

City of Albion
Council Session Minutes
March 18, 2019

I. CALL TO ORDER

Mayor Atchison called the regular meeting to order at 7:00 p.m.

II. MOMENT OF SILENCE TO BE OBSERVED

III. PLEDGE OF ALLEGIANCE

IV. ROLL CALL

PRESENT: Vicky Clark (1), Lenn Reid (2); Marcola Lawler (4); Jeanette Spicer (5); Shane Williamson (6) and Mayor Atchison.

ABSENT: (3) Sonya Brown was absent.

STAFF PRESENT:

Scott Kipp, Acting City Manager/Chief Public Safety; Cullen Harkness, City Attorney; Chelsea Ditz, City Labor Attorney; Tom Mead, Finance Director; Haley Snyder, Deputy Clerk/Treasurer; Kent Phillips, Interim Public Services Director and John Tracy, Director Planning, Building & Code Enforcement.

V. APPROVAL OF THE AGENDA (Includes any proposed additions, deletions or other changes to the agenda)

Mayor Atchison asked to remove the following item:

- Item (D) from Items for Individual Discussion – Discussion/Approval 1st Reading Ordinance #2019-03, An Ordinance to Amend Ordinance 58-166, Possession and Use of Marijuana.

Comments were received from City Attorney Harkness.

Williamson moved, Reid supported, CARRIED, to Approve the Agenda as presented. (6-0, vv)

VI. PRESENTATIONS

A. Proclamation Recognizing Albion College 184th Birthday

Mayor Atchison read aloud the Proclamation Recognizing Albion College's 184th Birthday and presented to Dr. Connie Smith, Associate Dean of Students.

B. Albion Economic Development Corporation Update

Amy Deprez, Albion Economic Development Corporation President provided the following update on the AEDC's 2018 accomplishments and goals for 2019:

Economic Development Strategic Plan – pending April 2019, support of plan by City of Albion Council pending:

- Goal 1: Stabilize the downtown, enhance its historic character, and support its economic growth.
- Stabilize the City's major corridors and support their economic growth.
- Build the human capital of key economic development agencies with Albion.
- Retain and attract high-leverage jobs to Albion.
- Strengthen housing market and stock.
- Create a unified brand for Albion to drive tourism, business growth, and investment.
- Make strategic choices to turn Albion into a destination for current and future residents.

Community Critical Need Themes:

- Diversified Housing Stock
- Grocery Options
- Jobs
- Healthcare Options
- Brownfield Elimination
- Corridor Improvement – Austin & Eaton

2018 Economic Development in Review:

- American Colloid Retention - \$8.6 million investment & 11 jobs retained
- Acquisition of 1104 Industrial Avenue (Albion Business Incubator) – transition from Incubator Tenant to Graduated Enterprise
- City of Albion' Ordinance for Medical Marijuana successfully attracted three (3) companies – Greenwell BioMedicinals, LLC, Comco, LLC & Greenhouse Farms LLC
- Potential development opportunities – Project Tiger, Five (5) Solar Farm Prospects & Nine (9) Medical Marijuana Prospects

Community Development – New Downtown Businesses:

- Brick Street Marketing, Pure Albion, The Office, Peabody Building – residential lofts, Albion Malleable Brewing Company, Courtyard by Marriott, Teragraphics & Turtle Dove

Albion Food Hub:

- Anchor Food Hub Tenants: Foundry Bakehouse & Deli, Rosie's Flavors & Albion Malleable
- Pop-Up Retailers: Cooper's Dish, Rosie's Flavors & Wakey Bakey

2019 Looking Forward:

- Workforce – Workforce Action Team: filling needs of the community & prospects
- Business Development – Attraction of industry & jobs, Albion annual retention visits
- Community Development – Albion Redevelopment Corporation – Superior Street Lofts; Albion Brownfield Redevelopment Authority – policies, targeted redevelopment area plan; Housing developments, neighborhood enterprise zones, diversify housing stock; corridor improvement support
- Funding – Albion's Revolving Loan Fund – build awareness & increase use; Identify funding sources to build capacity and grow economic efforts.
- Albion Food Hub & Farmers Market – Rebranding and strategic initiatives; redesign of Hub; Helping Hand Hub Box – fresh food initiative; Diversify use of the Hub.

