

## CITY COUNCIL MINUTES

City of Hillsdale

June 6, 2016

7:00 P.M.

Regular Meeting

### **Call to Order and Pledge of Allegiance**

Mayor Scott Sessions opened the meeting with the Pledge of Allegiance.

### **Roll Call**

Mayor Scott Sessions called the meeting to order.

Council Members present:	Scott M. Sessions, Mayor Adam Stockford, Ward 1 Timothy Dixon, Ward 2 Bruce Sharp, Ward 3 Matthew Bell, Ward 4 Patrick Flannery, Ward 4
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Council Members absent:	Brian Watkins, Ward 1
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Also present were: City Manager David Mackie, City Clerk Stephen M. French, City Attorney John Lovinger, Kay Freese (HR), Police Chief Scott Hephner (HCPD), Jake Hammel (DPS), Alan Beeker (Zoning), Julie Beeker (Treasurer), Julie J. Games, Jason Walters (Patriot Aviation), Nicholas Patterson (NS&H Consulting), Tim Parker, William Bishop, Joe Poston, Mary Smith, Julian Kast, Dennis Wainscott, and Penny Swan.

### **Council Member Excused**

Council Member Bell, seconded by Council Member Flannery, moved to excuse the absence of Council Member Watkins from the meeting. By a voice vote, the motion passed unanimously.

### **Approval of Agenda**

Council Member Bell, seconded by Council Member Flannery, moved to approve the June 6, 2016 agenda as presented. By a voice vote, the motion carried unanimously.

### **Public Comment**

Ms. Julie J. Games, Committee Chairperson of the All-American Celebration Committee, requested Council approval of the request to hold a parade and fireworks display on Sunday, July 3, 2016. Ms. Games also announced she was a candidate for the Hillsdale County Board of Commissioners.

Ms. Penny Swan, 192 South West Street, questioned if the continued expenses of the airport improvements were necessary and if the airport had a positive, economic impact for the City of Hillsdale.

Mr. William Bishop, a Reading Township resident, encouraged the use of split sampling during blighted property inspections.

Mr. Jeff King, a Cambria Township resident and Airport Advisory Committee (AAC) member, voiced support for the MDOT resolution on the agenda for the improvements to the Hillsdale airport's apron. Mr. King also discussed the importance of transparency in local government and the need to inform the city's various advisory committees on pertinent

issues that are brought to the attention of city staff and Council. Mr. King requested more specific information related to Element 1.16 (“Users Conference”) in the Contract for Professional Service, including with the MDOT resolution.

**Consent Agenda**

- A. Approval of Bills from claims of May 19, 2016
  - 1. Payroll: \$ 89,450.91
  - 2. Claims: \$ 133,691.34
- B. City Council Meeting Minutes of May 16, 2016
- C. April 2016 Financial Reports
- D. Planning Commission Minutes of April 19, 2016
- E. TIFA Meeting Minutes of March 15, 2016
- F. TIFA Targeted Development Meeting Minutes
  - 1. March 22, 2016
  - 2. April 26, 2016
- G. TIFA Façade Grant Committee Meeting Minutes of April 27, 2016
- H. Approval of Hillsdale County’s “Great American Parade” – July 3, 2016
- I. May 2016 Code Enforcement Report

Council Member Flannery, seconded by Council Member Bell, moved to approve the Consent Agenda as presented.

Roll call:	Council Member Bell	Aye
	Council Member Stockford	Aye
	Council Member Dixon	Aye
	Council Member Sharp	Aye
	Council Member Flannery	Aye
	Mayor Sessions	Aye

Motion passed 6-0.

**Communications/Petitions**

There were no communications or petitions received by Council.

**Introduction and Adoption of Ordinance/Public Hearing**

- A. Ordinance 2016-005: An ordinance to amend Sections 36-411 through and including 36-414 of Article III, Division 16 of Chapter 36 of the code of the City of Hillsdale

Council Member Bell voiced support for the proposed changes to the various set-backs and construction height that were outlined in the first portion of the ordinance. Council Member Bell objected, however, to the additional, zoning restrictions placed on prospective business owners that were outlined in the table that was included in the later pages of the document.

