

Albion Building Authority  
December 14, 2017

I. Call To Order

The December 14, 2017 ABA Special Meeting was called to order at 8:10 a.m. by Vice Chairman M Tymkew.

II. Roll Call

PRESENT: M Tymkew, Vice Chair; E Seedorf, C Farmer, K Markovich

ABSENT: All Board Members were present.

STAFF: S Mitchell, City Manager and J Domingo, City Clerk.

III. Approval of Minutes:

❖ November 9, 2017

K Markovich moved, supported by C Farmer, CARRIED, to Approve November 9, 2017 minutes as presented. (4-0, vv)

IV. Old Business

Board Member K Markovich stated he was approached about the parking lot across from Dollar General. Blue Ox Credit Union may be interested in purchasing to expand parking for their employees. They may be approaching the ABA to purchase.

V. New Business

A. Approval of Realtor Bid

City Manager Mitchell stated we only received one bid from Realtor Ashley Reniger, David Brigham Real Estate. To offer full closure, Mrs. Reniger is the wife of an Albion Police Officer.

The RFP asks for a 6 month contract with the option to renew and also requires a minimum number of points to be awarded the contract.

The commission for sale of the property is 8%.

Board Member Questions and Comments are as follows:

- Would like to dispose of the property and not be in the landlord business
- No staff time to market the property
- Building is in need of a number of repairs

Comments were received from Board Members M Tymkew and K Markovich.

K Markovich moved, supported by E Seedorf, To Award the Bid to Ashely Reniger, David Brigham Real Estate and Authorize Board Chair to Sign Contract. (4-0, rcv)

*Vice Chair M Tymkew asked to move Agenda Item E to Agenda Item B. The consensus of the Board is to allow change of agenda items.*

B. Approval of Resolution # 2017-02, An Albion Building Authority Resolution for Approval of Sister City Special Liquor License Application and Use of Facility

Mary Slater, Co-Chair Sister City Committee stated the date of the event should be changed to Friday, February 2<sup>nd</sup>, 2018. This request is for use of the Food Hub to serve and prepare a dinner by a French Chef. This will be a ticketed only event; adults only; alcohol not to be removed from the premises; ticket price will include alcohol and will host approximately 30 people. The Sister City has applied for the liquor liability insurance and bond.

City Manager Mitchell stated a resolution will be on the Council agenda for approval at the December 18<sup>th</sup>, 2017 Council meeting.

K Markovich moved, supported by E Seedorf, to Approve Resolution # 2017-02, An Albion Building Authority Resolution for Approval of Sister City Special Liquor License Application and Use of Facility. (4-0, vv)

C. Approval for Calhoun County Recycling Center to Erect a Carport Shelter

City Manager Mitchell stated the Calhoun County Recycling Center would like to erect a Carport Shelter to replace the tents currently in place. The Calhoun County Recycling Center will be paying the entire cost of the carport.

*Board Member K Markovich asked to table this item pending further investigation into a potential ordinance violation.*

Comments/Questions from the Board were as follows:

- Is this structure allowed by Ordinance to be in place if a dwelling is not located on the property? *The structure will not be a permanent structure and will be held in place with use of sandbags not anchored in the ground. The request has been reviewed by John Tracy, Director Planning, Building & Code Enforcement and no issues were raised in reference to an ordinance violation.*
- *This structure will not be used to park vehicles.*

Comments were received from Board Members K Markovich and M Tymkew.

*Board Member K Markovich withdrew his motion to table this agenda item.*

K Markovich moved, supported by C Farmer, to Approve Calhoun County Recycling Center to Erect a Carport Shelter pending final approval and for the structure to be temporary not permanent. (4-0, vv)

#### D. Discussion-Sale of Potential ABA Properties

Board Member Markovich asked about a property that was purchased down by Barnes Park that he did not see on the list. He will get an address for City Manager to investigate.

The EDC building located at 309 N. Superior Street has been approved to sell.

Would the strip of land on Austin Avenue be of interest to the Albion Economic Development to purchase?

The Board does not see anything else to sell at this time.

Vice Chair M Tymkew asked to have an update on the Food Hub added to the next ABA agenda.

#### E. Accept Official Notice of AEDC Lease Termination as of 2-28-2018

The ABA acknowledges the official notice of the AEDC & Albion Community Foundation lease terminations as of 2-28-2018.

No additional Board action is necessary.

#### VI. Miscellaneous

Board Member K Markovich stated he was not pleased with the manner of the AEDC and Albion Community Foundation leaving the 309 N. Superior Street building. He also asked if the loss of rent was reflected in the 2018 budget.

City Manager Mitchell stated the loss of rent was reflected in the 2018 budget and the sale of the 309 N. Superior Street building is an opportunity to generate tax revenue if a for profit business purchases the property.

- VII. Public Comment (Persons addressing the ABA shall limit their comments to no more than 5 minutes-Proper decorum is required)

No public comments were received.

Board Member K Markovich asked for an update on the notice of deficiencies for Maple Grove for the next ABA meeting.

City Manager Mitchell stated the rent for Maple Grove residents will be going up from \$1.00 to \$5.00 per month.

- VIII. Excuse Absent Board Member(s)

No action was necessary as all Board Members were present.

- IX. Adjournment

C Farmer moved, E Seedorf supported, CARRIED, to adjourn the meeting.

Meeting adjourned at 8:35 a.m.

Recorded By: J Domingo, City Clerk