

City of Albion  
Special Council Session Minutes  
April 23, 2018

I. CALL TO ORDER

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

II. MOMENT OF SILENCE TO BE OBSERVED

III. PLEDGE OF ALLEGIANCE

IV. ROLL CALL

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

ABSENT: All members were present.

STAFF PRESENT:

Scott Kipp, Interim City Manager; Stacey Levin, Assistant City Manager; Cullen Harkness, City Attorney; Jill Domingo, City Clerk; Tom Mead, Finance Director and John Tracy, Director Planning, Building & Code Enforcement.

V. MAYOR AND COUNCIL MEMBER'S COMMENTS

Comments were received from Council Member French and Lauren Freeman, AmeriCorps Vista member.

VI. CITY MANAGER REPORT

Interim City Manager Kipp stated the City has received two grants: one for the Albion Marshall Connector from the Albion Community Foundation and the other a grant for healthcare for LucyJo. He thanked PSO Officer Karilynn Noppe and Assistant City Manager Levin for writing the grants.

MDOT will soon be re-asphalting and making repairs on Eaton Street and on Irwin Avenue between Eaton and Superior Street.

VII. PRESENTATIONS-None

VIII. PUBLIC HEARINGS-None

- IX. 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.)

No public comments were received.

- X. CONSENT CALENDAR (vv) (Items on Consent Calendar are vote4d on as one unit)

- A. Approval Regular Session Minutes, March 19, 2018
- B. Approval Regular Session Minutes, April 2, 2018
- C. Approve Study Session Minutes, April 9, 2018
- D. Approval Assembly Permit for The Big Read Program at Holland Park on September 29, 2018 from 8 a.m. to 5 p.m.
- E. Approve Lions Club Sale of White Canes from April 27, 2018 to May 5, 2018
- F. Approve National Day of Prayer on Thursday, May 3, 2018 at Noon on the Steps of City Hall
- G. Approve Use of Stoffer Plaza for Red, White & Blue Cruise-In to be held on Friday, June 29, 2018 from 4-9 p.m.

French moved, Brown supported, CARRIED, To Approve Consent Calendar as presented. (7-0, vv)

- XI. ITEMS FOR INDIVIDUAL DISCUSSION

- A. Request Approval Resolution # 2018-12, A Resolution for the Michigan Community Development Block (CDBG) Funding for the Peabody Project (RCV)

Comments were received from Interim City Manager Kipp.

French moved, Reid supported, CARRIED, to Approve Resolution # 2018-12, A Resolution for the Michigan Community Development Block (CDBG) Funding for the Peabody Project as presented. (7-0, rcv)

- B. Discussion- 2018 Recreation Millage

Tom Mead, Finance Director stated the Recreation millage will expire at the end of this year. We currently are operating with 1.5 mills. It has been discussed to ask for an additional .5 mills to cover the cost of using the Marshall Opportunity High School. The cost for the use of the building is approximately \$25,000 which the .5 mil would more than cover. Currently \$8700.00 of the millage funds is given to the Forks Senior Center. The initial outlook is for the taxable value to increase this year. It has not increased since 2008. Staff would like direction from the Council on if they would like to renew the current 1.5 mills for three years or increase to 2 mills for three years.

Mayor Brown asked for a report/presentation from Recreation Director Williams on the number of usage for programming so funds can be prioritized. Council Member French supports increasing the recreation millage to 2 mills.

Additional comments were received from Interim City Manager Kipp.

The consensus of the Council is to increase the recreation millage to 2 mills.

#### C. Discussion-Update on Union Steel Building

Council Member Lawler stated she has spoken with Krista Trout-Edwards, Calhoun County Landbank Director and they are working on the paperwork for the EPA for the Union Steel Building. Precincts two (2) and four (4) will be working together to see what they would like to use the property for once the building has been removed. The estimated cost for the EPA is \$5800.00 and no time frame has been indicated.

Comments were received from Council Members Brown and Reid.

#### D. Discussion/Update on Asbestos Inspection of 608 Austin Avenue

Director of Planning, Building & Code Enforcement Tracy stated about sixty (60) asbestos samples were taken last week and the reports should be available either Tuesday or Wednesday of this week. He will email the report to Council once it has been received.

Comments were received from Council Member French.

#### E. Discussion/Approval to Set Date for Council Rules & Procedures Study Session with Attorney Scott Smith

Mayor Brown stated the Council will identify areas of discussion for the Council Rules & Procedures with Attorney Scott Smith. The suggested dates are Tuesday, May 1<sup>st</sup>, 2018 or Thursday, May 3<sup>rd</sup>, 2018 at 6:30 p.m. Interim City Manager Kipp will contact Mr. Smith for his availability.

Comments were received from Council Member French.

#### F. Request Approval for Purchase of 114 W. Ash St. from Calhoun County Land Bank for \$1.00 and \$370.00 for Title Insurance (RCV)

Comments were received from Interim City Manager Kipp.

