

2018

CITY OF GRAYLING
CITY COUNCIL
REGULAR MEETING MINUTES
Monday, June 11, 2018

I. Meeting called to order by Mayor Schreiner at 6:30 P.M.

II. Pledge of Allegiance

III. Roll Call

Members Present: Karl Schreiner, Mark Allen, Roger Moshier and Heather Forbes

Members Absent: Karl DeVries

Vacant Seats: None

Also in Attendance: Doug Baum City Manager, Lisa Johnson City Clerk, Erich Podjaske, Zoning Administrator, Rae Gosling, Tim Rombach, Deb Mead, Project Coordinator, Steve Clark, Rowe Engineering, Heather Tait, Russ Strohpaal Jr., Fire Chief, Doug Paulus, April Hehir, Dave Petrie, Tom Steffen, Dave Vargo and other members of the public

IV. Public Comment

Rae Gosling gave the MainStreet Report.

V. Approval of Agenda

Mayor Schreiner mentioned two additions to new business, N: Business Sponsored Peddlers Permit – Vargo and O: New Fee for Peddlers Permits.

18-055

Moved by Allen seconded by Moshier to approve the agenda with the addition of #N and #O under New Business

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

VI. Approval of Consent Agenda

18-056

Moved by Forbes seconded by Allen to approve the consent agenda as presented.

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

VII. City Managers Report

City Manager Baum explained his report.

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He also mentioned the sale of the 3 city lots. Minimum bid was for \$21K and the one bid received meet all the criteria's and was for \$40K.

Moved into the Public Hearing at 6:39 pm

VIII. Public Hearing

A. Peddlers Ordinance Amendment

Members Allen asked on the fee for 7 days and if they had to move off the location and also asked what the yearly time frame was.

Zoning Officer Podjaske said the yearly was for January – December and that the 7 day cost didn't specify when they had to move by.

Members had discussion on the 7 day request and felt a time frame could be set.

B. 2018-2019 City Budgets

City Clerk/Treasurer Johnson explained the millage didn't change.

Member Mosher asked on the Public Safety overtime.

City Manager Baum mentioned that all depends on mandatory court time.

City Clerk/Treasurer Johnson also explained that the Fire Contract is only in the budget for two months, since we are unsure of the renewal of it.

Council Member Mosher asked if it is not renewed, is there layoff funds.

City Clerk/Treasurer said yes.

Member Allen asked on the requested \$30k and Health Care

City Clerk/Treasurer explained the \$30K was coming from the excess in the Capital Fund and Health Care is based on the current cost for each employee and she had built in a 5% increase since that is unknown until October or November.

City Manager Baum also explained the Capital Improvement Plan attached and that Erich Podjaske and Debra Mead are working on the updated long term plan capital plan.

Closed Public Hearing at 6:52 pm

X. Unfinished Business

A. Update Proposed Blight Ordinance

Mayor Schreiner mentioned the workshop was held and changes were made and sent back to the committee.

Member Allen noted the committee hadn't meet since the workshop and would bring it back once changes were made.

XI New Business

A. Proposed Peddlers Ordinance Amendment

Member Allen mentioned adding a time frame for when the food truck needed to be removed by.

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Mayor Schreiner said wording could be added.

18-057

Moved by Allen seconded by Forbes to approve the Code of Ordinance Peddlers Ordinance Amendment with the addition that food trucks must be moved within three (3) days after the approved dates are up.

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

B. Resolution 2018-04 Property Tax Millage

18-058

Moved by Allen seconded by Forbes to waive the reading of the resolution.

Member Moshier asked about the millage and that when council increased the millage, it was to be reduced once revenues came back up.

City Manager Baum explained that revenues have not come back up to where they were in the past and that staffing has not increased back to the same level as well.

Member Allen also mentioned that a lot of the City's infrastructure is needing repair and if it drops, it may need to be increased again to help with repairs. He feels for now it should remain the same and not go down and then possibly go up again.

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

18-059

Moved by Moshier seconded by Allen to approve Resolution 2018-04 Property Tax Millage as presented.

