

City of Albion
Council Session Minutes
January 22, 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: Lenn Reid (2), Sonya Brown (3), Marcola Lawler (4) and Andrew French (6) and Mayor Brown.

ABSENT: Council Members Maurice Barnes (1) and Jeanette Spicer (5).

STAFF PRESENT:

Stacey Levin, Assistant City Manager; Cullen Harkness, City Attorney; Jill Domingo, City Clerk; Scott Kipp, Chief Public Safety; Jim Lenardson, Director of Public Services and John Tracy, Director Planning, Building & Code Enforcement.

V. MAYOR AND COUNCIL MEMBER'S COMMENTS

Comments were received from Council Members Brown and French, Mayor Brown and Jim Lenardson, Director Public Services.

VI. CITY MANAGER REPORT

Assistant City Manager Levin updated the Council on the following items:

- As a response to the Hepatitis A outbreak that has spread to Calhoun County, the City has made provisions to offer City Employees Hepatitis A vaccines as well as flu shots.
- Mayor and Council, MSU Extension has invited you along with other community leaders to attend a civic democracy kick off meeting on Friday, January 26th at 1pm at Tennant Hall.
- This past Saturday, I had the pleasure of attending the Financial Empowerment Fair and I want to congratulate the organizers on a very successful event. The event, hosted by Homestead Savings Bank, with support from Starr Commonwealth and various sponsors, and organized by Linda LaNoue with help from the AmeriCorps VISTA team, offered workshops to help residents with

information on homeownership; mortgage lending; credit repair, credit counseling; budgeting; investment; and retirement planning.

- In two weeks, on Saturday, February 3rd, the City of Albion's Department of Public Safety and Recreation Department, in partnership with the Greater Albion Chamber of Commerce, is hosting the 28th Annual Cardboard Classic Sled Race. There is a sled design competition as well as downhill races. Registration begins at 10am at the Victory Park Sledding Hill.
- A week before the February 3rd Sled Race, there is a sled building and pre-registration event this Saturday, January 27, 2018 at the Albion Community Center located at Marshall Opportunity High School Cafeteria. Participants can come down any time between 9am and 12pm to pick up free sled building supplies, build a sled, and/or pre-register.
- For more information on the Cardboard Classic Sled Race and Sled Building/Pre-Registration Event; folks can visit the city's webpage or the Albion Cardboard Classic Facebook page.

VII PRESENTATIONS-None

VIII. PUBLIC HEARINGS-None

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

Comments were received from Frank Passic, 900 S. Eaton St.

X. CONSENT CALENDAR (VV)
(Items on the Consent Calendar are voted on as one unit)

A. Approval Study Session Minutes-January 11, 2018

French moved, Lawler supported, CARRIED, To Approve Consent Calendar as presented. (5-0, vv)

XI. ITEMS FOR INDIVIDUAL DISCUSSION

A. Request Approval Resolution # 2018-03, To Approve Intergovernmental Agreement with City of Marshall for Continued Operation of the Albion-Marshall Connector from 2018-2020 (RCV)

Comments were received from Council Members Brown and French; Mayor Brown; Assistant City Manager Levin and City Attorney Harkness.

Council Member Brown asked for Point of Order.

Council Member Brown made a motion to postpone Approval Resolution # 2018-03, To Approve Intergovernmental Agreement with City of Marshall for

Continued Operation of the Albion-Marshall Connector from 2018-2020 until the next meeting.

*Brown moved, NO SECOND, **FAILED** to Postpone Approval Resolution # 2018-03, To Approve Intergovernmental Agreement with City of Marshall for Continued Operation of the Albion-Marshall Connector from 2018-2020 moved, supported, CARRIED, to Approve Resolution # 2018-03, To Approve Intergovernmental Agreement with City of Marshall for Continued Operation of the Albion-Marshall Connector from 2018-2020 as presented.*

French moved, Lawler supported, **FAILED** to Approve Resolution # 2018-03, To Approve Intergovernmental Agreement with City of Marshall for Continued Operation of the Albion-Marshall Connector from 2018-2020. (3-2, rcv) **

****COUNCIL MEMBERS RULES OF PROCEDURE STATES: A resolution is an official City Council action in the form of a motion adopted by an affirmative vote of at least four (4) members, unless otherwise provided by law. A resolution becomes effective on the same day on which it is adopted unless a subsequent date is contained within the resolution.**