City Zoning Administrator Beeker noted the table included within the proposed ordinance did not add additional zoning restrictions on property owners, but was created to more easily identify what permitted and conditional uses were required within each zoning district. Mr. Beeker stressed no changes were made to these permitted and conditional uses, only that a table had been created for easier reference.

Responding to a question from Council Member Flannery, Zoning Administrator Beeker stated the changes to the setbacks and construction heights were recommended to reduce the number of zoning appeals that had been filed in recent years.

City Attorney Lovinger noted the inclusion of a reference chart within the city’s Zoning Ordinance required City Council approval, even if no zoning changes were made to the code and the table was used only to simplify the existing provisions of the code.

Council Member Bell voiced opposition to the ordinance, which seemed to discourage business instead of encouraging new business in the city. Council Member Bell did voice support for the portion of the ordinance which amended the various set-backs and construction height requirements.

Council Member Flannery, seconded by Council Member Dixon, moved to approve Ordinance 2016-005: An ordinance to amend Sections 36-411 through and including 36-414 of Article III, Division 16 of Chapter 36 of the code of the City of Hillsdale

Roll call:	Council Member Bell	No
	Council Member Stockford	Aye
	Council Member Dixon	Aye
	Council Member Sharp	Aye
	Council Member Flannery	Aye
	Mayor Sessions	Aye

Motion passed 5-1.

### **Unfinished Business**

#### A. Resolution 3283: Establishing Millage Rate for FY2017

Council Member Flannery noted the millage rates were the same from previous fiscal years.

Council Member Flannery, seconded by Council Member Dixon, moved to approve Resolution 3283: Establishing Millage Rate for FY2017.

Roll call:	Council Member Bell	Aye
	Council Member Stockford	Aye
	Council Member Dixon	Aye
	Council Member Sharp	Aye
	Council Member Flannery	Aye
	Mayor Sessions	Aye

Motion passed 6-0.

#### B. Resolution 3284: Approval of City Budget for FY2017

City Manager Mackie stated an updated City Manager's memorandum had been distributed to Council prior to the meeting, which included changes requested by Council Member Bell, as well as an updated pension liability estimate that had been received. City Manager Mackie stated the increase in unfunded pension liabilities would require the city to appropriate an additional \$297,000 beginning in July 2017.

Council Member Bell discussed the need for major changes in the next budget to address the pension shortfall, as well as the need for on-going, road improvement funding.

Council Member Flannery echoed Council Member Bell's comments on the budget and voiced support for the inclusion of road and sidewalk repair funding in the upcoming year.

Council Member Flannery, seconded by Council Member Dixon, moved to approve Resolution 3284: Approval of City Budget for FY2017.

Roll call:	Council Member Bell	Aye
	Council Member Stockford	Aye
	Council Member Dixon	Aye
	Council Member Sharp	Aye
	Council Member Flannery	Aye
	Mayor Sessions	Aye

Motion passed 6-0.

**New Business**

## A. Set Public Hearing for Qualite Sports Lighting, LLC IFT Transfer Application

Council Member Bell, seconded by Council Member Flannery, moved to set a public hearing for June 20, 2016 at 7:00 p.m. in regards to an Industrial Facilities Tax Exemption (IFT) transfer request from Qualite Sports Lighting, LLC. By a voice vote, the motion carried unanimously.

## B. Discussion on forming FAIR panel (Funding Alternatives - Identification and Recommendation)

City Manager Mackie reviewed a staff recommendation to form a committee to research, study, and explore revenue options that would help address Hillsdale's road repair and improvement needs. City Manager Mackie indicated the committee would be comprised of twelve members from the community and five support staff from the city. The membership would include the City Manager, City Clerk, BPU Director, DPS Director, Finance Director, three members of the general public, three Public Service Committee members, three members representing non-profit organizations, and three members representing for-profit businesses.

