

**CITY OF WILLIAMSTON
CITY COUNCIL
AUGUST 13, 2007
REGULAR MEETING MINUTES**

1. Call To Order:

The meeting was called to order at 7:05 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 Penny Davis, Timothy Grossman, Michelle Hyne, George Monroe, and Scott VanAllsburg. Absent: None.

Also Present:

City Manager Lisa Hitchcock, Deputy Clerk Holly Thompson, City Attorney Bonnie Toskey, Police Chief Mark Hetfield, JFM Productions, Depot Museum Representative Jane Johnson, and citizens Joe Eiffert, Robert St. John, and Jim Belles.

4. Approval of Agenda:

Motion by **Hanna**, second by **Grossman**, to approve the agenda as presented. **Motion passed by voice vote.**

5. Audience Participation:

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

6. Council Minutes of July 23, 2007:

Motion by **Hanna**, second by **Davis**, to approve the Council Minutes of July 23, 2007 as presented. **Motion passed by voice vote.**

7. Accounts Payable:

Councilmember Davis reported that the accounts payable totaled \$171, 755.27 and included utilities, consultants, insurance, cemetery allocation, and other miscellaneous supplies and services. Reference #'s 9139-9276.

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

8. Action Items

8a. Red Cedar Recreation Association Agreement for Services:

Motion by **Grossman**, second by **Hanna**, to table the Red Cedar Recreation Association agreement for services until the next meeting that an RCRA representative can be present. **Motion passed by voice vote.**

8b. Sidewalk Policy:

Councilman Hanna reported that he and Councilmember Hyne prioritized the sidewalk repairs based on complaints and what they felt were the worst areas. The worst stretches of sidewalk were on High and Mill Streets. Because Mill Street is a dirt road he wondered if the sidewalk could be part of a larger plan to pave the road.

Councilmember Hyne commented that most of the sidewalks are in bad shape and does not promote a walkable community.

Councilman Monroe commented that the sidewalks should be paid for by a special assessment and the City getting a bond issue.

Councilman VanAllsburg commented that he believes the City should pay for all the sidewalks.

Manager Hitchcock commented that sidewalks are required to be put in by the developer in all new developments and people that currently don't have sidewalks will want a sidewalk if it is going to be free.

Mayor Zichi commented that the sidewalk increases the value of their home.

Councilman Hanna commented that the cost estimates are solely based on raw materials and do not include labor or restoration of concrete only.

Councilman Hanna commented that there are several driveway approaches that need to be repaired or replaced.

Robert St. John commented that he believes the City should go ahead and fix the sidewalks that would affect where handicap people walk.

Councilmember Davis commented that she believes there should be a professional evaluating the sidewalks and coming up with a plan to fix them.

Manager Hitchcock recommended that the DPW Director assess the sidewalks and decide which sidewalks need to be replaced immediately.

Motion by **Hanna**, second by **Grossman**, to fix or replace the sidewalk sections on 509-515 and 711 North Putnam Street and where the sidewalk sections are raised more than two inches. Yes: Davis, Monroe, VanAllsburg, Hanna, Zichi, Hyne, Grossman. No: None. **Motion passed.**

Motion by **Hanna**, second by **Hyne**, to direct the City Manager to develop a master plan for sidewalks, sidewalks/streets, and infrastructure/streets. Yes:

Davis, Monroe, VanAllsburg, Hanna, Zichi, Hyne, Grossman. No: None. **Motion passed.**

8c. First Reading of Ordinance #302 – Regulating the Installation of Private Irrigation Wells:

Manager Hitchcock reported that the ordinance will regulate the installation of irrigation well and prohibit systems that would draw too much water from the City's wells.

Amendments to drafted Ordinance #302: On page 2, 4 lines down add "The City Engineer reserves the right to require additional information, testing, as deemed necessary to make a determination. All such information shall be generated at the system owner's expense." On page 2, 4 lines from the bottom, add "the system owner is responsible" after "supply purposes,".

Motion by **Hanna**, second by **Davis**, to approve the first reading of ordinance #302 regulating the installation of private irrigation wells as amended. Yes: Hanna, Zichi, Grossman, Davis, Monroe, VanAllsburg. No: Hyne. **Motion passed.**

Councilmember Hyne commented that she was concerned of the lack of notice.