French moved, Brown supported, CARRIED, to Approve Purchase of 114 W. Ash St. from Calhoun County Land Bank for \$1.00 and \$370.00 for Title Insurance as presented. (7-0, rcv)

G. Request Approval 1<sup>st</sup> Reading Ordinance # 2018-05, An Ordinance to Amend Article V of Chapter 22, Section 22-205, of the Albion Code of Ordinances, Medical Marihuana Facilities License Applications Evaluation (RCV)

City Attorney Harkness asked for clarification on whether the Council wanted the distance from real property, schools, day cares and parks should be measured from the facility as it is currently written or from the property line. (Ordinance # 2018-05, Section 22-212) and also suggested adding must have no less than \$250,000.00 in immediate liquid, available funds **per license** to Section 22-204 (22). The ordinance will take effect on June 7, 2018.

Comments were received from Council Members French and Brown, Mayor Brown and Director of Planning, Building & Code Enforcement Tracy.

The consensus of the Council is to keep the distance from the real property, schools, day cares and parks should be measured from the facility as it is currently written and to add per license to Section 22-204.

Brown moved, Barnes supported, CARRIED, to Approve 1<sup>st</sup> Reading Ordinance # 2018-05, An Ordinance to Amend Article V of Chapter 22, Section 22-205, of the Albion Code of Ordinances, Medical Marihuana Facilities License Applications Evaluation with the addition of must have no less than \$250,000.00 in immediate liquid, available funds **per license** to Section 22-204 (22). (7-0, rcv)

H. Discussion-Council Goals

Mayor Brown asked to have an additional study session for Council goals. He would like to add specific needs and prioritize the seven (7) goals set by Council.

Consensus from the Council is to hold the Council Goal Setting Session on Thursday, April 26, 2018 at 7:00 p.m. in the Council Chambers.

Comments were received from Council Members French, Brown and Reid.

I. Update on Rising Tide Project

Mayor Brown stated the State has requested the City to identify the top three (3) goals for the Rising Tide Project. He suggested re-convening the panel from the original Rising Tide Project meeting to identify the top three (3) goals and make those recommendations to the Council.

There was discussion on whether all of those invited to the initial Rising Tide meeting should be included or just the inner circle that spoke with the Governor.

Interim City Manager Kipp and Mayor Brown will contact the State to see when the goals need to be submitted.

The consensus of the Council is to have the inner circle panel make the recommendation to Council for the top three (3) goals and contact the others that were invited to the meeting to ask for their ideas as well.

Comments were received from Council Members French, Lawler, Reid, Brown and Spicer.

J. Request Approval for Sale of Property for 702, 704, 706 & 708 W. Erie St. (RCV)

City Attorney Harkness stated the individual who wishes to purchase this property must make an offer to the City with the purchase price for the property. They may either give a purchase price of all the lots as one or a price per lot. The potential purchaser would need to send a letter to either the Interim City Manager or City Clerk stating they are interested in purchasing the property and the purchase amount.

Council Member Barnes stated the sale of this property has come before the Council previously and at that time, the Council wanted the property to remain as part of the Urban development.

Mayor Brown asked if we previously had a public hearing for sale of city owned property.

Council Member French stated we have sold city property since the Charter amendment has been passed and the City did hold a public hearing.

Interim City Manager Kipp asked if the City was able to set a price for the property and stipulate that only two parcels could be combined instead of one large lot.

City Attorney Harkness stated there are regulations pertaining to combining parcels.

Additional comments were received from Council Member Brown, Reid and Lawler.

French moved, Brown supported, CARRIED, to **TABLE** Sale of Property for 702, 704, 706 & 708 W. Erie St. until an offer has been received. (7-0, vv)

K. Update City Hall Staff

Interim City Manager Kipp stated Assistant City Manager Stacey Levin's last day will be Friday, April 27, 2018. He plans to hire a temporary employee to

help with secretarial duties and does not have any intention of replacing the Assistant City Manager position as he feels this is something the permanent Manager will do.

L. Request Approval Boards & Commissions Appointments & Reappointments (RCV)

- Gregg Strand, Planning Commission, Reappointment, Term to Expire 12-31-2018
- Joe Domingo, ABA, Initial Appointment, Term to Expire 12-31-2020

Comments were received from Council Member French.

French moved, Reid supported, CARRIED, to Approve Gregg Strand, Planning Commission, Reappointment, Term to Expire 12-31-2018 as presented. (7-0, rcv)

Brown moved, Reid supported, CARRIED, to Approve Joe Domingo, ABA, Initial Appointment, Term to Expire 12-31-2020 as presented. (7-0, rcv)

XII. Future Agenda Items

- Council Member Barnes asked for an update on the asbestos inspection on 608 Austin Avenue be added to the next agenda.
- Mayor Brown asked for sale of property be added to the next agenda.
- Council Member French asked for approval of modifications to Council Rules & Procedures be added to the next agenda.

XIII. Motion to Excuse Absent Council Member (s)

No action was necessary as all members were present.

XIV. 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 Stacey Levin, Assistant City Manager; Lonnie Brewer, 1200 Hillside Rd; Calhoun County Commissioner Gary Tompkins and Interim City Manager Kipp.

XV. ADJOURNMENT

Brown moved, Lawler supported, CARRIED, to ADJOURN Special Council Session. (7-0, vv).

Mayor Brown adjourned the Special Session at 8:35 p.m.

Date

Jill Domingo  
City Clerk