Memorial Day Parade from parade permit regulations and fees,

COUNCIL MEMBER WILLEMS MOVED, COUNCIL MEMBER GILLESPIE SECONDED, TO WAIVE PARADE PERMIT FEES AND REGULATIONS RELATED TO PORTABLE TOILETS AND SANITATION, AND PARK AND FACILITY RENTAL FEES FOR A MEMORIAL DAY PARADE.

The City Council debated the use of the parade permit fees and regulations.

MOTION TO WAIVE PARADE PERMIT FEES AND REGULATIONS RELATED TO PORTABLE TOILETS AND SANITATION, AND PARK AND FACILITY RENTAL FEES FOR A MEMORIAL DAY PARADE, CARRIED UNANIMOUSLY.

VI. COMMITTEE AND BOARD REPORTS

Board of Cemetery Trustees

Gregory Newman, City Clerk, reported the Board of Cemetery Trustees acted on the office building roof replacement and regulations of burial widths.

Downtown Development Authority

Adam Smith, City Manager, reported the Downtown Development Authority held its statutorily required Informational Meeting.

Grand Ledge Area Emergency Services Authority

Council Member Lantz reported the Grand Ledge Area Emergency Services Authority appointed Mike Roman as Fire Chief.

Local Development Finance Authority

Adam Smith, City Manager, reported the Local Development Finance Authority held its statutorily required Informational Meeting.

Parks and Recreation Commission

The City Council discussed the 28 April 2022 Parks and Recreation Commission agenda item to discuss Oak Park.

Water and Sewer Disputes Committee

Gregory Newman, City Clerk, reported the Water and Sewer Disputes Committee approved one dispute and denied one dispute.

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

Adam Smith, City Manager, mentioned correspondence from the Grand Ledge Area District Library explaining its intent to ask for a new millage not subject Downtown Development Authority capture.

Clerk's Department

Gregory Newman, City Clerk, reported on the subdivision ordinance review, and election and voting discussions at the Grand Ledge High School.

Finance Department

David Pawley, Finance Director / City Treasurer, reported on tax collection and settlement with both Eaton and Clinton Counties, ongoing Fiscal Year 2023 Annual Budget preparations, preliminary audit field work scheduled, and American Rescue Plan reporting training.

The City Council discussed the American Rescue Plan.

Police Department

Thomas Osterholzer, Chief of Police, reported on training and congratulated Mike Roman, Fire Chief.

The City Council discussed the meeting between the Chief of Police, Fire Chief, and the Grand Ledge Public Schools Superintendent.

Planning and Zoning Department

Susan Stachowiak, Zoning Administrator, reported on site plan review, the subdivision ordinance review, and the Municipal Standards review, and mentioned the Planning Commission will not meet in May.

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

COUNCIL MEMBER GILLESPIE MOVED, COUNCIL MEMBER JANCEK SECONDED, TO RECEIVE AND PLACE ON FILE THE MARCH 2022 STAFF REPORTS FROM THE CLERK’S DEPARTMENT, FINANCE DEPARTMENT, POLICE DEPARTMENT, AND PLANNING AND ZONING DEPARTMENT. MOTION CARRIED UNANIMOUSLY.

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

- A. **Resolution #25 of 2022** – To approve a proposal from Roofing Innovations for City Hall roof Sections D, F, and G.

COUNCIL MEMBER LANTZ MOVED, COUNCIL MEMBER GILLESPIE SECONDED, TO ADOPT RESOLUTION #25 OF 2022, TO APPROVE A PROPOSAL FROM ROOFING INNOVATIONS FOR CITY HALL ROOF SECTIONS D, F, AND G.

Adam Smith, City Manager, explained past projects to replace sections of the City Hall roof and the resolution covers the remaining portions.

The City Council debated completed the remaining portions of the City Hall roof.

MOTION TO ADOPT RESOLUTION #25 OF 2022, TO APPROVE A PROPOSAL FROM ROOFING INNOVATIONS FOR CITY HALL ROOF SECTIONS D, F, AND G, CARRIED UNANIMOUSLY.

- B. **Resolution #26 of 2022** – To approve a bid award to Capital Asphalt for street resurfacing.

COUNCIL MEMBER GILLESPIE MOVED, COUNCIL MEMBER MACDOWELL SECONDED, TO ADOPT RESOLUTION #26 OF 2022, TO APPROVE A BID AWARD TO CAPITAL ASPHALT FOR STREET RESURFACING.

Adam Smith, City Manager, explained the bids received for street resurfacing and mentioned staff recommends approving the bid from Capital Asphalt.

The City Council debated the 2021 street resurfacing prices.

MOTION TO ADOPT RESOLUTION #26 OF 2022, TO APPROVE A BID AWARD TO CAPITAL ASPHALT FOR STREET RESURFACING, CARRIED UNANIMOUSLY.

IX. AUDIENCE PARTICIPATION

The public did not comment.

X. COMMUNICATIONS FROM THE MAYOR AND COUNCIL

Mayor Sowle thanked the Grand Ledge community and veterans for their comments on the Memorial Day Parade.

Council Member Jancek thanked Kimberly Abed for her comments on the DeGroff St./Edwards St. intersection.

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 22 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 22 APRIL 2022, AT 8:17 P.M. MOTION CARRIED UNANIMOUSLY.

COUNCIL MEMBER GILLESPIE MOVED, COUNCIL MEMBER LANTZ SECONDED, TO RETURN TO THE MONDAY, 25 APRIL 2022 CITY COUNCIL REGULAR MEETING, AT 9:33 P.M. MOTION CARRIED UNANIMOUSLY.

XII. ADJOURNMENT

COUNCIL MEMBER GILLESPIE MOVED, COUNCIL MEMBER LANTZ SECONDED, TO ADJOURN THE MONDAY, 25 APRIL 2022 CITY COUNCIL REGULAR MEETING, AT 9:34 P.M. MOTION CARRIED UNANIMOUSLY.

**CITY COUNCIL MINUTES – COMMITTEE OF THE WHOLE
MONDAY, 25 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; 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 25 APRIL 2022 COMMITTEE OF THE WHOLE, AT 11:48 P.M.

Gregory L. Newman, City Clerk

Thomas J. Sowle, Jr., Mayor