

Council Chambers
Hillsdale City Hall
97 N. Broad St.
Hillsdale, MI 49242

December 2, 2013
7:00 p.m.
(517)437-6441
www.cityofhillsdale.org

CITY COUNCIL MINUTES

City of Hillsdale
Regular Meeting

Call to Order and Pledge of Allegiance

Mayor Scott M. Sessions opened the meeting. Mayor Sessions welcomed Holly Carpenter and the Cadet Troop 60266 Girl Scouts and Shelly Freeline and Cadet Troop 60083 and invited them up to the front to lead the pledge of allegiance.

Roll Call

Mayor Scott Sessions called the meeting to order with the following Council members present: Council members Brian Watkins and Adam Stockford representing Ward One; Council members Ruth Brown and Sally Kinney representing Ward Two; Council member Emily Stack Davis Ward Three; and Council members Patrick Flannery and Mary Beth Bail representing Ward Four.

Also present were City Manager Linda Brown, City Clerk Robilyn Swisher, City Attorney Kevin Shirk, Michelle Loren, Kay Freese, Rick Rose, Matt Durr (Hillsdale Daily News), Joshua Mercer, Jane Englehart, Samuel Nutter, Sara Nutter, Alan Beeker, Julie Beeker, Girl Scout Troop 60266, Allison Sobieski, Jenavieve Carpenter, Holly Carpenter, Esha Friedline, Abby Baxter, Kelani Philipp, Kyra Lewis, Cristi Morrison, Sheila Friedline, Ahlise Friedline, and Nancy Barton with Willis and Jurasek Barton.

Resignation of Ward 2 Councilperson Ruth Brown

Mayor Sessions regrettfully reads resignation letter from Councilperson Ruth Brown.

Motion made by Councilperson Kinney and supported by Councilperson Flannery to accept the resignation of Councilperson Ruth Brown. Roll call: Councilpersons Flannery – yes; Bail – yes; Kinney – yes; Stockford – yes; Watkins – yes; Stack-Davis – yes; Mayor Sessions – yes.

Approved 7-0

Motion carried

Ruth Brown states that she regrets to have to resign, but feels it is in the best interest of the city and the council. She will continue to represent the city of Hillsdale at the county level. Ruth respectfully asks the council to give Linda Brown strong consideration to stay on as City Manager when her contract comes before council. Ruth says thank you and departs.

Approval of Agenda

City Manager Linda Brown stated that item I of new business is being removed from the agenda and will be brought back on the 16th. Mayor Scott Sessions called for motion to approve the agenda with the removal of item I.

Motion by Councilperson Watkins, supported by Councilperson Bail, to approve the November 12, 2013 Agenda as amended.

All ayes.

Motion carried.

Public Comment

Mary Wolfram, 3 Corona Circle, addresses council's goal. Everyone on council should pull as a team. Mary addresses Allison Hutchinson's comments from the work session. The budget is bigger but, one million dollars of the budget is rental rehab money that can't be budgeted because it is from a grant from MICHDA, so it is money that is coming in extra. Mary suggests looking at a past council idea of growing our way out of our revenue problem. Mary would like the council to consider that the staff has done a good and has been cutting the budget appropriately and been doing their best to live within their means.

Holly Carpenter, 48 W. Fayette St, said thank you for having them and to Michelle Loren for giving them a tour.

Josh Mercer, 140 Budlong St, thought the work session was interesting. Josh suggests that after budget cuts have been made if there is still a need to raise more money for streets maybe council could consider a millage property tax. He is also glad to see the new business on Manning Street.

Consent Agenda

- A. Approval of Bills from November 7, 2013: Claims of \$195,444.06 Payroll of \$93,068.23 & November 21, 2013 Claims of \$114,694.38 Payroll of \$95,982.06
- B. Committee Reports (Pending Approval):
 - TIFA Minutes 7-16-13
 - EDC Minutes 8-15-13
 - Cemetery Minutes 11-6-13
 - Finance Minutes 11-12-13
 - Planning Commission Minutes 11-19-13
- C. Council Minutes 11-12-13

Motion by Councilperson Flannery, supported by Councilperson Kinney, to approve the Consent agenda as presented Roll call: Councilpersons Flannery - yes; Bail - yes; Kinney - yes; Stockford - yes; Watkins - yes; Stack-Davis - yes; Mayor Sessions - yes.