C. Greater Albion Chamber of Commerce & Visitors Bureau Update

Eric Worley, Albion Chamber of Commerce President gave the following presentation on driving tourism to the Albion Area through outdoor recreation:

- Albion's Assets: Kalamazoo River, Five (5) trails, Equestrian Center, Seventeen (17) parks.
- 63% of Michigan residents participate in outdoor recreation; promotes a healthy lifestyle; contributes to a higher quality of life & biggest draw for millennial generation.
- Economic impact for Michigan - \$26.6 Billion in consumer spending annually, 232,000 direct jobs, \$7.5 Billion in wages & salaries, \$2.1 Billion in State & local tax revenue.
- Albion has left money on the table for far too long. If Albion only saw 5% of what is spent annually on the Huron River, it would be an extra \$1,125,000 per year.

D. 2019 Economic Community Development Update from Mayor Atchison

Mayor Atchison gave the following presentation on the 2019 community economic development forecast:

- Community Economic Development – A partnership between an engaged community working with city government, local area stakeholders and private sector interests to build a more vibrant community.
- Building a vibrant community requires working/focusing on parts of the puzzle, while keeping the whole puzzle in mind.
- Albion is putting pieces together – Downtown renovation, expanding healthcare services, infrastructure, and housing
- Restoring Public Trust – Communication, Accountability, Integrity & Transparency

Removing obstacles to Development in Albion:

- Redevelopment Ready City (RRC) Certification
- County-wide capacity gap for permit inspections
- County Land Bank innovations and prioritization improvements
- Zoning Ordinance update

Emphasizing gateway economic development:

- Corridor Improvement Authority (CIA)
- Neighborhood Improvement Authority (NIA)

Expanding Albion's Appeal:

- Enhancing Holland Park – pavilion
- Calhoun County Transportation Planning
- Albion River Trail Expansion
- Encouraging new dining and entertainment options

2019 Task Forces:

- Child Care Expansion Task Force
- Youth Employment Task Force
- Youth Leadership Council

VII. PUBLIC HEARINGS-None

VIII. PUBLIC Comments (Persons addressing the City Council shall limit their comments to agenda items and to no more than three (3) minutes. Proper decorum is required.)

Comments were received from Stacy Stewart, 205 W. Oak Street.

IX. CLOSED SESSION-The City Manager requests an Executive Session under the Open Meetings Act (Section 15.268 (a), P.A. 267 of 1976, as amended) to consider the dismissal, suspension or disciplining of, or to hear complaints or charges brought against, or to consider a periodic personnel evaluation of a

public officer, employee, staff member of individual agent, if the named person requests a closed hearing

Williamson moved, Reid supported, CARRIED to adjourn to Closed Session. (6-0, rcv)

Mayor Atchison adjourned to closed session at 7:41 p.m.

Mayor Atchison re-convened the regular session at 8:26 p.m.

ROLL CALL

PRESENT: Vicky Clark (1); Lenn Reid (2); Marcola Lawler (4); Jeanette Spicer (5); Shane Williamson (6) and Mayor Atchison.

ABSENT: (3) Sonya Brown was absent.

- X. CONSENT CALENDAR (VV) Items on the Consent Calendar are voted on as one unit)
- A. Approval Special Session Minutes, March 1, 2019
 - B. Approval Regular Session Minutes, March 4, 2019
 - C. Assembly Permit for Grace Temple Church held at Victory Park on May 18th & 19th, 2019

Clark moved, Reid supported, CARRIED, to Approve the Consent Calendar as presented. (6-0, vv)

XI. ITEMS FOR INDIVIDUAL DISCUSSION

A. Discussion/Action City Manager Contract

Council Member Williamson made a motion to Terminate City Manager Contract with Cause. Mayor Atchison supported.

Comments were received from Council Member Spicer, Williamson, Mayor Atchison; City Labor Attorney Ditz.

Williamson moved, Atchison supported, FAILED to Terminate City Manager Contract with Cause. (2-4, rcv) (Clark, Reid, Lawler and Spicer dissenting)

Council Member Spicer made a motion to follow the City Labor Attorney's advice and accept the agreement. Council Member Reid supported.

