

CITY OF GRAYLING
CITY COUNCIL
REGULAR MEETING MINUTES
Monday, March 11, 2019

I. Meeting called to order by Mayor Forbes at 6:29 P.M.

II. Pledge of Allegiance

III. Roll Call

Members Present: Karl Schreiner, Clinton Ross, Kimberly Hatfield, Roger Moshier and Heather Forbes

Members Absent: None

Vacant Seats: None

Also, in Attendance: Doug Baum, City Manager, Lisa Johnson, City Clerk/Treasurer, Chelsea Goodwin, Deputy Clerk, Erich Podjaske, Zoning Officer, Russ Strohpaal, Fire Chief, Lacey Stephan, Grayling Twp. Supervisor, Duane Brooks, Rae Gosling, Doug Paulus, Matt Shaw, Matt and Christine LaFontaine, Tom Steffen and other members of the public.

IV. Public Comment

No public comment.

V. Approval of Agenda

19-22

Moved by Schreiner seconded by Moshier to approve the agenda as presented.

Ayes: 5, Nays: 0, Abstain: 0, Absent: 0, Vacant 0, Motion Carried

VI. Approval of Consent Agenda

19-23

Moved by Schreiner seconded by Hatfield to approve the consent agenda as presented.

Ayes: 5, Nays: 0, Abstain: 0, Absent: 0, Vacant 0, Motion Carried

VII. DDA/GMS YEAR IN REVIEW

Gosling gave a power point presentation to City Council. She also thanked council for their support of the program and in the near future the board would be coming to council to ask for continuing support of the program in the future.

VIII. City Manager's Report

City Manager Baum explained his report.
Members had no questions or comments.

IX. Unfinished Business

A. Proposed Blight Ordinance

City Clerk/Treasurer explained that she had not received a new draft of the Ordinance.
Zoning Officer Podjaski mentioned that he thought they were still working on it.

B. Fire Department Update

City Manager Baum explained he had received the proposed contract from Camp and it would be to cover the Airfield, MATES and do trainings on Camp. It is asking for 4 personnel to be staffed at all times for 24/7 coverage from May 1-August 31. He explained a meeting was held today with the Township to work on a proposed budget for this discuss concerns they may have. They have some wording issues in the contract that need to be cleaned up. Not sure if this will be moving forward, both the City and Township will have to approve this agreement in order for that to happen. If approved, any employees hired for this will be part-time.

He mentioned this would need to be approved and submitted by the end of the month. He asked council how they would like to handle this.

Member Hatfield mentioned she would like to have a special meeting and only this item be on the agenda to discuss.

Member Schreiner agreed.

Mayor Forbes called for a special meeting to be held on March 25, 2019 at 6:30 pm for the camp agreement.

Mayor Forbes asked Stephan what concerns the township has.

Stephan mentioned some wording and also have reservations on city/township coverage and who comes first (Camp or City/Township) when calls come in.

Member Schreiner asked that he attend the City's special meeting.

Stephan mentioned Chief Brooks is the one he relies on when it comes to this.

Brooks mentioned the contract has a set time to be on the scene and what happens if they do not make that time or it takes away from the City/Township coverage.

Stephan mentioned concerns that Chief Strohpaal has also brought up. Such as if new firefighters are not familiar with the equipment and possible damage to it, gear and not having enough.

Mayor Forbes mentioned that training would be done, correct.

Chief Strohpaal mentioned that that would come but once employees are in place.

Brooks still has concerns on coverage if on a call and another call comes in.

Mayor Forbes mentioned that we take those risk daily already, it is no different.

Member of the public asked if the department could lease other equipment and charge that out to the Camp as well.

City Manager Baum mentioned that the department just received new turn out gear for most of its fire fighters and the old gear could be used by the part time employees if the agreement is in place. So, he feels the gear will not be an issue.

