

**CITY OF WILLIAMSTON
CITY COUNCIL
OCTOBER 23, 2006
REGULAR MEETING MINUTES**

1. Call To Order:

The meeting was called to order at 7:00 p.m. by Mayor Kenneth Zichi and the Pledge of Allegiance was recited.

3. Roll Call:

Mayor Kenneth Zichi, Mayor Pro-tem Robert Hanna, Council Members Michelle Hyne, George Monroe, & Scott VanAllsburg. Absent: Penny Davis & Brian O'Connell (arrived at 7:05 p.m.).

Also Present:

City Manager Lisa Hitchcock, Deputy Clerk Holly Thompson, City Attorney Dave Stoker, JFM Productions, and citizens Mese Wilson, John Pratt, Mike Thomas, Helen Reed, Bob Reed, and Derek Hall.

Motion by **Hanna**, second by **Hyne**, to excuse Davis. **Motion passed by voice vote.**

4. Approval of Agenda:

Delete 9f. and change the date of the minutes on item 6. from October 23, 2006 to October 9, 2006.

Motion by **Hanna**, second by **VanAllsburg**, to approve the agenda as amended. **Motion passed by voice vote.**

5. Audience Participation:

Mese Wilson inquired as to the status of the Bucket and the street sign at the corner of Grand River and Putnam. Manager Hitchcock commented that she is not sure when the deadline for repairs to the building but believes it is coming up. She added that Director Alfredson is working on the sign issue with MDOT.

*O'Connell arrived at 7:05 p.m.

6. Council Minutes of October 9, 2006:

Motion by **Hanna**, second by **O'Connell**, to approve the regular Council minutes of October 9, 2006 as presented. **Motion passed by voice vote.**

7. Accounts Payable:

Councilman Hanna reported that the accounts payable totaled \$144,783.42 and included insurance, utilities, community center lease, public services building loan, consultants, attorneys and other miscellaneous supplies and services. Reference #'s 7510-7607.

Motion by **Hanna**, second by **Monroe**, to approve the accounts payable as presented. Yes: O'Connell, Monroe, VanAllsburg, Hanna, Zichi, Hyne. No: None. **Motion passed.**

8. Presentation of 2005-2006 Fiscal Year Audit:

Auditor Derek Hall reported that there were two concerns that he wanted to point out: 1. There was an Open Meetings Act violation due to a statement not being recorded by the City Manager stating she requested her evaluation be in closed session. 2. Outstanding Accounts Receivable should not be held for over one year. He cited an instance with the \$25 in the building fund and \$700 Election reimbursement from CADL that is two years old. He brought up changes that the Council will see due to GASB 34. He reported that Act 51 money can now be used for sidewalks.

Mr. Hall pointed out that the sewer fund had a negative net for the year amount of \$31,000. He stated that the water/sewer fund should be self sufficient. Councilman VanAllsburg questioned using general fund dollars to subsidize the water/sewer fund.

Mr. Hall stated he would not recommend it, but it can be done.

Councilmember Hyne asked if instead of increasing funds in the general fund, can that be used for water/sewer.

Mr. Hall responded that it could and pointed out some areas it could be taken out of but advised against it due to cutting services and improvements and the inability to increase the money coming in to the general fund.

9. Action Items

9a. Executive Secretary Contract for Employment:

Trudy Stevens introduced herself to the City Council.

Motion by **Hanna**, second by **Monroe**, to approve the contract for employment for Executive Secretary Trudy Stevens as presented. Yes: Monroe, VanAllsburg, Hanna, Zichi, O'Connell. No: Hyne. **Motion passed.**

9b. Recommendation from Parks & Recreation Commission on Band Shell Location:

Manager Hitchcock reported that the band shell committee is in favor of the proposed band shell location in McCormick Park.

Motion by **Hanna**, second by **VanAllsburg**, to approve the proposed band shell location in McCormick Park as presented. Yes: Hanna, Zichi, Hyne, O'Connell, Monroe, VanAllsburg. No: None. **Motion passed.**

9c. Consider Amendment to Employee Manual- Policy #3.2 Group Health Program:

Manager Hitchcock stated that the amendment to the employee manual would not impact anyone currently.