8d. Imaging Software Purchase:

Motion by **Hanna**, second by **Grossman**, to approve the imaging software purchase from MCCi as presented in an amount not to exceed \$10,858. Yes: Monroe, VanAllsburg, Hanna, Zichi, Hyne, Grossman, Davis. No: None. **Motion passed.**

8e. Street Sweeper Purchase:

Manager Hitchcock reported that the new street sweeper would replace two pieces of equipment the City already owns and cut the labor cost in half.

Motion by **Hyne**, second by **Grossman**, to check into the purchase of a used street sweeper that does both jobs. **Motion passed by voice vote with one no vote from Monroe.**

8f. Traffic Control Orders for School Traffic:

Motion by **Hanna**, second by **Monroe**, to approve traffic control order #23 directing that no left turn except school buses 8:00 am-4:00 pm Monday – Friday be posted for southbound traffic on Highland Street for left turns into the circle drive in front of the Williamston Elementary School. Yes: VanAllsburg, Hanna, Zichi, Hyne, Grossman, Davis, Monroe. No: None. **Motion passed.**

Motion by **Hanna**, second by **Monroe**, to approve traffic control order #24 directing that West side of Highland Street from Church St. to the south end be

posted NO STOPPING STANDING PARKING 8 AM 4 PM MONDAY THROUGH FRIDAY. Yes: Zichi, Hyne, Grossman, Davis, Monroe, VanAllsburg, Hanna. No: None. **Motion passed.**

Motion by **Hanna**, second by **Monroe**, to approve traffic control order #25 directing that NO PARKING THIS SIDE OF SIGN be posted on the East side of Highland Street 15 feet north of the northerly curb of the bus drive. Yes: Davis, Monroe, VanAllsburg, Hanna, Zichi, Hyne, Grossman. No: None. **Motion passed.**

8g. Downtown Development Authority and Planning Commission

Appointments:

Motion by **Hanna**, second by **Grossman**, to concur with the Mayor's appointment of Emily Lilly-Lacca to the Downtown Development Authority for a term to expire 06-30-08. **Motion passed by voice vote.**

Motion by **Hanna**, second by **Davis**, to concur with the Mayor's appointment of Larry Wittrup, to the Planning Commission for a term to expire 06/30/10. **Motion passed by voice vote.**

9. Discussion Items

9a. City Hall Historical Building Designation:

Jane Johnson of the Depot Museum commented that the Depot Board wants to also get the Depot Museum on the Historical Building designation list.

There is a \$250 cost for the application; which is refunded if the building is not approved for historical designation.

Councilmember Hyne **asked for clarification of costs and implications of a historical designation.** ~~commented that she believes the historical designation of the City Hall would cost too much and they are not sure what is going to be done with the building.~~

Councilman VanAllsburg commented that a use should be defined for the building before an historical designation is sought.

Councilman Monroe commented that keeping the building **maintained should be considered.** ~~will cost too much in maintenance.~~

Council concurred to have the Mayor work on the historical designation.

11. Staff Reports

11a. City Manager:

Manager Hitchcock submitted a written report and added that she is meeting with Emily Sutton-Smith of the Williamston Theatre to discuss funding since receiving an attorney opinion from Timothy Perrone.

The Parks and Recreation Commission have requested proposals to clear the island vegetation.

11b. City Attorney:

No report.

11c. Treasurer:

A financial printout for July was provided for Council review.

11d. WWTP:

A written report was provided for Council review.

13. Audience Participation:

Joe Eiffert thanked the Police Chief for the speed limit sign on S. Putnam Street but added that it was intended for N. Putnam Street.

Robert St. John commented that the ArtFest did a great job and was well done.

14. Councilmember Comments:

Councilman VanAllsburg reported that Flap is the last theatre production of the season. He added that ArtFest was very good and the aesthetics of the island need to be improved. He suggested having some manicured and some wild.

Councilmember Hyne commented that the ArtFest and Police and Kids Golf Scramble were great.

Councilman Monroe announced that he is taking his home off the market and will be running for Council again.

15. Adjournment:

Motion by **Hanna**, second by **Grossman**, to adjourn. **Motion passed by voice vote.**

Meeting Adjourned at 9:11 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: _____