City Manager Baum also mentioned he received a copy of the proposed new City/Township fire agreement. He had staff take the old agreement and compare to the new agreement to see what was removed and what was added. He has concerns with the agreement and will be discussing with the City Attorney and also with the Township, since they drafted the new proposed agreement.

X. New Business

A. Water/Sewer bill 305 S. James St.- request to waive late fee

Goodwin explained that the bill pay company issued the payment on the 14th for this property and the customer requested payment to be made on the 11th. Payment was received on the 19th which also included 7 additional water payments, so those residents also received a late fee.

Mayor Forbes said it's not the City's fault that the bill pay company didn't process the payment timely and felt it was their fault and the resident should go back on the bank. Members agreed.

NO Action was taken.

B. City Fee Schedule

City Clerk/Treasurer Johnson explained the fee schedule had one new item added for the cost of property tax bills. She then noted that the final read/bill fee was also added that they previously approved.

19-24

**Moved by Hatfield seconded by Ross to approve the City Fee Schedule as presented.
Ayes: 5, Nays: 0, Abstain: 0, Absent: 0, Vacant 0, Motion Carried**

C. Fire Department Plan Review Fee Schedule

Chief Strohpaal explained this needed to be updated, the fees were not at where they should be.

Chief Strohpaal also explained the new Inspection fee schedule. He also explained that inspections are required by the International Fire Code, so businesses are required to have the inspection done yearly and this will then help cover the cost of the Inspector.

City Manager Baum mentioned that the Fire Committee has reviewed both fee schedules and they recommended the fee schedules to be approved by City Council.

19-25

**Moved by Ross seconded by Schreiner to approve the Fire Department Plan Review Fee Schedule as presented.
Ayes: 5, Nays: 0, Abstain: 0, Absent: 0, Vacant 0, Motion Carried**

D. Fire Department Annual Inspection Fee Schedule

19-26

Moved by Moshier seconded by Hatfield to approve the Fire Department Annual Fee Schedule as presented.

Ayes: 5, Nays: 0, Abstain: 0, Absent: 0, Vacant 0, Motion Carried

E. Water/Sewer Invoice – Duck Pond

City Manager Baum explained that Tom Steffen brought the invoice to him with his concerns with the amount of the invoice. He explained to Tom that he could not do anything on this and it would have to go to City Council.

Tom Steffen and his builder Don Alexander voiced their concerns on the change in where things would be run and located per the DPW coming and looking at the project. He feels he should only be responsible for the cost from the building to the property line and the City should be responsible from the property line to the connection. He also mentioned that he did not ask for any abatements for water and sewer and a lot of builders do.

Mayor Forbes asked Kyle if we do charge for new hook ups.

Kyle explained that all new hook ups are charged a water fee of \$1500 for a ¾ inch and a fee of \$1,200 for a 4" sewer tap.

Since it was a 6" that was needed the billing changes to a time and material billing.

Mayor Forbes asked Steffen if Erich had discussed these items with him.

Kyle said the three of them had discussion on this and his options. \$1,500 per unit was one option and the other option was time and material if a 6" was used.

Mayor Forbes asked if this was a common practice for this type of hook up.

Kyle said yes.

Mayor Forbes asked Tom Steffen who told him there would be no charge.

Tom Steffen said Erich.

Erich said no, but that he may be able to work out a deal on the hook-ups but never said there would be no cost.

Member Hatfield asked if not billed at time and material, what would the cost have been.

Kyle said \$2,700 per unit for a total of \$10,800, which would have been more than he was billed for.

Kyle also mentioned that he recommended them to get other prices from other contractors.

They were asked if they did get other pricing.

Don Alexander said they contacted two contractors who were working in the city and they never heard anything back on pricing.

Kyle mentioned they gave Tom Steffen an estimated cost of \$10,000.

Mayor Forbes mentioned that the City appreciates what Tom is doing but if we give away things for free, the city would have to do this for anyone who asked.

