City of Albion

City Council Meeting

December 19, 2016

1. Call To Order

Mayor Brown opened the regular session at 7:00 p.m.

1. Moment of Silence To Be Observed
2. Pledge of Allegiance
3. Roll Call

PRESENT: Maurice Barnes (1), Lenn Reid (2), Sonya Brown (3), Marcola Lawler (4), Jeanette Spicer (5) and Andrew French (6) and Mayor Brown.

Staff Present: Sheryl Mitchell, City Manager; Cullen Harkness, City Attorney; Jill Domingo, City Clerk; John Tracy, Director Building, Planning & Code Enforcement; Danielle Nelson, Special Projects Director; Scott Kipp, Chief Public Safety; Tom Mead, Finance Director; Jim Lenardson, Director Public Services, Stacey Levin, Assistant City Manager and Jason Kern, Detective Sergeant Public Safety.

V. Mayor & Council Member’s Comments

Comments were received from Council Members Barnes and French.

VI. Presentations

A. Update on Bohm Theatre

Nancy Doyle, Executive Director of the Bohm Theatre updated the Council on the second theatre renovation. The Bohm II is schedule to open in mid-January. It will be a 41 seat theatre with a 17’ X 10’ screen. The new facility will offer front row reclining seats and a concession stand. The second screen will allow for additional programming and a quicker turnaround of the movies being seen. In order to receive first run films, the theatre is required by the distributor to run for 3 straight weeks, 7 days a week.

Mary Slater, 517 E. Michigan Avenue stated the cost of the new facility is $450,000. The Friends of the Bohm raised $74,000 along with a grant that matched $50,000. They also received an additional two grants, one for $60,000 and for $75,000. Along with the above money raised, grants and a loan from the USDA, they had enough money to move ahead with the project.

Even though the Bohm is a non-profit entity, they need sponsors to cover expenses, free matinees and the classic movies. They will be offering a pre-opening tour of the facility with a date to be determined.

Comments were received from Council Members French and Lawler and Mayor Brown.

B. Introduction of Public Safety Officer Dan Riley

Chief Kipp introduced Officer Dan Riley. City Clerk Domingo gave Officer Riley his oath of office. Officer Riley’s son, Conner, pinned his badge on his dad.

C. Update on SAW Grant & MEDC/Special Legislative Grant

Alan, Fleis & Vandenbrink updated the Council on the Saw Grant and MEDC/Special Legislative Grant as follows:

**MEDC/Special Legislative Grant:**

* Primary Clarifier and Influent Pump Replacement Project (to be performed under Special Legislative Grant of $950,000).
* Background: City of Albion received a Special Legislative Grant of $950,000 to address a high-priority need at the Wastewater Treatment Plant (WWTP). Focus of grant is to be the Primary Clarifiers, which were cited by MDEQ due to poor condition. Through efficient planning, additional funds are available to cover replacement of some key equipment in the Headworks. Both the Primary Clarifiers and Headworks were two of three high-priority areas identified by F&V during Asset Management project at WWTP (performed under the SAW Grant).
* Grant funds will cover design and construction of the Primary Clarifier and Headworks project. Current preliminary estimate slightly exceeds grant funding. City will need to pay for contract amount above
* $950,000 (currently estimated to be about $85,000}.
* Scope of Fleis and Vandenbrink Professional Service Agreement (PSA): F&V will perform design of recommended improvements, bidding assistance and construction assistance for $176,000, which is completely covered by Legislative Grant.
* Schedule: F&V has already begun work on design. Design to be completed January 31, 2017. Construction should begin March-April 2017 and be complete by end of 2017.

**SAW Grant:**

* Performed asset inventory, equipment replacement costs, and condition assessment
* Developed preliminary 10-year Capital Improvement Plan {CIP} for WWTP
* Updated WWTP O&M Manual
* Providing operations guidance to Chief Operator
* Cleaned primary digester

Comments were received from Mayor Brown.

D. Presentation-Rural Health Network Proposal

Shane Williamson, Starr Commonwealth stated the purpose of the grant program is to (1) promote the planning and development of healthcare networks in order to achieve efficiencies, (2) expand access to, coordinate, and improve the quality of essential health care services; and (3) strengthen the rural health care system as a whole. The grant provides an opportunity to develop an integrated health care network with entities that have not had a history of collaborative efforts, enabling them to establish and improve the local capacity and coordination of care. The grant will provide up to 24 recipients with up to $100,000 in the planning year and $900,000 for the implementation phase.

VII. Citizen’s Comments (Persons addressing the City Council shall limit their comments to **agenda items only** and to no more than five (5) minutes. Proper decorum is required.)