Council Member Bell voiced concerns that the panel would be used to diffuse blame and, further, that the work of the panel would be used to force Council to vote for the proposed course of action, as had been done in the past with committees, boards, and other groups. Council Member Bell noted this issue was the responsibility of Council and the city manager, and they should fulfill this responsibility by working together to solve the problem.

Council Member Sharp voiced support for the inclusion of business and non-profit representatives on the committee.

City Manager Mackie noted the committee meetings would be public meetings, held in the Council Chambers, and broadcasted on-line. City Manager Mackie also stated information received and created by the committee would be added to the city's website.

Council Member Dixon stated that with a committee made up of a cross-section of the community, additional ideas and points of view could be raised and discussed. Council Member Dixon stated that limiting this discussion to only Council Members or staff could reduce creative ideas or open discussions that are needed for this topic.

Council Member Flannery questioned the voting structure of the committee. City Manager Mackie stated the voting members would only be the 12 members of the community and the city staff would not have voting privileges. City Manager Mackie stated the committee would work towards consensus on issues, but members would also be encouraged to provide individual responses, both for and against, any recommendations of the full committee.

Council Member Flannery, seconded by Council Member Dixon, moved to approve the creation of a FAIR (Funding Alternatives – Identification and Recommendation) to research, study, and explore revenue options that, when considered together, would help address the City of Hillsdale's road improvement needs.

Roll call:	Council Member Bell	No
	Council Member Stockford	Aye
	Council Member Dixon	Aye
	Council Member Sharp	Aye
	Council Member Flannery	Aye
	Mayor Sessions	Aye

Motion passed 5-1.

- C. Resolution 3285: A resolution to approve a professional services agreement with the Michigan Department of Transportation – Office of Aeronautics

Airport Manager Jason Walters reported the State of Michigan had recently awarded the City of Hillsdale a \$55,800 grant to be used for the bidding and design phase services for the replacement of the apron at the airport. Mr. Walters stated the city's match to the grant would be 10% of the project. Mr. Walters noted the existing apron had many limitations, in that it could not accommodate executive airplane parking, the construction of executive aircraft hangers, and parking of multiple planes during special events.

Mr. Patterson, representing NS&H Consulting, discussed the importance of receiving discretionary, and not entitlement funding, for this project. Mr. Patterson reported the 2014 report of the airport noted the apron was rated in "poor" condition and the recommended remediation was a complete removal and installation of a new apron. Mr. Patterson stated the user meeting for the project would be scheduled after the design phase of the project was completed.

Council Member Sharp discussed the increase in activity at the Hillsdale airport and stressed the importance of the airport to the City of Hillsdale. Council Member Sharp commended Airport Manager Walters for his leadership and for the improvements he had made to the airport.

Council Member Flannery requested information on the planned construction timeline for the project. Mr. Patterson stated the project planning would begin immediately and finish by late-July 2016. Mr. Patterson stated the construction phase of the project would take approximately 60 days.

Responding to a question from Council Member Dixon, Mr. Patterson noted the design was required if state or federal funds were utilized for the project. Mr. Patterson also indicated the design could be used in future years if construction funding was not initially approved. Mr. Patterson stated the new apron would be constructed in a different location than the existing apron, which would allow the existing apron to be utilized by smaller aircraft.

Responding to a question from Council Member Bell, Mr. Patterson stated the determination of wetlands and any presence of hazardous materials would be coordinated through the State of Michigan.

Council Member Bell noted the importance of keeping open and timely communication with the Airport Advisory Committee regarding planned improvements to the airport.

Council Member Flannery, seconded by Council Member Dixon, moved to adopt Resolution 3285: A resolution to approve a professional services agreement with the Michigan Department of Transportation – Office of Aeronautics.

Roll call:	Council Member Bell	Aye
	Council Member Stockford	Aye
	Council Member Dixon	Aye
	Council Member Sharp	Aye
	Council Member Flannery	Aye
	Mayor Sessions	Aye

Motion passed 6-0.

- D. Cancellation of July 5, 2016 City Council meeting

Council Member Flannery, seconded by Council Member Bell, moved to cancel the Tuesday, July 5, 2016 Council Meeting.