Approved 7-0.

Motion carried.

Communications and Petitions

None

Introduction and Adoption of Ordinances/Public Hearings

None

Unfinished Business

- A. Local Streets Maintenance. -One house on Charles St has issues with the grade of the lawn, but the steps are in.
- B. Code Enforcement. -None

Old Business

None

New Business

- A. Contract for Equalization - Mapping Services (Resolution # 3155)
 City Manager Linda Brown states that our parcel count for this year is 2,655 this does not include any tax exempt parcels. Accordingly the annual fee would be \$3,451.50. City Manager Brown recommends that council passes the resolution authorizing the Mayor and Clerk's signatures on the service agreements and then they will be presented to the county for approval. The City Attorney has read and approved the resolution.

Motion by Councilperson Watkins, supported by Councilperson Stack Davis, to approve the Mapping Services Resolution # 3155 as presented Roll call: Councilpersons Flannery - yes; Bail - yes; Kinney - yes; Stockford - yes; Watkins - yes; Stack-Davis - yes; Mayor Sessions - yes.

Approved 7-0.

Motion carried.

- B. FEMA Floodplain (Ordinance # 2013-6 & Resolution # 3156)
 City Manager Linda Brown recommended council receive the Ordinance as a proposed Ordinance order publication as such, and pass the proposed Resolution and authorize the signatures by the Mayor and Clerk. It will then be forwarded to the county for action as well.

RES. # 3155
 MAPPING
 SERVICES

FEMA
 FLOOD
 PLAN
 ORD. # 2013-6
 RES # 3156

Motion by Councilperson Kinney, supported by Councilperson Bail, to approve the FEMA Floodplain Ordinance # 2013-6 and the FEMA Resolution # 3156 as presented Roll call: Councilpersons Stockford - yes; Watkins - yes; Stack Davis - yes; Mayor Sessions - yes; Flannery - yes; Bail - yes; Kinney - yes.

Approved 7-0.

Motion carried.

C. Sale of Patrol Car

City Manager Brown states that there were three bids that ranged from \$868 to \$2407. Chicago Motors submitted the highest bid. City Manager Brown recommends that council rejects the two lower bids and accepts the higher bid from Chicago Motors for \$2407 and it will be necessary to authorize the Clerks signature on the title to transfer ownership.

PATROL
CAR
SALE

Motion by Councilperson Kinney, supported by Councilperson Stack Davis, to approve the Sale of the patrol car as presented Roll call: Mayor Sessions - yes; Councilpersons Flannery - yes; Bail - yes; Kinney - yes; Stockford - yes; Watkins - yes; Stack Davis - yes.

Approved 7-0.

Motion carried.

D. Presentation of Audit Report

City Manager Linda Brown recommends that council approve the Audit Report.

Nancy Barton briefly went through the Audit Report and how it works.

Councilperson Stack Davis asked if the deficiency of internal control is, in her opinion, a problem or could be a problem in the future. Nancy assured council that this is not a problem but something that has to be reported.

AUDIT
REPORT

Motion by Councilperson Flannery, supported by Councilperson Watkins, to approve the Audit Report as presented Roll call: Councilpersons Stack Davis - yes; Watkins - yes; Stockford - yes; Kinney - yes; Bail - yes; Flannery - yes; Mayor Sessions - yes.

Approved 7-0.

Motion carried.

E. Garrett License Agreement

City Manager Linda Brown states that the city came to a compromise on the trees that the homeowner had removed from the right of way, and in that process came to the conclusion that the homeowners fence was encroaching about fifteen feet on the right of way. The City Attorney prepared a proposed Licensing agreement between the city and the homeowners. City Manager Brown recommends that the council authorize the Mayors and City Clerks signatures on the agreement.

