

**CITY OF WILLIAMSTON  
CITY COUNCIL  
OCTOBER 27, 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, Mayor Pro-tem John Pratt, Council Members Michael Moody, Traci Smith, Scott VanAllsburg, and Ken Zichi. Absent: Carmen Siciliano (arrived at 7:02 p.m.)

Also Present:

City Manager/Clerk Lisa Hitchcock, City Attorney Bonnie Toskey, Police Chief Mark Hetfield, Community Development Director Michelle Aniol, JFM Productions, citizens Brooke Locke, Larry Wittrup, Bruce Johnston, Terri Campbell, Paul and Dawn Marie Joseph, Bruce Russell, Terry Burke, John Donohoe, Scott Jenkins, Steve Eyke, and other members of the public.

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

**4. Approval of Agenda:**

Motion by **Pratt**, second by **Smith**, to add item 9q. ???, tabling 9d. and 9o. and moving 9n. to 9a. on the agenda. **Motion passed by voice vote with Zichi voting no.**

**5. Audience Participation:**

Larry Wittrup, 414 S. Circle Dr. reported on the island cleanup status, future plans and thanked everyone involved.

Scott Jenkins, 2391 Forest Oak Trail, announced that he is running for the State Board of Education and gave some of his background information for the public to consider.

Bruce Russell, 1242 Berkshire Drive, asked Council to consider Plymouth Landing when making decisions regarding Williamston Road development.

Melanie Schall, 3150 N. Williamston Road, expressed her disagreement with comments made by Councilman Pratt at the October DDA meeting regarding the DDA Chairman's facebook page and believes it violates the Chairman's right to free speech.

**6. Council Minutes of October 13, 2008:**

On page 6, change "Hirsha" to "Hurshman"

On 9l. release of attorney client privilege letter the mayor asked for Zichi's comments to be made a part of the minutes.

On page 4, item 8. change 'the results' to 'McKenna Associates evaluation', 6 lines down change 'they' to 'McKenna Associates' and the last line change 'be' to 'not include'.

Motion by **Zichi**, second by **VanAllsburg**, to table the October 13, 2008 minutes until the next meeting.  
**Motion passed by voice vote.**

**7. Accounts Payable:**

Siciliano reported that the accounts payable totaled \$129,681.41 with reference numbers 55673-55737.

Motion by **Siciliano**, second by **Smith**, to approve the accounts payable as presented, reference numbers 55673-55737. Yes: VanAllsburg, Zichi, Hyne, Moody, Pratt, Siciliano, Smith. No: None. **Motion passed.**

**8. Ingham County Housing Commission Public Hearing to Review a Grant Application for a Downtown Rehabilitation Program:**

Motion by **Smith**, second by **Moody**, to go into the public hearing to review a grant application for a Downtown Rehabilitation Program. Yes: Zichi, Hyne, Moody, Pratt, Siciliano, Smith, VanAllsburg. No: None. **Motion passed.**

Mayor Hyne opened the public hearing at 7:31 p.m.

Roll Call: Hyne, Moody, Pratt, Siciliano, Smith, VanAllsburg, Zichi. Absent: None.

Bruce Johnston reported that a business owner has submitted an application for a MSHDA grant.

Barb Vandenberg commented that she has seen the renovations and affects of the MSHDA grants in Mason and explained that they have had a very positive affect on Mason's business and aesthetics.

A resident asked about the guidelines.

Bruce Johnston answered that he can provide the guidelines to him.

Mayor Hyne and Councilman Moody thanked the Ingham County Housing Commission.

Councilman Zichi commented that he is glad to see the program and gave an example of how it helped preserve a building in downtown Williamston in the 1980's.

Mayor Hyne closed the public hearing at 7:39 p.m.

Motion by **Moody**, second by **VanAllsburg**, to close the public hearing. Yes: Hyne, Moody, Pratt, Siciliano, Smith, VanAllsburg, Zichi. No: None. **Motion passed.**

**9. Action Items**

**9a. Appointment of Paul Joseph to the EDC/TIFA – term to expire 6/30/2014:**

Motion by **Pratt**, second by **VanAllsburg**, to confirm the Mayor's appointment of Paul Joseph to the EDC/TIFA for a term to expire 6/30/14. Yes: Moody, Pratt, Siciliano, Smith, VanAllsburg, Zichi, Hyne. No: None. **Motion passed.**

**9b. Return of Deposit for Fire Hall:**

Motion by **Pratt**, second by **Moody**, to allow Mr. Lounsbury and the realtor to speak. **Motion passed by voice vote.**

No comments were made.