No comments were received.

1. Consent Calendar (VV)
2. Approval Budget Session Minutes – November 30, 2016
3. Approval Regular Session Minutes-December 5, 2016
4. Approval Study Session Minutes-December 5, 2016

French moved, Brown supported, CARRIED, to approve the Consent Calendar as presented. (7-0 vv)

1. Items for Individual Discussion
2. Request Approval Resolution # 2016-68, Adopting the City of Albion Comprehensive Plan-Phase I (RCV)

Comments were received from Council Member Brown and City Manager Mitchell.

French moved, Reid supported, CARRIED, to Approve Resolution # 2016-68, Adopting the City of Albion Comprehensive Plan-Phase I as presented. (7-0 rcv)

B. Request Approval Resolution # 2016-72, Approve 2016 Budget Amendments (RCV)

Comments were received from City Manager Mitchell.

French moved, Brown supported, CARRIED, to Approve Resolution # 2016-72, Approve 2016 Budget Amendments as presented. (7-0 rcv)

B1. Request Approval Resolution # 2016-73, Approve Amendment to 2016 Budget to Meet Debt Service Requirement (#363-930-899) (RCV)

Comments were received from City Manager Mitchell.

French moved, Brown supported, CARRIED, to Approve Resolution # 2016-73, Approve Amendment to 2016 Budget to Meet Debt Service Requirement (#363-930-899) as presented. (7-0 rcv)

C. Request Approval Resolution # 2016-74, FY 2017 Budget Appropriations (RCV)

Comments were received from Council Member French, Mayor Brown and City Manager Mitchell.

French moved, Brown supported, CARRIED, to Approve Resolution # 2016-74, FY 2017 Budget Appropriations as presented. (7-0 rcv)

D. Request Approval Resolution # 2016-75, A Resolution Supporting the Peabody Project (RCV)

Comments were received from Council Members Lawler and Brown and Bruce Johnston, Revitalized, LLC.

Barnes moved, French supported, CARRIED, to Approve Resolution # 2016-75, A Resolution Supporting the Peabody Project as presented. (7-0 rcv)

E. Request Approval Resolution # 2016-76, Approval to Retain Additional Services of Fleis & Vandenbrink for Engineering Work (for the Special Legislative/MEDC Grant at the WWTP) (RCV)

Barnes moved, French supported, CARRIED, to Approve Resolution # 2016-76, Approval to Retain Additional Services of Fleis & Vandenbrink for Engineering Work (for the Special Legislative/MEDC Grant at the WWTP) as presented. (7-0 rcv)

F. Request Approval Resolution # 2016-77, A Resolution Supporting the Rural Health Network Grant Proposal and Memorandum of Agreement (RCV)

Comments were received from Council Members Barnes, French, Brown, Spicer and Lawler; Mayor Brown and Shane Williamson, Starr Commonwealth.

French moved, no support, **FAILED**, to add to the Memorandum of Understanding, staff and faculty to Albion College.

Barnes moved, French supported, **FAILED**, to Approve Resolution # 2016-77, A Resolution Supporting the Rural Health Network Grant Proposal and Memorandum of Agreement as presented. (2-5, rcv) (Reid, Brown, Lawler, Spicer and Mayor Brown dissenting.

G. Request Approval Amended Trust Agreement (RCV)

Comments were received from Council Members Spicer, Lawler, French, Barnes and Brown; City Attorney Harkness; City Manager Mitchell and Mayor Brown.

French moved, Barnes supported, **FAILED**, to Approve Amended Albion Trust Agreement as presented. (2-5, rcv) (Brown, Lawler, Spicer, Reid and Mayor Brown dissenting.)

Spicer moved, Brown supported, To Extend Albion Trust Agreement for 30 days.

Spicer amended above Motion to 60 days.

Spicer moved, Brown supported, CARRIED, To Extend the Albion Trust Agreement for 60 days. (6-1, rcv) (Barnes dissenting.)

Mayor Brown asked the City Manager and City Attorney to contact a Bond Lawyer for Additional Advice on the Trust.

French moved, Brown supported, CARRIED, To Reconsider the Amended Albion Trust for Approval Following the 60 Day Extension and to Charge the Cost of Bond Attorney Fee’s to the Council’s Budget. (4-3, rcv) (Brown, Barnes and Mayor Brown dissenting).

H. Discussion/Approval of Letter of Understanding Between the City of Albion, the Albion Department of Public Safety and Police Officers Association of Michigan (RCV)

Comments were received from Council Members Spicer and Lawler, Chief Kipp and Mayor Brown.

