

A worksession of the City Council was held at City Hall, 200 S. Main Street, on Monday, August 18, 2008, at 5:00 p.m.

Present were Mayor Davidson and Councilpersons Brown, Greenhoe and Harri. Councilman Letarte arrived at 5:07 p.m. None were absent.

Administrative Staff Present was City Manager Bill LeFevere, WWTP Director Todd Nichols, City Treasurer Bob Damon, Building Inspector Jon Hill, Fire Chief Roger McNutt, City Superintendent Scott Poyer, City Assessor Mike Baker, Police Chief Paul Malewski, Deputy Clerk/Treasurer Carla Mazur and City Clerk Kristy Reinecke.

Purpose of the meeting was a worksession. Notice of the meeting was duly given.

Public Comments:

Patrick Rich, 208 S. East Street, appeared before Council regarding the Nepotism Policy.

Old Business Topics of Discussion were:

DDA:

Hall Street Project: The property has been marketed with an extension and the project is still ongoing. NRHP Nomination: This will be on the Agenda for the State at their September Meeting. Red Ribbon Hall: Work continues on the remodeling of the bathrooms and painting has begun.

LDFA:

South Industrial Park Infrastructure: Project specifications are being completed with the work planned to begin in October and completion in the Summer of 2009. MDOT Turn Lanes: This is being bid as a sub part of the Industrial Park Project with completion scheduled for late Fall of 2008.

Infrastructure Projects:

Sewer River Crossings: A Contractor has been hired to perform the work, with a funding mechanism still under discussion and completion scheduled for late Fall of 2008. Mill Street Parking Lot: Design work for the new location closer to Knight Street is on-going at this time, with completion scheduled for late Fall of 2008. GAR Island Park: LAP Study to evaluate and provide alternatives for Island wall restoration is almost complete, with the evaluation of the report beginning. Hall Street Parking Lot Study: LAP study is funded 50/50 with DDA and Local Street Funds, and will provide a plan for streetscaping, dumpster location, and overhead lines with the study being completed by the end of the year.

Economic Development:

Kingston Place: Work on this project is progressing as planned. Eaton Rapids Medical Center: Work on this project continues as planned. Old School Village: No plans have been submitted, and there is no visible activity on this project. Eaton Rapids Medical Park: Site plans are in the progress of being resubmitted, with this being presented at the September Planning Commission meeting.

Planning:

City/Townships: The Resolution has been adopted, with approval from the three units during August. The joint Resolution to identify local funding for a 2035 Bridge project will be developed and submitted to Tri-County Planning by the end of 2008. City: Update of the Master Plan has been included in the 2009 Budget with the next step being to identify eligible bidders and solicit bids.

Grants:

MSHDA/CDBG: Second round of funding is in place, Grant Agreement with Ingham County has been renewed, the procedural steps required by MSHDA including the environmental review are being completed and projects have been committed that obligate the available funds, scheduled to be completed by late 2008 or early 2009. MDEQ 319: Covered under Mill Street Parking Lot project. Michigan Main Street Program: City has been chosen as an "Associate Level" Community and will receive specialized training in the nationally recognized Main Street Four-Point Approach, with orientation beginning on August 5th.

Miscellaneous Projects:

Sale of Dollar House: Work on the bid specifications is on-going. City Hall Pocket Park: Funding is tied to the DDA/MDOT Streetscaping Project and construction is planned for the Summer of 2010. M50/M99 Corner Project: Acquisition of the two properties north of this intersection are in progress, with completion and demolition by late Fall of 2008. Joint Marketing Project: the Schools, Chamber, LDFA and Hospital have been working on this project for the past year, and funding has been approved, with ads to run in August.

New Business Topics of Discussion were:

Councilman Letarte arrived at this point in the meeting at 5:07 p.m.

Mayor Davidson reviewed with Council Ordinance 2008-4, Parking on front lawns.