Comments were received from Council Member Reid, Spicer, Williamson; City Attorney Harkness.

Spicer moved, Reid supported, CARRIED to follow the City Labor Attorney's advice and accept agreement. (4-2, rcv) (Williamson and Mayor Atchison dissenting)

B. Discussion/Action Interim City Manager

Council Member Williamson made a motion to appoint Chief Scott Kipp as the Interim City Manager. Council Member Reid supported.

Comments were received from Council Member Lawler, Spicer, Williamson; Mayor Atchison; City Labor Attorney Ditz.

Council Member Williamson Called to Question to move forward to appoint Chief Scott Kipp as Interim City Manager. Council Member Reid supported.

Williamson moved, Reid supported, CARRIED, to appoint Chief Scott Kipp as Interim City Manager. (4-2, rcv) (Spicer and Lawler dissenting)

C. Discussion/Action GovHR

City Attorney Harkness will submit a formal request in writing to GovHR for all documentation received pertaining to Ms. Rufus' background check. Once received, he will provide a written memo to Council at the next regular scheduled meeting.

Comments were received from Council Member Spicer, Williamson; Mayor Atchison; City Attorney Harkness.

D. Discussion/Approval 1st Reading Ordinance # 2019-03, An Ordinance to Amend Ordinance 58-166, Possession and Use of Marijuana

This item was removed from the agenda.

E. Discussion/Economic Initiatives

Council Member Clark Precinct 1:

- Welcomed Precinct 1 residents to reach out with any questions/concerns.
- Working with Council Member Reid and Mayor Atchison on a sub-committee to increase businesses along the Austin Avenue and Eaton Street corridors.

Council Member Reid Precinct 2:

- Received two (2) \$5,000 donations for Holland Park.
- Waiting to see if we've received a \$50,000 grant to put towards a new Holland Park pavilion.
- Working with Director Tracy on cleanup in Precinct 2.
- Many Precinct 2 residents have reached out inquiring about leaf pickup.

Council Member Lawler Precinct 4:

- Happy with the new Oaklawn Clinic that has recently opened in Precinct 4.
- Interested in looking into options for more Senior Housing throughout Precinct 4 – Union Steele property a possibility.

Council Member Spicer Precinct 5:

- Planning to hold a spring meeting with Precinct 5 residents sometime in May.

Council Member Williamson Precinct 6:

- Precinct 6 continues to support and bolster the development efforts of the AEDC.
- Interested in senior housing – no room in Precinct 6 for such development; however, looking forward to continuing the discussion of such development in other precincts.

Comments were received from Council Member Clark, Reid, Lawler, Spicer, Williamson and Mayor Atchison.

F. Request Approval of Designating Kent Phillips as Street Administrator

Acting City Manager/Public Safety Chief Kipp stated MDOT requires a Street Administrator for Act 51. Kipp recommends designating Interim Public Works Director, Kent Phillips as Street Administrator.

Comments were received from Council Member Lawler; Acting City Manager/Chief of Public Safety Kipp; City Labor Attorney Ditz.

Williamson moved, Reid supported, CARRIED, to Approve Designating Kent Phillips as Street Administrator. (5-1, vv) (Lawler dissenting)

G. Request Approval Resolution # 2019-09, To Approve Restrictive Covenant for 507 N. Albion St.

City Attorney Harkness stated there are underground storage tanks at this location. Due to contamination, a restrictive covenant preserves and limits the City or anyone else from using the land until the area reaches safe levels of contamination.

Comments were received from Mayor Atchison and City Attorney Harkness.

Williamson moved, Reid supported, CARRIED, to Approve Resolution # 2019-09, To Approve Restrictive Covenant for 507 N. Albion St. as presented. (6-0, rcv)

H. Request Approval Resolution # 2019-10, To Approve Restrictive Covenant for 1203 E. North St.

Comments were received from City Attorney Harkness.

Williamson moved, Reid supported, CARRIED, to Approve Resolution # 2019-10, To Approve Restrictive Covenant for 1203 E. North St. as presented. (6-0, rcv)

I. Discussion Sewer Rate Increases

Interim Public Works Director, Kent Phillips provided the Council with two (2) water bills which included the proposed five (5) year 7.9% rate increase. Phillips stated he is hoping to receive a consensus from Council to move forward with increasing the current sewage rates. Resolutions with the proposed increase will be provided at the next regular scheduled Council meeting for approval.