B. Discussion-Solid Waste

Jim Lenardson update the Mayor and Council on Solid Waste as follows:

- The only line item the single hauler affected in the solid waste fund is the leaf pick up portion of it, which is a small part of the budget. The Solid Waste Fund pays for many costs including:
- \$7000 is to the county for recycling center
- Annual summer clean-up runs on average between \$10,000 -\$10,500
- Tree Trimming
- Dumpster service for downtown clean up and festivals
- Tree and Limbs pick up during storms
- Local match to County Grants for Demolitions
- Tree Dump
- Emergency removal of fire structures/uninsured structures
- Trash removal from Municipal buildings in 2016, which was unusually costly for leaf pick-up, only 32% of the solid waste fund was allotted for leaf pick up. The other 68% went to other needs (listed above).
- In 2017, before the single hauler initiative, we budgeted roughly 28% to go to the solid waste budget.
- In 2018, accounting for the single hauler, only approximately 9.5% was budgeted for leaf pick up.

Comments were received from Mayor Brown.

C. Discussion-2018 Local Street Repairs

Director of Public Services Lenardson gave the following update on 2018 Local Street Repairs:

- The following information has been collected from files within the archives of the Department of Public Services by Jim Lenardson, Public Services Director.
- The summary consists of 2003-2017 project years and is separated by Precinct and the total dollar amount of expenditure.
- Precinct # 1. - \$ 1, 055, 300.00 2003, 2005, 2007, 2010, 2011.
- Precinct # 2. - \$ 1, 516, 183.00 2003, 2005, 2008, 2013, 2015.
- Precinct # 3. - \$ 922, 350.00 2005, 2010, 2013, 2015.
- Precinct # 4. - \$ 850, 333.00 2003, 2007, 2011, 2014.
- Precinct # 5. - \$ 1, 210, 783.00 2008, 2010, 2011, 2016, 2017
- Precinct # 6. - \$ 737, 443.00 2003, 2006, 2014.
- There were no street projects completed in years 2004, 2009, 2012. My suspicion is that funding was not available during this timeframe or that reserves were being saved for future projects.
- **In total from 2003-2017 there has been \$ 7, 173, 803.00 spent on road repair and replacement.**
- **The 2003-2017 average is \$ 597, 817.00 which includes all years with expenditures.**
- Given the recent increase in Act 51 monies that are allocated to municipalities, it is hoped that we will see increased revenue for street
- Repairs and replacements as well as budgeting for continued maintenance of existing streets.
- A portion Irwin Avenue from Finley to Woodlawn is scheduled to be done in 2019 and will include water main and new sewer. The preliminary cost will be \$1.6 million dollars. We have received a small urban grant in the amount of \$375,000. This will still leave \$1.25 million as amount the City will need to pay.
- The small urban grant in the amount of \$375,000 is tied to the Irwin Avenue repair.
- A small local street project may be able to be done this year. In following the above schedule, the local street would be in Precinct 6.
- A street study was done in 2008/2009 for repair costs to several local streets.
- Would like to add a layer on the GIS system for streets.
- Researching a street assessment.

Questions/Comments from Council were as follows:

- What would the cost be for Irwin Avenue be if we didn't do the infrastructure? How much more of the street could be completed if the infrastructure wasn't done? *Director of Public Services Lenardson does not recommend not completing the infrastructure as part of the street project. The infrastructure for the City needs to be updated and it makes sense to do when the street is already being repaired.*
- In determining local street projects, could the geographical area in relation to dollars spent be considered? *It is Council's decision as to what local street projects are done.*

- What is the 2018 budget for local streets? *Did not have that information with him at the time of the meeting.*
- Is the ICE grant available for this project? *Yes, they are working with the engineers. The grant is based on points and there are some items the City needs to work on to raise more points. We will apply in the fall.*
- Is there a possibility of additional grant funding? *Yes, City staff is always working to find grant funding.*
- Would it be possible for Council to get a cost of repairing 1st, 2nd and 3rd streets in Precinct One (1)? *Director Lenardson will get estimates for these street repairs.*

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

D. Discussion/Approval Amendment to Council Rules of Procedures

Questions and Comments from the Mayor and Council were as follows:

- Would like the Mayor and City Manager to meet on a regular basis to ensure they are communicating with one another
- Attorney Scott Smith did a great job in his presentation on Council-Manager form of government
- Ask the Mayor and Manager to prepare a list of potential meeting dates
- Would like to have a less structured meeting schedule with Manager and Mayor but with expectation that they will meet and communicate as needed
- Discuss upcoming agenda items and give Mayor information on what is going on in the City so he is able to communicate with residents
- A suggestion was made for the Mayor and City Manager to meet twice a month prior to Council meetings
- Would like Manager and Mayor to work out details of meetings, however if the Manager and Mayor are not meeting, the Council would like to create a resolution to ensure communication between the Mayor and Manager.
- Would like to see roles of Manager, Council Members and Mayor added to the Council Rules of Procedure.
- The sub-committee of Mayor Brown and Council Members French and Brown will meet to add the roles of Manager, Council Members and Mayor to the Council Rules of Procedures. Revised Council Rules of Procedure will be brought to Council the second meeting in February for approval.

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

E. Discussion-Ordinance # 2018-01, Medical Marijuana Ordinance

City Attorney Harkness asked Council if the following distances were acceptable for Section 22-212 LOCATION OF GROWER FACILITY, SAFETY COMPLIANCE FACILITY, PROCESSOR FACILITY AND SECURE TRANSPORTER

- (A) No Grower Facility, Safety Compliance Facility, Processor Facility or Secure Transporter shall be located within five hundred (500) feet of real property comprising a public or private elementary, licensed child care facility, vocational or secondary school.
- (B) No Grower Facility, Safety Compliance Facility, Processor Facility or Secure Transporter shall be located within two hundred fifty (250) feet of real property comprising a public park. Any Grower Facility, Safety Compliance Facility, Processor Facility or Secure Transporter located more than two hundred fifty (250) feet but less than five hundred (500) feet of real property comprising a public park shall be surrounded by a fence as required by city ordinance.
- (C) No Grower Facility, Safety Compliance Facility, Processor Facility or Secure Transporter shall be located within two hundred fifty (250) feet of real property comprising a place of religious worship. Any Grower Facility, Safety Compliance Facility, Processor Facility or Secure Transporter located more than two hundred fifty (250) feet but less than five hundred (500) feet of real property comprising a place of religious worship shall be surrounded by a fence as required by city ordinance.

Fencing requirements will be handled by the Planning Commission.

The consensus of the Council is the above distances are acceptable. The first reading of Ordinance # 2018-01, Medical Marijuana will be on the February 5th, 2018 agenda for approval.

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

F. Discussion of Snow Removal & Street Conditions

Director of Public Services Lenardson updated the Mayor and Council on snow removal and street conditions as follows:

- The City's first responsibility is to clear the major trunklines-M-99 and BL 94
- Once these streets have been cleared, they move on to longer local streets and then the shorter smaller streets
- Depending on the amount of snow, there may be a need to remove the snow from the major trunk lines more than once
- Each driver has a designated route
- There were three (3) of the five (5) plow trucks out of service for the last snowfall
- Currently all five (5) trucks are back in service
- There have also been staff shortages due to illnesses

- The Department of Public Services makes every effort to remove the snow as soon as possible

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

G. Request Approval Color and Logo for Water Tower (RCV)

Mayor and Council Members discussed color, font and logo.

The consensus was to have two tone paint with sky blue on the top of the tower and a dark blue for the base of the tower. The word Albion painted in the same dark blue as the base with a font as close to what is currently on the tower and no logo.

Comments were received from Council Members French, Brown and Reid; Mayor Brown and Assistant City Manager Levin.

French moved, Lawler supported, CARRIED, to have two tone paint with sky blue on the top of the tower and a dark blue for the base of the tower. The word Albion painted in the same dark blue as the base with a font as close to what is currently on the tower and no logo (5-0, rcv)

XII. Future Agenda Items

Council Member Brown would like the following items added to the next agenda:

- Council goal setting sessions
- Adoption of Resolution for Superior Street

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

French moved, Brown supported, CARRIED, to Excuse Council Members Maurice Barnes (1) and Jeanette Spicer (5). (5-0, vv)

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 Lavada Weeks, 917 Luther Dr; Alfredia Dysart-Drake, 1016 S. Superior St; Andrew Texel, 1112 E. Porter St and Council Member Lawler.

XV. ADJOURNMENT

Brown moved, French supported, CARRIED, to ADJOURN Regular Council Session. (5-0, vv).

Mayor Brown adjourned the Regular Session at 8:30 p.m.

Date

Jill Domingo
City Clerk