GARRETT
LICENSE
AGREEMENT

Motion by Councilperson Kinney, supported by Councilperson Stack Davis, to approve the Garrett License Agreement as presented Roll call: Mayor Sessions - yes; Councilpersons Flannery - yes; Bail - yes; Kinney - yes; Stockford - yes; Watkins - yes; Stack Davis - yes;

Approved 7-0.

Motion carried.

F. Designation of Zoning Administrator

City Manager Linda Brown states that according to Chapter 3, Article 2, Division 1, Section 36.31 of the City of Hillsdale Zoning Ordinance she requests that council will designate Alan Beeker as the Zoning Administrator for purposes of administering and enforcing our codes.

Motion by Councilperson Watkins supported by Councilperson Kinney, to approve the appointment of Alan Beeker as Zoning Administrator

All ayes

Motion carried.

*COUNCIL
GOALS*

G. Council Goals

Discussion on when the budget can be looked at and it is determined that it will be brought back up at the council meeting at the end of February.

Goals are set as follows: Streets, Economic Development / Increasing Tax Base, and Communication.

Motion by Councilperson Stockford supported by Councilperson Stack Davis, to approve the Established Goals.

All ayes

Motion carried.

*RES
3157*

H. SAW Grant - BPU (Resolution # 3157)

City Manager Linda Brown requests that council pass the Resolution pursuant to the Board's request.

Motion by Councilperson Kinney, supported by Councilperson Stack Davis, to approve the SAW Grant Resolution # 3157 as presented Roll call: Mayor Sessions - yes; Councilpersons Flannery - yes; Bail - yes; Kinney- yes; Stockford- yes; Watkins- yes; Stack Davis - yes;.

Approved 7-0.

Motion carried.

Miscellaneous

A. Police 3rd Quarter Report

B. Mayoral Appointments

Standing Committees:

- a. Public Services: Emily Stack Davis, Patrick Flannery, Adam Stockford
- b. Community Development: Emily Stack Davis, Adam Stockford, Brian Watkins
- c. Finance: Mary Beth Bail, Patrick Flannery, Brian Watkins
- d. Operations & Governance: Sally Kinney, Patrick Flannery, Brian Watkins
- e. Public Safety: Mary Beth Bail, Sally Kinney, Brian Watkins

*APPOINT-
MENTS*

Boards and Commissions:

- a. Planning Commission: Amber Yoder- 3 year term expiring November 2016; Steve Vear- to fill vacancy expiring November 2014; Kerry Laycock- 3 year term expiring November 2016
- b. Economic Development Corporation: Jeremiah J. Hodshire- 6 year term expiring July 2019; Amanda Janes- 6 year term expiring July 2019
- c. Library Board: Jean Nolan- (School Board Representative)- 5 year term expiring November 2018
- d. Shade Tree Commission: Keith Richards- 4 year term expiring November 2017

Motion by Councilperson Watkins, supported by Councilperson Stack Davis, to approve the Mayoral Appointments as presented Roll call: Mayor Sessions - yes; Councilpersons Flannery - yes; Bail - yes; Kinney- yes; Stockford- yes; Watkins- yes; Stack Davis - yes;.

Approved 7-0.

Motion carried.

General Public Comment

Doug Moon, 123 State St, states that the budget comes from the city manager according to the city charter. He also states that council only has one employee and that employee is the City Manager. Moon also suggests that councilperson Flannery have a meeting with City Manager Linda Brown to discuss the budget.

Council Comment

Councilperson Watkins asked about the details of the laws regarding holding a special election and if one could have been held in February. City Attorney Kevin Shirk explains the laws and the timeline would not allow for a February election, but can be met for a May election.

Adjournment

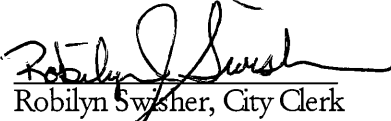
Motion by Councilmember Kinney, seconded by Councilmember Watkins, to adjourn.

All ayes

Motion carried.

8:33 p.m.


Scott M. Sessions, Mayor


Robilyn Swisher, City Clerk