

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

**CITY COUNCIL MINUTES – REGULAR MEETING
MONDAY, 27 JUNE 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, and Don Willems
– Council Member Lynne MacDowell was excused.
OTHERS PRESENT – Adam Smith, City Manager; David Revore, City Attorney; Gregory Newman, City Clerk; Thomas Osterholzer, Chief of Police; David Pawley, Finance Director / City Treasurer;

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, 27 June 2022 City Council consent agenda, as follows:
- i. Financial transactions and bills.
 - ii. Monday, 13 June 2022 City Council minutes.
 - iii. Fiscal Year 2022 quarterly budget adjustments.

COUNCIL MEMBER GILLESPIE MOVED, COUNCIL MEMBER JANCEK SECONDED, TO APPROVE THE MONDAY, 27 JUNE 2022 CITY COUNCIL CONSENT AGENDA. MOTION CARRIED UNANIMOUSLY.

COUNCIL MEMBER LANTZ MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO ADD TO THE CONSENT AGENDA A PARK FACILITIES RENTAL APPLICATION FROM THE NEW LIFE ASSEMBLY OF GOD FOR AN EVENING CHURCH EVENT ON 10 JULY 2022. MOTION CARRIED UNANIMOUSLY.

MOTION TO APPROVE THE MONDAY, 27 JUNE 2022 CITY COUNCIL CONSENT AGENDA, AS AMENDED BY ADDING A PARK FACILITIES RENTAL APPLICATION FROM THE NEW LIFE ASSEMBLY OF GOD FOR AN EVENING CHURCH EVENT ON 10 JULY 2022, CARRIED UNANIMOUSLY.

V. APPROVAL OF REGULAR AGENDA

- A. Motion** – To approve the Monday, 27 June 2022 regular City Council agenda.

COUNCIL MEMBER GILLESPIE MOVED, COUNCIL MEMBER JANCEK SECONDED, TO APPROVE THE MONDAY, 27 JUNE 2022 REGULAR CITY COUNCIL AGENDA. MOTION CARRIED UNANIMOUSLY.

VI. COMMITTEE AND BOARD REPORTS

Grand Ledge Area Emergency Services Authority

Council Member Willems reported the Grand Ledge Area Emergency Services Authority has placed a millage renewal on the 02 August 2022 ballot and mentioned an emergency response drill at Grand Ledge High School.

VII. STAFF REPORTS

Manager's Office

Clerk's Department

Gregory Newman, City Clerk, reported on new voter identification cards and precinct map, and a public internet kiosk in the City Hall administration lobby.

Finance Department

David Pawley, Finance Director / City Treasurer, reported on Fiscal Year 2022 closing work, the Fiscal Year 2023 Annual Budget, Fiscal Year 2022 preliminary audit field work, and the Michigan Municipal Treasurers Association conference.

Police Department

Thomas Osterholzer, Chief of Police, mentioned the new sexual assault response policy developed by Detective DeWitt and the subsequent award he received as "Public Servant of the Year."

Detective DeWitt commented on the work spent developing the sexual assault response policy.

The City Council thanked Detective DeWitt for his service to the community.

MAYOR SOWLE DECLARED A TEN-MINUTE RECESS.

MAYOR SOWLE RECONVENED THE 27 JUNE 2022 CITY COUNCIL REGULAR MEETING, AT 7:55 P.M.

Planning and Zoning Department

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

- A. Motion** – To receive and place on file the May 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 MAY 2022 STAFF REPORTS FROM THE CLERK'S DEPARTMENT, FINANCE DEPARTMENT, POLICE DEPARTMENT, AND PLANNING AND ZONING DEPARTMENT. MOTION CARRIED UNANIMOUSLY.

VIII. UNFINISHED BUSINESS

- A. **Resolution #35 of 2022** – To submit a Rural Development Application for Water System Improvements and Designate an Authorized Project Representative.

COUNCIL MEMBER GILLESPIE MOVED, COUNCIL MEMBER JANCEK SECONDED, TO ADOPT RESOLUTION #35 OF 2022, TO SUBMIT A RURAL DEVELOPMENT APPLICATION FOR WATER SYSTEM IMPROVEMENTS AND DESIGNATE AN AUTHORIZED PROJECT REPRESENTATIVE.

Adam Smith, City Manager, reported the resolution is the next step in pursuing funding through US Department of Agriculture Rural Development and mentioned the ongoing work to provide Rural Development with the required information.

MOTION TO ADOPT RESOLUTION #35 OF 2022, TO SUBMIT A RURAL DEVELOPMENT APPLICATION FOR WATER SYSTEM IMPROVEMENTS AND DESIGNATE AN AUTHORIZED PROJECT REPRESENTATIVE, CARRIED UNANIMOUSLY.

- B. **Public Hearing** – On an ordinance amending the Grand Ledge City Code, Chapter 8, Buildings and Building Regulations, Article IV, Maintenance of Buildings.

Adam Smith, City Manager, explained the public hearing is a required step in adopting an ordinance.

David Revore, City Attorney, explained the ordinance adopts the 2015 International Property Maintenance Code with the same amendments as the 2006 version.

MAYOR SOWLE OPENED THE PUBLIC HEARING ON AN ORDINANCE AMENDING THE GRAND LEDGE CITY CODE, CHAPTER 8, BUILDINGS AND BUILDING REGULATIONS, ARTICLE IV, MAINTENANCE OF BUILDINGS, AT 8:01 P.M.

The public did not comment.

MAYOR SOWLE CLOSED THE PUBLIC HEARING ON AN ORDINANCE AMENDING THE GRAND LEDGE CITY CODE, CHAPTER 8, BUILDINGS AND BUILDING REGULATIONS, ARTICLE IV, MAINTENANCE OF BUILDINGS, AT 8:01 P.M.