French moved, Barnes supported, CARRIED, to Approve Letter of Understanding Between the City of Albion, the Albion Department of Public Safety and Police Officers Association of Michigan as presented. (6-0, rcv) Council Member Brown was not present for the vote.

I. Request Approval Resolution # 2016-71, A Resolution to Approve Department of Public Safety Lease of Chevy Cruz (RCV)

Barnes moved, French supported, CARRIED, to Approve Resolution # 2016-71, A Resolution to Approve Department of Public Safety Lease of Chevy Cruz as presented. (7-0 rcv)

J. Request Approval Resolution # 2016-78, Fund Balance Policy (RCV)

Comments were received from City Manager Mitchell and Mayor Brown.

Barnes moved, Spicer supported, CARRIED, to Approve Resolution # 2016-78, Fund Balance Policy as presented. (7-0 rcv)

K. Consideration/Approval of 2017 Fee Schedule (RCV)

Comments were received from Council Members French and Lawler and City Manager Mitchell.

French moved, Brown supported, CARRIED, to Approve 2017 Fee Schedule as presented. (7-0 rcv)

L. Discussion-Austin Avenue and Former Albion Malleable Iron Site

Council Member Barnes supports the Comprehensive Plan and would like to see revitalization to the Austin Avenue Corridor and the Albion Malleable site. He would like to see the Council work with EDC Board members to help the City move forward.

Danielle Nelson, Special Projects Manager presented the following information to the Council:

**Austin Avenue Corridor:**

* Experienced lack of reinvestment
* One of the main entrances to the City
* Listed as one of the corridors that the EDC will focus attention on within its Strategic Plan
* Focus on density
* Listed as one of the corridors that the City will focus attention on within its Comprehensive Plan
* Challenges-1. Potential financial harm to residents and 2. Zoning and lot sizes
* The next steps will be to include Community Vision; Working with residents and business owners to determine what would be the most useful and most desired use for the properties along Austin Avenue and collaboration between the EDC, City of Albion, elected officials and other community leaders to develop strategic plan for this area.

Former Albion Malleable Site:

* The former Albion Malleable site is owned by the Calhoun County Land Bank Authority
* American Colloid-Unsure of arrangement with American Colloid on the property
* Next Steps are:

1. The Albion EDC, Calhoun County and the City of Battle Creek are working together to file a joint application to the EPA for environmental assessment funds

* The Malleable site is Albion’s portion of the application to the EPA

2. Determine ownership and update County records

3. Determine arrangement between owner and American Colloid operation on the property (i.e. what is the lease/rental agreement)

Comments were received from Council Member French and Spicer; Mayor Brown and Director Building, Planning & Code Enforcement Tracy.

M. City Manager Report

City Manager Mitchell updated the Council with the following items:

* Thanked Danielle Nelson and Rosalyn Jones for all of their help with the Comprehensive Plan
* Stated many businesses had been inquiring about Albion
* Expressed disappointment in the Council’s decision to not move forward with the Rural Health Network Grant Proposal and Memorandum of Understanding
* **327 Haven Road**-This property is scheduled for demolition by the Calhoun County Land Bank. An unusual situation exists, in that the approximately half of the dwelling sits on City of Albion property in Reiger Park. As well as, approximately ¾ of the detached garage. In order to demolish, the dwelling and garage need to be located completely on property owned by the County. The City and County will be entering into a Letter of Understanding split/combine the property and return to the City after the demolition.
* **Employee Holiday Party**-We had a record turn out and everyone enjoyed a beautiful spread prepared by Council Member Lenn Reid, with the assistance of Council Member Sonya Brown. Everyone expressed their appreciation to the Mayor, Council and Attorney Cullen Harkness for their generous donations that provided for the ham, and other wonderful refreshments.
* **City Hall Closed-Offices** will be closed in observance of the holidays:
* Christmas Eve & Day Friday, December 23 & Monday December 26
* New Year’s Eve & Day Friday, December 30 & Monday, January 2, 2017
* **Next Council Meeting-TUESDAY, JANUARY 3, 2017**

G. Future Agenda Items

* Council Member French would like an update on the Single Trash hauler process added to the next agenda.

1. Motion to Excuse Absent Council Member (s) (VV)

No action was necessary as all members were present.

1. Citizen’s Comments

Comments were received from Nidia Wolf, 409 Irwin Avenue.

1. Adjournment

Brown moved, French supported, CARRIED, to adjourn council session. (7-0 vv)

Mayor Brown adjourned the meeting at 9:10 p.m.

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Date Jill Domingo City Clerk