Roll call:	Council Member Bell	Aye
	Council Member Stockford	Aye
	Council Member Dixon	Aye
	Council Member Sharp	Aye
	Council Member Flannery	Aye

## Mayor Sessions

Aye

Motion passed 6-0.

## E. Setting of Committee Meetings

Council Member Stockford reported the Public Services Committee would meet on Wednesday, June 29, 2016 at 5:30 p.m. in the 2<sup>nd</sup> Floor Conference Room at City Hall. Council Member Stockford stated the purpose of the meeting would be to discuss Dial-A-Ride operations.

City Manager Mackie questioned if City Council approval was necessary to schedule a committee meeting.

By consensus, Council determined that committee meetings can be scheduled without the prior approval of the entire Council.

Miscellaneous

## A. State of Michigan Senate Resolution No. 146: STEAM Professionals

Mayor Sessions noted the Senate Resolution had been sent to urge Michigan communities to pursue innovative policies that promote economic development by attracting young STEAM (Science, Technology, Engineering, Arts and Math) professionals to work in financially distressed areas.

## B. City Manager's Report

City Manager Mackie reported on the following:

1. The BPU continued to replace the decorative street lights in the downtown corridor with new lens and energy efficient LED bulbs. The grant program started last year and a total of 152 lights were scheduled to be replaced through the program.
2. The Endicott Power Plant had ceased operations in late May 2016, as planned.
3. Sandy Beach had recently opened for the season and the Hillsdale Rotary Club had donated funds to permit the beach and sand volleyball courts to be reconditioned with new sand.
4. Two youth baseball tournaments were held at the Fields of Dreams in recent weeks, which generated over \$5,000 in revenue.
5. June 8, 2016 was the last day to register for the city's T-Ball and Coach Pitch baseball leagues.
6. Tuesday Concerts in the Park would begin June 28, 2016 at Mrs. Stock's Park
7. The bike path from Oak Street to Sandy Beach was scheduled to be reconstructed, beginning Monday, June 13. City Manager Mackie noted the path would be closed for one week during the construction period, weather permitting.
8. DPS continued to apply dust control measures on various gravel roads in the city
9. A thank you letter had been sent to Jeff King for his efforts at troubleshooting and repairing an electrical issue with the lights at the airport, saving the city approximately \$5,000.
10. City staff continued to work with Mrs. Smith, owner of 48 Greenwood Street, on the blighted conditions and her desire to maintain the concrete foundation and garage on the site.

Council Member Flannery reported he had received a compliment on the new, brighter lights in the downtown area. Council Member Flannery also inquired about on-going parking concerns at Fields of Dream and requested city staff address those issues.

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Council Member Stockford thanked City Manager Mackie and city staff for their efforts in assisting Mrs. Smith with her issues at 48 Greenwood Street.

Council Member Bell requested city staff investigate complaints of smoking at Sandy Beach.

### **General Public Comment**

Mr. Tim Parker, candidate for Hillsdale County Sheriff, introduced himself to the audience and requested support in the August primary.

Mr. Jeff King discussed the importance of transparency in local government and noted the city's common goals can be attained while still having an open and transparent government. Mr. King also noted the Airport Advisory Committee should establish its own agenda for their meetings and be independent of city staff.

Ms. Mary Smith thanked city staff and City Manager Mackie for assisting with her efforts at maintaining her garage and foundation that remained at 48 Greenwood.

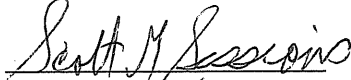
### **Council Comments**

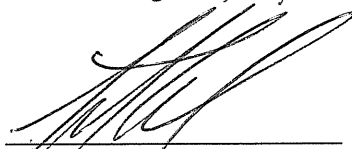
Council Member Sharp thanked Ms. Gains for her leadership with the Hillsdale parade and thanked everyone associated with the event.

### **Adjournment**

Council Member Bell, seconded by Council Member Stockford, moved to adjourn the meeting. By a voice vote, the motion passed unanimously.

The meeting adjourned at 8:40 p.m.

  
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Scott M. Sessions, Mayor

  
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Stephen M. French, City Clerk