Motion by **Smith**, second by **Pratt**, to return the deposit for the fire hall purchase to Mr. Lounsbury. Yes: Siciliano, Smith, VanAllsburg, Zichi, Hyne, Moody, Pratt. No: None. **Motion passed.**

**9c. RFP/RFQ for 109/115 E Grand River Avenue:**

Steve Eyke showed a power point presentation for the RFP/RFQ for 109/115 East Grand River Avenue. The presentation outlined the history and future plans for the building.

Motion by **Zichi**, second by **VanAllsburg**, to go ahead with the development partnership and reconvene the RFP Committee to work with them. Yes: VanAllsburg, Zichi, Hyne, Moody, Pratt, Siciliano, Smith. No: None. **Motion passed.**

The Committee will continue to consist of members Zichi, VanAllsburg, and Siciliano.

**9d. Identity Theft Prevention Program Policy:**

Motion by **Moody**, second by **Zichi**, to approve the identity theft prevention program policy as presented. Yes: Zichi, Hyne, Moody, Pratt, Siciliano, Smith, VanAllsburg. No: None. **Motion passed.**

**9e. 2<sup>nd</sup> Reading of Ordinance #309 Rollins Quick Lube Rezoning:**

Motion by **Siciliano**, second by **VanAllsburg**, to approve the second reading of Ordinance #309 Rollins Quick Lube Rezoning as presented. Yes: Hyne, Pratt, Siciliano, Smith, VanAllsburg, Zichi. No: Moody. **Motion passed.**

**9f. 2<sup>nd</sup> Reading Zoning Ordinance Text Amendments #310:**

Add in Section 15.3.43.3 "in accordance with the current Lighting Ordinance".

Motion by **Siciliano**, second by **VanAllsburg**, to approve the second reading of Ordinance #310 Zoning Ordinance Text Amendments as amended with the addition of "in accordance with the current Lighting Ordinance" to section 15.3.43.3. Yes: Moody, Pratt, Siciliano, Smith, VanAllsburg, Zichi, Hyne. No: None. **Motion passed.**

**9g. 1<sup>st</sup> Reading Planning Commission Ordinance #311:**

Council discussed the option of allowing the Planning Commission to have two meetings a month and the Council's previous actions regarding the Planning Commission Ordinance.

Motion by **Pratt**, second by **Moody**, to table the Planning Commission Ordinance #311 be tabled until further notice. Yes: Hyne, Moody, Pratt, Siciliano, Smith, Zichi. No: VanAllsburg. **Motion passed.**

**9h. Speed Limit Strictly Enforced Signs on N. Putnam St.:**

Motion by **Pratt**, second by **Moody**, have speed limit strictly enforced signs installed on North Putnam and also on East and West Grand River Avenue. **Motion passed by voice vote.**

**9i. Resolution Establishing Redevelopment Project Area in the DDA District:**

Motion by **Pratt**, second by **Moody**, to allow Mr. Joseph to speak. **Motion passed by voice vote.**

Motion by **VanAllsburg**, second by **Moody**, to allow Mr. Joseph to speak. **Motion passed by voice vote.**

Paul Joseph commented that he would prefer to be considered under the second proposal to establish a redevelopment district.

Motion by **Moody**, second by **Siciliano**, to allow Paul Joseph to speak. **Motion passed by voice vote.**

Council discussed creating a single district.

Motion by **Moody**, second by **Pratt**, to allow Mr. Joseph to speak. **Motion passed by voice vote.**

Paul Joseph commented that he was advised by the Liquor Control Commission that the Council can decide what the district is.

Motion by **Siciliano**, second by **Zichi**, to table items 9i., 9j., and 9k., pending a meeting between Mr. Joseph, Director Aniol, Manager Hitchcock, and Liquor Control Commission Representatives to clarify our ability to decide what the district is. **Motion passed by voice vote.**

**9j. Resolution Establishing Redevelopment District on N. Williamston Road:**

Tabled.

**9k. Gracie's Place, LLC Recommendation for Liquor License:**

Tabled.

**9l. Engineering Contract for River Crossing Sewer Replacement:**

Motion by **Zichi**, second by **VanAllsburg**, to accept the proposal from c2ae for the design and investigation necessary for the river crossing leading to the waste water treatment plant with the costs as outlined in the documentation provided. Yes: Pratt, Siciliano, Smith, VanAllsburg, Zichi, Hyne, Moody. No: None. **Motion passed.**

**9m. Engineering Contract for Water Main Replacement:**

Motion by **Zichi**, second by **Siciliano**, to accept the proposal dated 8-5-08 in an amount not to exceed \$18,000 for water main replacement with c2ae for design and construction phases of the water main replacement on Fuller, McCauley, Irving, and Bismark Streets. Yes: Siciliano, Smith, VanAllsburg, Zichi, Hyne, Moody, Pratt. No: None. **Motion passed.**

**9n. Set a Special Meeting to Perform the City Manager Evaluation:**

Motion by **Zichi**, second by **Siciliano**, to set a special meeting on November 19 at 7:00 p.m. to perform the City Manager evaluation. **Motion passed by voice vote.**

**9o. Letter from City Attorney Regarding Use of City Logo:**

Council discussed asking Tim Grossman to discontinue use of the City logo and having the logo copyrighted.