Davidson stated that the spirit of the Ordinance is to not hurt property values. Police Chief Malewski stated that he had written this Ordinance based on Ordinances from surrounding areas, and also to address the issue of enforce ability. Chief Malewski stated that this could be addressed the same way the Weed Ordinance is addressed, which is by complaints. Chief Malewski stated that if Council so desired, a warning violation or ticket could be given at first to make the citizens aware, as well as publishing the Ordinance in the paper. Chief Malewski stated that the Ordinance is written so that special circumstances could be given and the Ordinance waived if the citizen contacted the Department to let them know that an event was going on so there would be extra vehicles at their property. Building Inspector Hill stated that this was being shifted from his Department to the Police Department, as right now this could be enforced by him, but it would be a misdemeanor with a \$500.00 fine, where with the Police Department it could be a Civil Infraction and thus allow the ease of enforcement. Mayor Davidson stated that he felt that this was a reasonable approach and that it fits best with a parking violation approach instead of a misdemeanor. Mayor Davidson further stated that this could be waived and exceptions made for the sale of a vehicle, parties, etc..., as long as the citizen let the Police Department know. This item will appear on the August 25th Agenda for Second Reading and Adoption.

City Manager LeFevre stated that he had not yet received the information from Gary Arnold at C2AE for the River Crossing Project Funding, so this would be discussed at a later date.

Mayor Davidson reviewed with Council the request from a citizen to change the hours at the City Cemetery from dusk to dawn. Chief Malewski stated that the current hours are from 8:00 a.m. to 9:00 p.m., and currently there is very little vandalism. Chief Malewski stated that his Department uses discretion during the Summer hours when it is light out longer. Mayor Davidson stated that it would cost for new signs and publishing costs for changing this Ordinance. Chief Malewski stated that the majority of the people go to the Cemetery during these hours anyway. Mayor Davidson stated that since there were no further comments the Ordinance would stand as written.

Mayor Davidson reviewed with Council the request from a citizen to look into changing the City's phone system. Councilman Letarte stated that with a DID System you purchase a block of numbers and this is how the system works, and you would have a receptionist. Superintendent Poyer stated that it would be cost prohibitive to change what we now have, that software and server assembly updates are due next year. Superintendent Poyer stated that we now have 25 lines coming into the City, so we are able to handle large call volumes. As there were no further comments it was the consensus not to change.

City Superintendent Poyer reviewed with Council the RFP's that had been received for the Tub Grinder and Compost Bids. Superintendent Poyer stated that the City was having to

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do this due to MDEQ rules that City's needed to eliminate stockpiling of Compost and brush. Superintendent Poyer stated that on the Compost RFP he had received two bids and that it was his recommendation to go with the low bid of Schaefer's. Superintendent Poyer stated that on the Grinder RFP he had received two bids and that it was his recommendation to go with Mid-Michigan Recycling who was the low bidder, and with this service the City was anticipating getting reimbursed by FEMA for 1/3 of this cost, as well as money from the LDFA who would be using this service as well. These items will appear on the August 25th Agenda.

City Manager LeFevere reviewed with Council the Hiring Policy, and stated that this was the fourth draft and some language had been added to exempt election workers. Councilman Harri asked if the City would be advertising for temporary and seasonal employees. City Superintendent Poyer responded that he does not need to advertise as he has so many walk-in applicants that he has a pool of over 300 applicants to choose from so he has not had the need to advertise. Councilman Letarte stated that he felt this policy created more problems and issues than what the City is currently doing and felt that the adoption of this policy was not needed. Councilman Letarte asked if there had every been a negative impact in the past with what the City was doing now and stated that he feel this is a waste of time and felt that it would be a bigger issue by excluding potential employees because they were related to someone. Mayor Davidson stated that he felt it could be addressed by just advertising for all the jobs and then selecting the best candidate. Councilman Harri asked how it would be handled if preferential treatment was given to a relative. Councilman Letarte stated that the Supervisor hiring would have to answer for their actions and then would have to justify their decision. Councilman Harri asked if Council approaches Department Heads trying to get their relatives a job. City Manager LeFevere stated that it happens regularly, usually by previous Council members, and they are told to have them submit an application. City Manager LeFevere stated that positions could be advertised on the web-site as well. Police Chief Malewski stated that he hires out of a pool of candidates with other Departments who have already done a testing/screening approach. After discussion by Council it was the consensus that advertising positions would be agreeable. Mayor and Council thanked City Manager LeFevere for his work on this policy, but at this time felt that advertising positions would be acceptable.