- C. **Ordinance #597** – Amending the Grand Ledge City Code, Chapter 8, Buildings and Building Regulations, Article IV, Maintenance of Buildings.

COUNCIL MEMBER GILLESPIE MOVED, COUNCIL MEMBER JANCEK SECONDED, MOTION TO ADOPT ORDINANCE #597 AMENDING THE GRAND LEDGE CITY CODE, CHAPTER 8, BUILDINGS AND BUILDING REGULATIONS, ARTICLE IV, MAINTENANCE OF BUILDINGS. AYES: GILLESPIE, JANCEK, LANTZ, SOWLE, WILLEMS. NAYS: MULDER. MOTION CARRIED.

- D. **Public Hearing** – On an ordinance amending the Grand Ledge City Code, Chapter 18, Fire Prevention and Protection, Article II, Fire Code.

David Revore, City Attorney, explained the ordinance adopts the 2015 International Fire Code with the same amendments as the 2006 version.

MAYOR SOWLE OPENED THE PUBLIC HEARING ON AN ORDINANCE AMENDING THE GRAND LEDGE CITY CODE, CHAPTER 18, FIRE PREVENTION AND PROTECTION, ARTICLE II, FIRE CODE, AT 8:06 P.M.

The public did not comment.

MAYOR SOWLE CLOSED THE PUBLIC HEARING ON AN ORDINANCE AMENDING THE GRAND LEDGE CITY CODE, CHAPTER 18, FIRE PREVENTION AND PROTECTION, ARTICLE II, FIRE CODE, AT 8:06 P.M.

- E. Ordinance #598** – Amending the Grand Ledge City Code, Chapter 18, Fire Prevention and Protection, Article II, Fire Code.

COUNCIL MEMBER WILLEMS MOVED, COUNCIL MEMBER GILLESPIE SECONDED, MOTION TO ADOPT ORDINANCE #598 AMENDING THE GRAND LEDGE CITY CODE, CHAPTER 18, FIRE PREVENTION AND PROTECTION, ARTICLE II, FIRE CODE. AYES: GILLESPIE, JANCEK, LANTZ, SOWLE, WILLEMS. NAYS: MULDER. MOTION CARRIED.

IX. NEW BUSINESS

- A. Motion** – To amend the Compensation Plan in accordance with City Council Priorities and the adopted Fiscal Year 2023 budget, by increasing the complete Grade and Step Schedule by 3.5%, effective the first full pay period after 01 July 2022, for all full-time employees, but excluding those employees subject to collective bargaining agreements and excluding those employees subject to interlocal governmental agreements.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER GILLESPIE SECONDED, TO AMEND THE COMPENSATION PLAN IN ACCORDANCE WITH CITY COUNCIL PRIORITIES AND THE ADOPTED FISCAL YEAR 2023 BUDGET, BY INCREASING THE COMPLETE GRADE AND STEP SCHEDULE BY 3.5%, EFFECTIVE THE FIRST FULL PAY PERIOD AFTER 01 JULY 2022, FOR ALL FULL-TIME EMPLOYEES, BUT EXCLUDING THOSE EMPLOYEES SUBJECT TO COLLECTIVE BARGAINING AGREEMENTS AND EXCLUDING THOSE EMPLOYEES SUBJECT TO INTERLOCAL GOVERNMENTAL AGREEMENTS. MOTION CARRIED UNANIMOUSLY.

- B. Motion** – To approve a Memorandum of Understanding with the Capitol City Labor Program.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER LANTZ SECONDED, TO APPROVE A MEMORANDUM OF UNDERSTANDING WITH THE CAPITOL CITY LABOR PROGRAM. MOTION CARRIED UNANIMOUSLY.

- C. Motion** – To approve a Memorandum of Understanding with the Command Officers Association of Michigan.

COUNCIL MEMBER MULDER MOVED, COUNCIL MEMBER GILLESPIE SECONDED, TO APPROVE A MEMORANDUM OF UNDERSTANDING WITH THE COMMAND OFFICERS ASSOCIATION OF MICHIGAN. MOTION CARRIED UNANIMOUSLY.

X. AUDIENCE PARTICIPATION

The public did not comment.

XI. COMMUNICATIONS FROM THE MAYOR AND COUNCIL

Council Member Mulder mentioned the successful fishing pier ribbon cutting this morning and the Market on the Grand this Saturday, and wished everyone a happy Independence Day.

Council Member Gillespie mentioned a resident asking to allowing golf carts on public streets.

Council Member Jancek asked to be excused from the 11 July 2022 City Council regular meeting.

Mayor Sowle thanked the Grand Ledge Area Chamber of Commerce for nominating Detective DeWitt as Public Servant of the Year and mentioned the successful Yankee Doodle Day.

XII. 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 24 June 2022.

COUNCIL MEMBER GILLESPIE MOVED, COUNCIL MEMBER JANCEK 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 24 JUNE 2022, AT 8:16. MOTION CARRIED UNANIMOUSLY.

COUNCIL MEMBER GILLESPIE MOVED, COUNCIL MEMBER WILLEMS SECONDED, TO RETURN TO THE MONDAY, 27 JUNE 2022 CITY COUNCIL REGULAR MEETING, AT 9:28 P.M. MOTION CARRIED UNANIMOUSLY.

XIII. ADJOURNMENT

COUNCIL MEMBER GILLESPIE MOVED, COUNCIL MEMBER LANTZ SECONDED, TO ADJOURN THE MONDAY, 27 JUNE 2022 CITY COUNCIL REGULAR MEETING, AT 9:28 P.M. MOTION CARRIED UNANIMOUSLY.

Gregory L. Newman, City Clerk

Thomas J. Sowle, Jr., Mayor