Comments were received from Council Member Williamson; Mayor Atchison; Acting City Manager/Public Safety Chief Kipp.

J. Discussion/Rental Certification

Mayor Atchison stated the Council Sub-Committee (Reid, Lawler & Spicer) are working towards residential rental property certification. The goals of the residential rental property regulating program should include:

- Protecting persons entering or residing in residential rental property within the City of Albion by identifying and requiring the correction of substandard conditions which pose an unacceptable risk to the health and welfare of occupants.
- Preserving and increasing the housing stock of decent, safe, sanitary and affordable residential units within the City of Albion.
- Eliminate unscrupulous landlords who exploit rental property without concern for tenants, neighborhoods or the community's long term interests. Unscrupulous landlords overcharge for property that is left in poor repair and allowed to deteriorate.

Director Tracy, Planning, Building & Code Enforcement provided the Council with the following update on the last Rental Certification Sub-Committee meeting:

- The sub-committee recently met last Thursday (3/14) and created goals and objectives for the rental certification process.
- Looking to do more research on costs of inspections and outsourcing possibilities.
- Within the next two (2) weeks, seeking various inspection firms.
- Reach out to our Project Rising Tide (PRT) Fellow, Linda LaNoue to explore resources to assist with rentals.
- Next step, hold a meeting with full Landlord Association to discuss goals and objectives created by sub-committee.

Comments were received from Council Member Clark, Reid, Lawler, Spicer, Williamson; Mayor Atchison; John Tracy, Director of Planning, Building & Code Enforcement.

XII. FUTURE AGENDA ITEMS

- City Attorney Harkness asked that all items tabled at tonight's meeting be added to the next agenda.
- Council Member Williamson asked for a discussion on search for a new City Manager.
- Acting City Manager/Public Safety Chief Kipp asked for Resolutions for sewage rates increase.

XIII. PUBLIC COMMENTS (Persons addressing the City Council shall limit their comments to no more than three (3) minutes. Proper decorum is required.)

Comments were received from Jim Stewart, 205 W. Oak St., Terry Atkins, 10807 27 Mile Rd., Al Smith, 1209 Adams St., Todd Clark, 2744 E-M60, Emily Smith, City Hall AmeriCorps VISTA, Eric Worley, Albion Chamber of Commerce, Garrett Brown, 1016 S, Superior St., Bob Dunklin, 707 Huntington Blvd.

XIV. CITY MANAGER REPORT

Acting City Manager Kipp provided the following City Manager Report:

- March 14th, a presentation was given on the Irwin Avenue reconstruction project at the American Legion Hall. The meeting was well attended. Those in attendance were provided with a good overview of the project by myself and the Public Services staff. The meeting was recorded and is available on the City's YouTube channel and Facebook pages. There will be another meeting at the Marshall Opportunity High School on Tuesday,

March 26th, at 6:00 p.m. for both the North Street and Irwin Avenue projects.

- On March 11th, Haley Snyder was made the Acting Assistant City Manager. Haley has been involved with many aspects of the City Manager role and has been an invaluable asset over the last few weeks. As all Acting positions, she will continue to do the work of her regular position while helping in this role.

***A written City Manager report was also provided to the Mayor and Council.*

XV. MAYOR AND COUNCIL MEMBER'S COMMENTS

Comments were received from Council Member Clark, Williamson and Mayor Atchison.

XVI. EXCUSE ABSENT COUNCIL MEMBER (S)

Council did not take action on this agenda item.

XVII. ROLL CALL

PRESENT: Vicky Clark (1), Lenn Reid (2), Marcola Lawler (4), Jeanette Spicer (5), Shane Williamson (6) and Mayor Atchison.

ABSENT: Council Member Sonya Brown (3)

XVIII. ADJOURNMENT

Lawler moved, Williamson supported, CARRIED, to adjourn the regular session. (6-0, vv)

Mayor Atchison adjourned the Regular Session at 10:04 p.m.

Date

Haley Snyder
Deputy Clerk/Treasurer