

**CITY OF WILLIAMSTON  
CITY COUNCIL  
JANUARY 28, 2008  
REGULAR MEETING MINUTES**

**1. Call To Order:**

The meeting was called to order at 7:00 p.m. in the City Hall Council Chambers by Mayor Michelle Hyne and the Pledge of Allegiance was recited.

**3. Roll Call:**

Mayor Michelle Hyne, Council Members Richard Couturier, Traci Smith, Carmen Siciliano, Scott VanAllsburg, and Kenneth Zichi. Absent: John Pratt.

Also Present:

City Manager Lisa Hitchcock, Deputy Clerk Holly Thompson, City Attorney Dave Stoker, Attorney John Gormley, Enterprise Reporter Will Whelton, citizens Rick and Nancy Williams, Rob Oesterle, Williamston Area Beautification Fund Representatives Howard Dahlstrom, Helen Reed, Tom Fredericks, Sandy Hopkins, Norma Kolasa, Christine McDonald, citizens Timothy Grossman, Terri Campbell, Jane Hanna, Jim & Barb Vandenberg, Michelle Diamond, Raymond Bachman, and other members of the public.

Motion by **VanAllsburg**, second by **Siciliano**, to excuse Pratt. **Motion passed by voice vote.**

**4. Approval of Agenda:**

Motion by **Couturier**, second by **VanAllsburg**, to amend the agenda to remove item 9f. until the next agenda. **Motion passed by voice vote.**

Motion by **Couturier**, second by **VanAllsburg**, to move item 10a. to 9f. **Motion passed by voice vote.**

Motion by **VanAllsburg**, second by **Zichi**, to add items 10b. Update on Community Center and Land Trade, 10c. Update on Water/Sewer Study, 10d. Island, 10e. Old Library, and 10f. Status of Zoning Ordinance Rewrite. **Motion passed by voice vote.**

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

**5. Audience Participation:**

Michelle Diamond asked why JFM Productions was not present.

**6. Council Minutes of January 7, 2008:**

Motion by **VanAllsburg**, second by **Couturier**, to table the Council minutes of January 7, 2008 until the tape can be reviewed to confirm Mrs. Davis comments and the verbatim comments from Mayor Hyne can be added. **Motion passed by voice vote with Zichi and Siciliano voting no.**

**7. Eagle Scout Proclamation Commending Adam Joseph Rice:**

A Proclamation was sent to Eagle Scout Adam Rice commending him for his accomplishment.

**8. Accounts Payable:**

Councilman Couturier provided a list of the payables and reported that they totaled \$153,285.01. Reference #'s 54541-54615.

Motion by **Couturier**, second by **VanAllsburg**, to approve the accounts payable as presented. Yes: Couturier, Smith, Siciliano, VanAllsburg, Zichi, Hyne. No: None.

**Motion passed.**

**9. Action Items**

**9a. Ordinance #305 Amending the Parks & Recreation Membership- 2<sup>nd</sup>**

**Reading:**

Motion by **Couturier**, second by **VanAllsburg**, to approve the second reading of Ordinance #305 Amending Sections 2-361 and 2-362 of the Williamston Code of Ordinances regarding the Parks and Recreation Commission Membership as presented. Yes: VanAllsburg, Siciliano, Zichi, Hyne, Smith, Couturier. No: None.

**Motion passed.**

**9b. Key Control Policy:**

Motion by **VanAllsburg**, second by **Zichi**, to table the key control policy issue until the next meeting. **Motion passed by voice vote.**

**9c. Press Releases:**

Motion by **VanAllsburg**, second by **Zichi**, to table the press release issue until the next meeting. **Motion passed by voice vote.**

**9d. Board Appointments- Zoning Board of Appeals- Board of Review:**

Motion by **VanAllsburg**, second by **Siciliano**, to reappoint Robert DeGarmo to the Zoning Board of Appeals for a term to expire 01-01-11. Yes: Siciliano, VanAllsburg, Smith, Zichi, Hyne, Couturier. No: None. **Motion passed.**

Motion by **VanAllsburg**, second by **Siciliano**, to reappoint Dianne Gorsline to the Board of Review for a term to expire 01-01-11. Yes: Zichi, Hyne, Couturier, Smith, Siciliano, VanAllsburg. No: None. **Motion passed.**

**9e. Middle Street Parking Lot:**

Mayor Hyne pointed out the letter provided by Lawrence Ethel regarding the Middle Street parking lot. She commented that the item is on the agenda because there have been injuries that have taken place there as well as activities and business complaints.

Brian Stiffler, owner of Elle's Country Kitchen asked if the lot could be changed to two hour parking.

Manager Hitchcock commented that a two hour limit could cause a problem for people living in apartments above the stores.