City Manager LeFevere reviewed with Council an upcoming property maintenance hearing that will appear on the August 25th Agenda. City Manager LeFevere stated that the individual had not shown up at the Administrative Hearing, so that it would be on the Agenda at the Appeal Stage.

Councilman Harri reviewed with Council the memo he had sent regarding park maintenance volunteer issues. City Superintendent Poyer stated that he had not had the opportunity to talk with Kim Byerly, so therefore could not speak to the issues he was

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raising. Mayor Davidson stated that sometimes problems occurred due to the fact that the City had Union jobs. Superintendent Poyer stated that volunteers and community service workers do not run any equipment due to liability. It was decided that this would be discussed at the next worksession when Kim Byerly could be present.

City Manager LeFevere reviewed with Council the Michigan Main Street Program that representatives from the DDA, Chamber and Historical Society will be attending. City Manager LeFevere stated that he had a schedule of the training dates that are being offered and will distribute this information to Council so if they would like to attend any of these they can do so.

City Manager LeFevere reviewed with Council the Wholesale Power update and that he had purchased the 4MW hours that Council had authorized him to do at a rate of \$57.25/MW, which comes in well below the \$62.00 limit that Council had set. City Manager LeFevere further stated that he had met with Carla Bumstead who will be doing an article in the Community News to educate and make the citizens aware of the cost. City Manager LeFevere will keep Council updated on the progress of this.

Councilman Letarte left at this point in the meeting at 6:03 p.m.

City Manager LeFevere reviewed with Council the revised Charter Amendment Resolution. City Clerk Reinecke stated that the previous Resolution that Council had adopted had been sent to the Governor's Office as well as the Attorney General's Office, and the Attorney General's Office had offered some suggestions to City Attorney Erickson, so what Council had before them was the Amended Resolution that needs to be adopted at the August 25th Council meeting.

City Manager LeFevere reviewed with Council the 319/Mill Street Project. City Manager LeFevere stated that the original project had been to do the parking lot behind the old Fire Department, but due to development on Mill Street, had moved the project to Mill Street behind the homes on Knight Street. City Manager LeFevere stated that since there was a title issue with the development on Knight Street, that they would like to move the project back to the parking lot behind the old Fire Department/canoe launch area as this project will tie into the river crossing project that is started. City Manager LeFevere stated that when the title issue is resolved with the development on Knight Street, then the City can seek additional funding for the Mill/Knight Street lot.

Public Comments:

Patrick Rich, 208 S. East Street, appeared before Council regarding the parking lot behind Pettit's.

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Reports:

City Treasurer Damon reported on the following: that he has transferred monies to other banks to be in compliance with the newly adopted Investment Policy that Council had recently passed.

Fire Chief McNutt reported on the following: that he had just been to an RV trailer fire at 424 N. East Street; that he is anticipating the monies coming in for the Grant for the turn-out gear that he applied for to be arriving within the next week; and that the tornado warning siren will be installed within the month at the Greyhound School Complex.

WWTP Supervisor Nichols reported on the following: encouraged Council and citizens to come to the Open House at the plant to see the renovations on Friday from 1-4 and Saturday from 9-noon.

The meeting was adjourned at 6:15 p.m.

James E. Davidson, Mayor

Kristy Reinecke, City Clerk