

CITY OF GRAYLING
CITY COUNCIL
REGULAR MEETING MINUTES
Monday, April 8, 2019

I. Meeting called to order by Mayor Forbes at 6:00 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, Rae Gosling, Matt Shaw, Matt and Christine LaFontaine, Tom Steffen, Kyle Bond, DPW, April Hehir, Hayley Strohpaal, Linda Nickert and other members of the public.

IV. Public Comment

No public comment.

V. Approval of Agenda

Mayor Forbes asked that one item, GMS continued support be added under New Business item F.

19-36

Moved by Hatfield seconded by Ross to approve with addition the of item number F under New Business, GMS continued support.

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

VI. Approval of Consent Agenda

19-37

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. City Manager's Report

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

VIII. 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**

IX. Unfinished Business

A. Proposed Blight Ordinance

City Clerk/Treasurer explained that she had not received a new draft of the Ordinance. Christine LaFontaine mentioned she had seen emails going back and forth and that the attorney is doing another review at this time.

B. Fire Department Update

City Manager Baum explained the Township also approved the City Manager to sign the military contract and with that, the military has given him the approval to move forward with hiring of personnel and the renovations of the fire station. He also mentioned that the fire agreement with the township is still being worked on and they had a meeting scheduled with both the city and township attorneys and is hopeful this will be completed soon. He also mentioned that on Wednesday the fire committee would be meeting to hopefully finish up the 19/20 fire budget.

X. New Business

A. Brownfield Application – 103 E Michigan Ave

Hehir explained the brownfield and explained the need of a motion for support from City Council to move forward on this project.

19-38

Moved by Moshier seconded by Schreiner to the brownfield application as presented.

Ayes: 4, Nays: 1 (Hatfield), Abstain: 0, Absent: 0, Vacant 0, Motion Carried

B. Multi Use Permit - Chamber

City Manager explained it is the normal permit filed each year and they will need to approve due to it asking for road closures.

19-39

Moved by Schreiner seconded by Ross to approve the Multi Use Permit – Chamber as presented.

Member Moshier asked about the attachment noted on the permit.

City Manager Baum said that wasn't included.

Member Schreiner said that council is only approving the road closure part of the permit.

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

C. Approve Planning Commissions recommended changes to the City Zoning Ordinance

Zoning Officer Podjaske explained the changes and that a public hearing was held at the last Planning Commission meeting and that only one person was in opposition, 3 were in support of the changes and that one email was received and was in support as well.

19-40

Moved by Schreiner seconded by Ross to approve the Zoning Ordinance as presented.

Member Hatfield reconfirmed the height of buildings were staying at 3 stories, 4 to 5 need approval.

Zoning Officer said yes.

Member Hatfield mentioned she didn't like that it was all over facebook and that hadn't even been approved yet.

City Clerk/Treasurer asked if it was on any city sites.

Member Hatfield said no.

Ayes: 4, Nays: 1 (Moshier), Abstain: 0, Absent: 0, Vacant 0, Motion Carried

D. Water/Sewer request to waive fees – Linda Nickert 501 N James St.

Mayor Forbes asked Nickert if she wished to explain her request.

Nickert said she guessed she had to humble myself to the board to get it corrected. She received a late fee of \$10 and she did put the payment in the mail, but the post office wasn't delivering mail. She said that she called the office and didn't receive a call back. Then her husband received a call from Josh (DPW worker) asking to get into the building to shut the water off. When she called the office, she was then informed that the bill had now gone to \$90. She asked why the \$90 shut off/turn on fee was added, when they never

turned it off. She then talked with the City Manager and he explained that he could not waive the fee, that she would need to address City Council as they set the policy.

Mayor Forbes then asked Goodwin, Utility Billing Clerk if she wished to explain the City's side.

Goodwin explained past due bills were due on the Feb. 15th, she pulled her check and envelope (in which we keep on all past due bills) and the postmark on the envelope was Feb. 14th and the city's date stamp on the envelope was showing being received at City Hall on Feb. 19th.

Nickert was trying to interrupt Goodwin and Member Hatfield asked her to stop, that Goodwin didn't interrupt her when she was talking.

Goodwin then explained that after the original due date has lapsed, past due bills are printed (with the late fee added) then we wait a couple of days for late payments to arrive and then on the one's received she notes the date received and changes the amount due on the bill, so the resident is aware the original payment was received late. On Feb. 26th Nickert called at 2:55 pm about the late fee. Goodwin advised Nickert that she could not waive the fee and explained she need to write a letter to Council asking them to waive it. On March 19th at 9 am, (Goodwin wasn't sure who in the office answered the phone) but Nickert called the office and asked if it was shut-off day and was advised yes. Nickert called back again after Josh called Nickert's husband about having to shut the water off and Goodwin explained that her bill was now \$90 due to non-payment. Goodwin also went to the post office to confirm if they were closed any days. They confirmed that their office never closed due to weather. City hall was also never closed due to weather. Goodwin also explained that mail is picked up daily from the PO Box.