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

C. 2018-2019 City Budgets

18-060

Moved by Forbes seconded by Allen to approve the 2018-2019 City Budgets with the change to Capital Improvement and the Project fund of \$30K for the increased City Match.

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

D. Multi Use Permit 029 AuSable Canoe Marathon

City Manager Baum explained and recommended council to approve.

18-061

Moved by Moshier seconded by Forbes to approve the Multi Use Permit 029 received from AuSable Canoe Marathon as presented

Ayes: 4, Nays: 0, Abstain: 0, Absent: 1, Vacant 0, Motion Carried.

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E. Multi Use Permit 030 AuSable Canoe Marathon

City Manager Baum explained and recommended council to approve.

18-062

Moved by Moshier seconded by Forbes to approve the Multi Use Permit 030 received from AuSable Canoe Marathon as presented

Members had discussion

Ayes: 4, Nays: 0, Abstain: 0, Absent: 1, Vacant 0, Motion Carried.

F. Multi Use Permit 032 AuSable Canoe Marathon

City Manager Baum explained and recommended council to approve.

18-063

Moved by Moshier seconded by Allen to approve the Multi Use Permit 032 received from AuSable Canoe Marathon as presented

Members had discussion

Ayes: 4, Nays: 0, Abstain: 0, Absent: 1, Vacant 0, Motion Carried.

G. Zoning Ordinance Sign Amendment

Zoning Officer Podjaske explained that planning re looked at the Sign section and that they had also held meetings inviting business owner to discuss what they would like to see changed. He also said the major changes were to allow roof top signs, size of free standing signs and wall signs size was changed to 25% of the wall area.

18-064

Moved by Forbes seconded by Allen to approve the Zoning Ordinance Sign Amendment as presented.

Ayes: 4, Nays: 0, Abstain: 0, Absent: 1, Vacant 0, Motion Carried.

H. Employee Manual

City Manager Baum explained the strike areas are to be removed and the highlighted areas are being added/changed.

City Clerk/Treasurer also mentioned that the City Attorney and the Labor Law Attorneys have also reviewed the Manual.

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18-065

**Moved by Moshier seconded by Allen to approve the employee manual as presented.
Ayes: 4, Nays: 0, Abstain: 0, Absent: 1, Vacant 0, Motion Carried**

I. City Foreclosed Properties

Members asked where the two properties were located.
City Clerk/Treasurer asked Zoning Officer Podjaske if he could look them up.
Members will come back to this later in the meeting.

J. Private Water Well Permit

Tressa Duryea explained that she wished to install a well for watering purposes only.
Discussion took place

18-066

**Moved by Forbes seconded by Mosher to approve the permit with a well diameter
changed to 4".
Ayes: 4, Nays: 0, Abstain: 0, Absent: 1, Vacant 0, Motion Carried**

K. Delq. Water/Sewer bills to be placed on the 2018 Summer Tax Bills.

City Clerk/Treasurer explained.

18-067

**Moved by Allen seconded by Moshier to approve placing the delq. Water/sewer bills
on the 2018- Summer Taxes as presented.
Ayes: 4, Nays: 0, Abstain: 0, Absent: 1, Vacant 0, Motion Carried**

L. Final 17-18 Budget Amendments

City Clerk/Treasure Johnson explained.
Members asked if grant applied for was received.
Doug Paulus explained that a \$5K grant was received for promoting the Market.
Member Mosher asked on the Revenue that was given back.
City Clerk/Treasurer Johnson explained it was and over payment error made by the
State of Michigan.
Member Allen asked if the funds were going to be in the good.
City Clerk/Treasurer Johnson explained that she could not guarantee that in all
funds, especially in the fire fund.

18-068

**Moved by Forbes seconded by Moshier to approve the final 17-18 budget
amendments as presented and to allow the City Clerk/Treasurer to move dollars
with in the funds as noted to balance the fiscal year budgets.**

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

Zoning Officer Podjaske returned and explained where the City Foreclosed Properties were located.