Motion by **VanAllsburg**, second by **Couturier**, to instruct the City Manager to have C2AE prepare a quote for the study of the Middle Street parking lot to include a plan for surveying, fencing, dumpsters, layout, and lighting. Yes: VanAllsburg, Zichi, Hyne, Siciliano, Smith, Couturier. No: None. **Motion passed.**

**9f. Band Shell- Presentation by Williamston Area Beautification Fund:**

Motion by **Couturier**, second by **VanAllsburg**, to allow the Williamston Area Beautification Fund to begin the band shell project upon completion of all required permits and accept that the facility will be named the American Legion Memorial Band Shell. Yes: Hyne, Couturier, Siciliano, Smith, VanAllsburg, Zichi. No: None. **Motion passed.**

**9g. Amendment #1- Infrastructure Improvements Around Spartan Food:**

Motion by **VanAllsburg**, second by **Smith**, to approve the amendment #1, infrastructure improvements around Spartan Food for an additional \$8600 to Wilcox as presented. Yes: Smith, Zichi, Hyne, Couturier, Siciliano, VanAllsburg. No: None. **Motion passed.**

**10. Discussion Items**

**10a. City Council Rules of Procedure:**

A draft of the proposed City Council rules of procedure was distributed to the Council for review and comment.

Councilman Siciliano pointed out that the major changes include allowing audience participation on agenda items, and referencing the Open Meetings Act.

Councilman VanAllsburg questioned how the Council decides on an item in closed session.

Attorney Stoker answered that a consensus would need to be made during the closed session without taking a vote. Any action would need to be taken in open session.

Councilman VanAllsburg commented that he believes the Mayor should have the option of extending the time limit on public comment if needed.

Attorney Stoker commented that he would not recommend the option due to possible favoritism. He recommended that the decision to extend be subject to the entire Council's approval.

Councilman Siciliano commented that the rules are being modeled after Roberts Rules of Order.

Mayor Hyne commented that she would like the time of distribution increased to allow more time for Council review of the packets.

Members VanAllsburg, and Siciliano commented that they are comfortable with changing the procedure to state the way the packets are done.

**10b. Update on Community Center & Land Trade:**

Manager Hitchcock reported that she has met with Joel Raddatz on the property split. She anticipated the issue will be on the March Planning Commission agenda.

Mayor Hyne asked if anyone is aware if there is any documentation to restrict the sale or trade of the Lions Park property.

Manager Hitchcock answered that there is not. She added that the Parks & Recreation Commission will have the Park Plan amendment public hearing on their February agenda.

**10c. Update on Water/Sewer Study:**

Manager Hitchcock reported that she has a meeting set with Mr. Traciak on Friday, February 8 to discuss the water/sewer study and anticipates the study being completed the beginning of March.

**10d. Island:**

Councilman VanAllsburg commented that he is interested in having an action item on the Council agenda to get bids to clear the island.

Manager Hitchcock commented that the project is already in progress with Wild Types and the Parks & Recreation Commission. Parks Member Wolf will be meeting with Mr. Schneider from Wildtypes Friday to do a plan for the banks and island clearing and what plants will work on the island.

**10e. Old Library Building:**

Manager Hitchcock reported that she has received a call from the City's insurance company informing her that insurance will pay for the replacement of the building with the option of rebuilding elsewhere.

**10f. Status of Zoning Ordinance Rewrite:**

Manager Hitchcock reported that the issue will be on the next Planning Commission agenda to go over the technical review provided by McKenna.

**12. Staff Reports**

**12a. City Manager:**

Manager Hitchcock submitted a written report and added that she has met with ArtFest several times to discuss plans for the 2008 ArtFest to keep it going. She also reported that Deputy Clerk Thompson has received her Certified Municipal Clerk designation.

Will Whelton asked when the ArtFest became a City event.

Manager Hitchcock responded that it is not a City event.

**12b. City Attorney:**

No report.

**12c. Community Development Director:**

A written report was submitted for Council review.

**12d. Treasurer:**

A financial printout was submitted for Council review.

**12e. WWTP:**

A monthly summary for the waste water treatment plant for December was submitted for Council review.

**14. Audience Participation:**

Mayor Hyne called for public comment at this time and there was none.

**15. Council Member Comments:**

Councilman VanAllsburg commented that he received an e-mail regarding the City being business friendly and the respondent was satisfied with the City's attitude towards business.

Councilman Siciliano thanked the WWTP Director and DPW Director for the tour of their facilities.

Councilman Couturier thanked the Clerk's office for their help with the Treasurer's report.

Mayor Hyne congratulated Eagle Scout Adam Rice and added that she liked the treasurer report.

**16. Closed Session- R&R Fence Litigation :**

Motion by **Couturier**, second by **VanAllsburg**, to go into closed session to discuss the R&R Fence litigation. Yes: Zichi, Hyne, Couturier, Smith, Siciliano, VanAllsburg. No: None. **Motion passed.**

\*Closed Session started at 9:09 p.m.

Motion by **Zichi**, second by **VanAllsburg**, to return to open session. Yes: VanAllsburg, Zichi, Hyne, Siciliano, Smith, Couturier. No: None. **Motion passed.**

\*Closed Session ended at 10:55 p.m.

**Action on Closed Session:**

None.

**16. Adjournment:**

Motion by **Zichi**, second by **Siciliano**, to adjourn. **Motion passed by voice vote.**

**\*Meeting Adjourned at 10:56 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

\_\_\_\_\_  
Michelle A. Hyne, Mayor

Date Approved: \_\_\_\_\_