Motion by **Moody**, second by **Pratt**, to ask for a letter from the City Attorney addressing the use of the City logo. **Motion passed by voice vote.**

Motion by **Pratt**, second by **Moody**, to send a letter to Tim Grossman, Chair of the DDA asking him to not use the City logo on his Facebook page. Yes: Hyne, Moody, Pratt, VanAllsburg. No: Zichi, Siciliano, Smith. **Motion passed.**

## **10. Discussion Items**

### **10a. Amendments to Rules of Procedure - Committees :**

Manager Hitchcock reported that the information is the same as the last meeting and added that the amendment specifies that each committee will appoint a chair at their first meeting.

Council discussed attendance of other Council members at the committee meetings and postings for these meetings.

### **10b. Purchase of 627/633 E Grand River Ave (Old Fire Hall) for Use as Police Department:**

Motion by **Pratt**, second by **Moody**, to table the discussion of the use of 627/633 for the use of a police department. **Motion passed by voice vote.**

### **10c. Williamston Road Funding – Status & Schedule of Tri-County Meetings – Update on Any Grants Being Pursued:**

Mayor Hyne commented that she has concerns about the condition of Williamston Road from the highway into town and asked for the status of possible grants to improve the road.

Manager Hitchcock responded that there will not be any information available until November.

Council discussed what has been done in previous years and the last time grants have been pursued.

### **10d. Study/Plan regarding the City's Water Issues:**

Manager Hitchcock reported that she has not received a response from c2ae regarding the study/plan regarding the City water issues. The engineers will be invited to the next Council meeting.

## **12. Staff Reports**

### **12a. City Manager:**

Manager Hitchcock encouraged everyone to vote Tuesday, November 4.

### **12b. City Attorney:**

Attorney Toskey pointed out the pro-rate stipulation that is paid monthly upon completion of that phase of work in both of the c2ae contracts.

### **12c. Treasurer:**

A budget printout was submitted for Council review.

## **13. Audience Participation:**

Brooke Locke, 519 East Riverside, commented he is encouraged by the Council pursuing the RFP/RFQ. He also commented on the legislation regarding the Planning Commission. He encouraged Council members to watch themselves on the cable channel to see the perception of other people.

Bruce Russell, 1242 Berkshire Dr., thanked the Council for their time and efforts. He also thanked them for taking the concern of residents in the community into account. He questioned the water plan improvements. He thanked the Police Department for their increased presence throughout the community.

## **14. Council Member Comments:**

Councilman Zichi congratulated John Lepard and Emily Sutton-Smith on their marriage.

Councilman Moody thanked Brooke Locke for his suggestion.

Councilman Siciliano encouraged people to go to the Boy Scout Haunted House and thanked Director Aniol and Manager Hitchcock for helping the Boy Scouts with where they can put the haunted house and storage for next year.

Councilmember Smith questioned where people would be voting for this election.

Councilman Pratt thanked the volunteers for helping with the island cleanup and announced that the Parks & Recreation will have a workshop on October 29 at 5pm. He asked the Attorney if the Mayor can remove an individual on a board for objectionable comments.

Mayor Hyne expressed appreciation to the volunteers that helped with the island cleanup. She added that the Lion's Club and Garden Club will be selling wreaths and garlands, and she had the opportunity to help the Garden Club pull up the flowers in preparation for winter. She congratulated Odyssey Award winners Mitch Lutzke and Anne Wade. She added that she is still in communication with CBS regarding Williamston.

**15. Closed Session – 2 Attorney-Client Privilege Letters and City Manager's Evaluation (Upon Request of City Manager):**

Motion by **Pratt**, second by **VanAllsburg**, to go into closed session to discuss two attorney-client privilege letters and the City Manager evaluation per the request of the City Manager. Yes: VanAllsburg, Zichi, Hyne, Moody, Pratt, Siciliano, Smith. No: None. **Motion passed.**

\*Closed Session started at 11:18 p.m.

Motion by **Pratt**, second by **Zichi**, to return to open session. **Motion passed by voice vote.**

Closed Session ended at 12:22 a.m.

**16. Adjournment:**

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

**\*Meeting Adjourned at 12:23 a.m.**

Respectfully Submitted by: \_\_\_\_\_  
Lisa K. Hitchcock, City Clerk/Manager

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

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