18-069

Moved by Mosher seconded by Allen to sign the Waiver of Right to Purchase Foreclosed Property.

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

M. Force Main Bid and City Match

Steve Clark with Rowe Engineering explained the bids and that they came back higher than expected and that he has put in a request to MEDC to increase the grant which in turn increases the City's match. He also explained due to the higher cost, he has reduced the project by \$105K with a change order #1 to be submitted and that it will now be a 2 phase project, and that phase 2 should be completed within 5 years to allow the same DEQ permit to be used. He also explained the contractor with the low bid and the feedback he has heard from other communities that have worked with this contractor and all has been good.

Members asked questions.

18-070

Moved by Allen seconded by Forbes to move forward to approve RR. Roese Contracting Company in the bid amount of \$1,932,363 pending change order #1 reduction of \$105K and approval of grant request amendment with MEDC.

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

N. Business Sponsored Peddlers Permit-Vargo

City Manager Baum explained and noted that the permit came in after council agenda was completed.

Members asked questions on the use of city parking spaces for the food truck.

Dave Vargo explained.

City Manager Baum will work with Dave Vargo to make sure placement is correct.

18-071

Moved by Mosher seconded by Forbes to approve the Business Sponsored Peddlers permit with it being noted that only three city parking spaces were to be used and that all other such permits be on a case by case review.

Russ Strohpaul Jr. Fire Chief asked if the 10' barrier would be meet.

Vargo said he would make sure it was.

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

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O. New Fee for Peddlers Permits

Zoning Officer Podjaske mentioned it is set simple for now and can be changed later if needed.

18-072

Moved by Forbes seconded by Allen to approve the Peddlers Permit Fees as presented.

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

XI. Project Update

a. Force Main

Discussed earlier in meeting.

b. Canoe Launch

Steve with Rowe explained and showed council members pictures of the project and is hoping the project will start late fall.

c. Trail Projects

Debra Mead explained the project agreement has been signed and submitted. City Clerk/Treasurer Johnson explained ½ of the project was budgeted for in the 18/19 Budget and the remainder would be in the 19/20 budget since the project would be done over two fiscal years.

d. Community Center

Zoning Officer Podjaske explained the study came back good, but not exactly explained as what the community was looking for, so they are looking to do another study so it is more to the project wanting.

e. Market

Doug Paulus explained the USDA has pre-approved the City for a \$5.3 Million dollar loan if needed. That they were currently working on a video to take to the MEDC board when the group ask for \$4M towards the project, since the normal ask to MEDC is \$2M. He also mentioned that others have committed funds towards the project.

XII. Closed Session

18-073

Moved by Forbes seconded by Mosher to move into closed session

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

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Moved into Closed Session at 8:20 pm

18-074

**Moved by Moshier seconded by Forbes to move back into open session.
Ayes: 4, Nays: 0, Abstain: 0, Absent: 1, Vacant 0, Motion Carried**

Resumed meeting at 8:37 pm

XIII. Public Comment

None

XIV. Council Member Comments

Member Moshier mentioned the street light was out at Lake and Clyde Street. He also mentioned he stopped at the Fire Station to see the UTV and it was not there. City Manager explained that it is at CSI and will have by the next meeting for them to see.

Member Allen asked that the Employee Manual have the new City Logo put on it. He also mentioned that Borchers Canoe had another issue and that the City Police were not there, State Police were. But did find out that the city officers were on a different call. City Manager Baum thanked Council Members for their support and approval at tonight's meeting.

XV. Correspondence

- A. Crawford Co. Law Enforcement Memorial Ceremony
- B. Crawford Co. Sheriff's Office 2017 Report
- C. Thanks you from NMCAC

Adjournment

18-075

**Moved by Forbes seconded by Allen that the meeting is adjourned.
Ayes: 4, Nays: 0, Abstain: 0, Absent: 1, Vacant 0, Motion Carried**

Mayor Schreiner adjourned the meeting at 8:51 pm.

Lisa K Johnson,
City Clerk/Treasurer