Member Hatfield agreed, if you do for one you have to do for all.

Members Schriener and Moshier agreed.

19-27

Moved by Forbes seconded by Hatfield to take no action on the request for Tom Steffen's invoice.

Ayes: 5, Nays: 0, Abstain: 0, Absent: 0, Vacant 0, Motion Carried

F. Covenant Capital Zoning Change from C3B to R2

Zoning officer Podjaski explained the Re-Zoning request and that Planning Commission had approved the request to be sent to Council in 2017 and it was missed being put on the Council Agenda. He apologized for that and asked Council to approve the request.

19-28

Moved by Schreiner seconded by Hatfield to approve the Zoning Change for property code 070-017-006-140-03 from C3B to R2 as presented.

Ayes: 5, Nays: 0, Abstain: 0, Absent: 0, Vacant 0, Motion Carried

G. Budget Amendments

City Clerk/Treasurer explained the budget amendments. She asked if any members had questions.

No questions were asked.

19-29

Moved by Ross seconded by Schreiner to approve the budget amendments as presented.

Ayes: 5, Nays: 0, Abstain: 0, Absent: 0, Vacant 0, Motion Carried

H. City Managers Appointment to Camp Community Council

City Manager Baum explained.

19-30

Moved by Schreiner seconded by Ross to approve appointment of the City Manager to the Camp Community Council.

Ayes: 5, Nays: 0, Abstain: 0, Absent: 0, Vacant 0, Motion Carried

I. Create a Committee for updating the City Charter and other City Policies as needed.

Members had a discussion on the number of members to be on the new committee to update the City Charter and other City Policies as needed.

The consensus of the Members was 5 members. One from City Council, One from the Planning Commission, One from City Staff, and a combination of One City Resident or One City Business Owner or Two Resident or Business owner.

19-31

Moved by Schreiner seconded by Hatfield to approve a 5-member committee to update the City Charter and other policies as needed as disrobed above.

Ayes: 5, Nays: 0, Abstain: 0, Absent: 0, Vacant 0, Motion Carried

XI. Project Updates

City Manager explained project updates.

- A. Force Main**
- B. Canoe Launch-Parking Lot**
- C. Trail Projects**
- D. Community Center**
- E. DPW Building**
- F. Northern Market**

XII. Reports

- 1. MainStreet Managers Report** – Given at beginning of the meeting
- 2. Planning Commission meeting Minutes**-Ross gave the members an update.
- 3. Park & Recreation meeting Minutes**-No meeting due to weather.
- 4. DDA/GMS**
- 5. Grayling Agricultural and Education**- No meeting.
- 6. Public Safety** – Fire Activity Report – February 2019
- 7. Public Safety** – Police Activity Report – February 2019

Members had no comments.

XIII. Public Comment

Matt Lafontaine explained his concerns with different properties within the City that looked terrible and wanted to know why nothing was being done to get them cleaned up. When investors come to the City and see that, why would they want to invest in something. He feels something needs to be done and wonders why nothing is being done. He also feels these are safety violations as well.

Members mentioned it takes years sometimes to get things done, due to the process it takes.

City Manager Baum mentioned he would look into where things were on properties and get with the building inspector to see what can be done on that side as well.

XIV. Council Member Comments

Moshier asked about the lights in the parking lot.

City Manager Baum mentioned there is an electrical issue with the ones on the far end of the business loop and that will be handled in the spring.

XV. Correspondence

- A. Fiscally Ready Communities Regional Training March 22, 2019

XVI. Adjournment

19-32

Moved by Ross seconded by Schreiner that the meeting is adjourned.

Ayes: 5, Nays: 0, Abstain: 0, Absent: 0, Vacant 0, Motion Carried

Mayor Forbes adjourned the meeting at 8:53 pm.

Lisa K Johnson,

City Clerk/Treasurer

Approved Minutes can be found on our website: www.cityofgrayling.org