Mayor Forbes asked Goodwin to explain the \$80 fee.

Goodwin said it is a Non-payment fee, the \$80 shut off and reconnect fee is for when a resident asks for their water to be turned off (for example if they are going to Florida for the winter).

Mayor Forbes asked Goodwin if this policy is public knowledge

Goodwin said yes, they were mailed a copy with the shut-off date printed on the late notice and it's on the City's website.

Mayor Forbes asked Goodwin if the city excepted debit/credit card payment online.

Goodwin said yes, either in person at City Hall or they can go to the city's website and pay online.

Member Schreiner asked how long do they have to pay a late bill.

Goodwin said approx. 30 days until 1st late fee.

Mayor Forbes mentioned we have a consistent policy.

Nickert said she doesn't ask the city for anything. She calls the City Manager and is told that he can't do anything and that it's not right to not trust your City Manager.

Mayor Forbes said if we step outside the policy, then it's open to everyone. It's not personal.

Member Moshier mentioned a different one came up last month and council noted they were not responsible for post office delays.

Nickert asked that council vote, so she can see who approves and who doesn't. She then said she motions it being waived.

Member Schreiner said you can't make the motion.

Mayor Forbes asked if anyone wished to make a motion.

No Motion was made

No Action was taken.

E. Lift Station Pumps

Kyle Bond asked if all members had received the packet with the details of the Pump replacements. He explained that one pump is down and needs to be replaced. He is asking to replace all three pumps, due to the cost for by-pass pumping and feels this in the long run would save cost.

Members asked questions of Bond.

Bond also mentioned that other communities have set 'ready to serve' fees and/or min. usage fees on their water/sewer bills and those are set aside for these types of needs/repairs.

Deputy Clerk/Treasurer Goodwin mentioned that Bond and herself had attended a conference and they received a spreadsheet that also helps communities set their water/sewer rates. She asked if council was ok with them looking into these items and bringing it back to council.

Members were good with that.

City Manager Baum explained that the cost to repair the Lift Station Pumps would be taken from the Capital Fund, but that it wasn't a budgeted item and council would need to approve this expenditure. The approx. cost is \$104,800. They budgeted high, so it should come in below that amount.

19-41

Moved by Schreiner seconded by Moshier to approve and amend the budget from the capital fund for an amount up to \$104,800 for the lift station pump repair.

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

F. GMS Continued funding support.

Podjaske and Gosling explained they have completed the five (5) year MainStreet Program and can sign an agreement to move to the Master Level MainStreet Program.

They are asking for an additional two (2) years of support for the program in the amount of \$50,000 per year. They need a well-funded program and feel they are an extension of the city.

Members asked questions.

19-42

Moved by Hatfield seconded by Schreiner to approve the continued support for GMS for the next two fiscal years in the amount of \$50,000 per year.

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

City Manager Baum noted that he would be reviewing the Master Level Contract before it being signed.

XI. Reports

- A. Mainstreet Managers Report-Given by Gosling
- B. Planning Commission – March 12, 2019 Meeting Minutes
- C. Parks and Rec Committee – March 12, 2019 Meeting Minutes
- D. DDA/GMS Meeting – March 21, 2019 Meeting Minutes
- E. Grayling Agricultural and Education - No meeting
- F. Housing Commission Meeting Minutes January – March

XII. Public Comment

Steffen mentioned the trails are moving along.

LaFontaine mentioned how nice Michigan Ave looked from Main Street to the Hospital at night with all the lights. He then asked how things were moving with the Motel and Hospitality House properties.

Zoning Officer Podjaske mentioned the attorney was sending letters.

XIII. Council Member Comments

Member Moshier asked about large furniture being set out too early for pick up.

City Manager Baum will mention it to the officers.

Member Moshier asked on the dumpster at Rays.

Zoning Officer will be checking on that now that the frost is out of the ground.

Member Moshier asked on the blight house on Date Street.

City Manager mentioned it would be taken care of yet this fiscal year.

Member Moshier asked on the new hotel rendering that was on facebook showed parking in front of the hotel.

Zoning Officer mentioned that is not the final drawing and parking for the hotel will not be on Michigan Avenue.

Member Ross said it will be nice to see house down on N. Down River

Steffen said the property went back for taxes and the county had it taken down.

Member Ross also mentioned he was happy to support GMS, they are doing a good job.

Member Hatfield asked on the owners of a 'parts' vehicle they were given time to take care of.

Zoning Officer Podjaske said their time is up the end of April, so will check in May.

XIV. Correspondence

None

XV. Adjournment

19-43

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

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

Mayor Forbes adjourned the meeting at 7:49 pm.

Lisa K Johnson,

City Clerk/Treasurer

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