Motion by **Hanna**, second by **O'Connell**, to approve the amendment to the employee manual policy #3.2 Group Health Program as presented. Yes: Monroe, VanAllsburg, Hanna, Zichi, Hyne, O'Connell. No: None. **Motion passed.**

9d. Variance to Municipal Standards:

Manager Hitchcock reported that the variance would allow Felpausch to construct an eight inch line for the storm sewer rather than a twelve inch line as prescribed in the Municipal Standards.

Motion by **Hanna**, second by **VanAllsburg**, to approve the Municipal Standards variance for Felpausch allowing an eight inch storm sewer line rather than a twelve inch line as presented. Yes: Zichi, Hyne, O'Connell, Monroe, VanAllsburg, Hanna. No: None. **Motion passed.**

9e. TIFA By-Laws Amendment:

The TIFA Board passed a resolution on September 18th for a TIFA By-Law amendment providing for the removal of a member of a sub-committee after three consecutive unexcused absences.

Motion by **O'Connell**, second by **VanAllsburg**, to approve the TIFA by-law amendment as presented. Yes: VanAllsburg, Zichi, O'Connell, Monroe. No: Hanna, Hyne. **Motion passed.**

10. Discussion Items

10a. Sign Ordinance:

Manager Hitchcock reported that the purpose of the discussion is to be sure the Council is comfortable with the way the draft ordinance is proceeding. The sign ordinance will no longer be a part of the Zoning Ordinance. Councilman VanAllsburg asked what the goal is for garage sale signs. Manager Hitchcock stated that the goal is to get them out of the right of way.

Councilman Hanna commented that the problem with the signs is that when the event is over the signs are not removed.

Councilman O'Connell commented that the public will need to be educated on this. He commented that he believes a misdemeanor is too strict.

Attorney Stoker commented that A-frame signs could be allowed through a permitting process. He recommended that the misdemeanor be changed to a civil infraction and the civil infraction ordinance be amended so that the process is streamlined.

Councilman VanAllsburg commented that he does not believe kiosks for signs will accomplish anything.

John Pratt commented that oftentimes the signs at the corner of Putnam St. and Church St. are not from City residents.
Councilman Hanna commented that the Council needs more public input on the issue.

10b. FOIA Policy:

Councilman O'Connell commented that he believes the copy fee of fifty cents for the first 6 copies is excessive.

Attorney Stoker commented that the cost should be based upon actual costs.
Councilman VanAllsburg commented that people should not have to be babysat while reviewing documents.

Manager Hitchcock responded that it is a standard part of the FOIA policy to protect original documents from damage.

10c. Community Center Use Policies:

A break down of the community center use, fees collected, and bills paid was provided to the Council.

Manager Hitchcock stated that the men's basketball group has offered to finish the gym floor at no cost as an in kind service to the City.

O'Connell commented that he believes if a business is paying instructors then they should pay for the use of the room. He offered to compile information about the current policies and its amendments.

This issue will be on the November 27th Council agenda.

12. Staff Reports

12a. City Manager:

Manager Hitchcock submitted a written report for Council review.

12b. City Attorney:

No report.

12c. Community Development Director:

Director Alfredson submitted a written report for Council review.

12d. Planning and Development Administrator:

Administrator Wilson submitted a written report for Council review.

12e. Treasurer:

Treasurer Dolley submitted a financial printout for Council review.

13. Committee/Sub-Committee Reports

13a. Legislative Director:

No report.

14. Audience Participation:

Mike Thomas commented that there is six inches of standing water in the ice house that the TIFA is trying to take care of. He added that the Boy Scout haunted house is now on the first floor and encouraged people to attend.

15. Council Member Comments:

Councilmember Hyne commented that she was able to greet candidate Dick DeVos when he was in Williamston to visit the Elementary School. She also wished the Boy Scouts well on their haunted house.

Councilman O'Connell commented that the Williamston Library Foundation is putting on a Halloween Ball on October 24th at the Brookshire Inn.

Mayor Zichi encouraged everyone to vote at the November 7th election.

16. Adjournment:

Motion by **Hanna**, second by **O'Connell**, to adjourn. **Motion passed by voice vote.**

Meeting Adjourned at 9:40 p.m.

***THE PRECEDING MINUTES ARE A SYNOPSIS OF A CITY COUNCIL MEETING AND DO NOT REPRESENT A VERBATIM RECORD.**

Respectfully Submitted by: _____
Holly M. Thompson, Deputy Clerk

Kenneth V. Zichi, Mayor

Date Approved: _____