

**CITY OF WILLIAMSTON  
CITY COUNCIL  
SEPTEMBER 28, 2009  
REGULAR MEETING MINUTES**

**1. Call To Order:**

The meeting was called to order at 7:09 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 Carmen Siciliano, Traci Smith, and Ken Zichi.  
Absent: Michael Moody (arrived at 8:30), John Pratt, and Scott VanAllsburg.

Also Present:

City Manager Tim Allard, City Clerk Holly Thompson, City Attorney Bonnie Toskey, Police Chief Mark Hetfield, Community Development Director Michelle Aniol, C2AE Engineer Kevin Feuka, *Enterprise* Reporter Brad Ritter, ACI Finance Representative Tom Traciak, and citizens Howard Dahlstrom, Malcolm McKinnon, and Terri Campbell.

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

**4. Approval of Agenda:**

Move the discussion items up before the action items and add 9e. Video recording of the meetings, and 10g. Professional Services to include contract with ACI Finance & Miller, Canfield Paddock, and Stone.

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

**5. Audience Participation:**

Malcolm McKinnon commented that he learned that a letter that he sent regarding pawn broker licensing was included in the packet as information received. He thanked the City for addressing the issue promptly and asked who he should be dealing with on the issue.

Mayor Hyne answered that he should contact the City Manager.

Howard Dahlstrom commented that he is representing the Chamber of Commerce and is available to answer any questions regarding the bandshell.

**6. Cliff Hart Proclamation:**

This was deferred until the next meeting.

**7. Council Minutes of August 10, 2009, August 24, 2009, and Special Minutes of September 19, 2009:**

On page 14, second to last line change "?????" to "(inaudible recording)" and on page 16 insert the recess and reconvene information.

Motion by **Siciliano**, second by **Zichi**, to approve the Council minutes of August 10, 2009 as amended. **Motion passed by voice vote.**

Motion by **Siciliano**, second by **Smith**, to approve the minutes of August 24, 2009 as presented. **Motion passed by voice vote.**

Council asked the City Clerk to determine who was present at the special meeting and adjust the "also present" section.

**8. Accounts Payable:**

The accounts payable totaled \$163,989.68 with reference #'s 57004-57146.

Motion by **Siciliano**, second by **Smith**, to approve the accounts payable as presented, reference #'s 57004-57146. Yes: Hyne, Siciliano, Smith, Zichi. No: None. **Motion passed.**

**9. Discussion Items**

**9a. Update on Salt Storage facility needs:**

Manager Allard reported that the purchase of the CSX property is nearly complete and the phase one and two environmental assessments have been completed. He explained that there was contamination of sodium chloride found during the soil borings at the salt storage site from salt spilling onto the ground. He stated that the contamination will not affect the water supply. Mr. Allard explained that the operation is inefficient and the City will need to commit to not increasing the contamination. It would be \$20,000 to fix the current storage shed, but he is looking into alternatives.

**9b. Update on I-96 Industrial Park – Progress Court project:**

Manager Allard updated the Council on the progress of the construction project in the I-96 Industrial Park. He stated that there have been a few change orders that have come up to address unforeseen issues in the installation of the water main and building the roads. He has held meetings with the affected property owners to inform them of the project and the subsequent interruptions in service.

**9c. Update on Hickory Lane:**

Manager Allard reported that the School Board approved the property easement for the turn around. The 'no parking' signs will be put back up when the construction is finished and all driveways should remain open during the project.

**9d. Update on R&R Fence Co.:**

Manager Allard reported that Rob Couturier is confident that he will be able to finish the fence project by October 15<sup>th</sup>. Mr. Couturier informed him that the wrong color fence was sent and he had to send it back which has caused more delays in the project.

**9e. Video Taping Meetings:**

The Mayor called a five minute recess at 8:03 p.m.

The meeting reconvened at 8:09 p.m.

Clerk Thompson reported that Mr. Lutzke has offered to assist in buying equipment to record the Council meetings and did not recommend having a student record the meetings. This will be on the next agenda for action.

## 10. Action Items

### **10a. Ratification of cancelled September 14<sup>th</sup> Regular City Council Meeting:**

Moody arrived at 8:30 p.m.

Motion by **Moody**, second by **Siciliano**, to amend the agenda to add item 10i. Professional Services to include contract with ACI Finance and Miller, Canfield, Paddock, and Stone. **Motion passed by voice vote.**

Motion by **Moody**, second by **Siciliano**, to amend the agenda to add item 15. Closed Session- lease of property located within the City limits. **Motion passed by voice vote.**

Motion by **Siciliano**, second by **Zichi**, to recognize Terri Campbell. **Motion passed by voice vote.**

Motion by **Smith**, second by **Siciliano**, to ratify the cancellation of the September 14<sup>th</sup> Regular City Council meeting. Yes: Moody, Siciliano, Smith, Hyne. No: Zichi. **Motion passed.**

### **10b. Request to affirm grant application for tree planting in McCormick Park:**

Motion by **Moody**, second by **Siciliano**, to affirm the grant application for tree planting in McCormick Park as presented. **Motion passed by voice vote.**

### **10c. Recommendation of Mayor to approve, in concept, the 6-year Capital Improvement Program presented at the 9/19/09 Special Meeting of the City Council, and to refer the CIP to the Planning Commission for review and recommendations back to the Council:**

Motion by **Smith**, second by **Moody**, to approve in concept the six year Capital Improvement Plan as presented and refer it to the Planning Commission for review and recommendations back to the City Council. Yes: Siciliano, Smith, Zichi, Hyne, Moody. No: None. **Motion passed.**

### **10d. Budget amendment requested for Band Shell improvements in McCormick Park:**

Motion by **Moody**, second by **Siciliano**, to approve the budget amendment for the bandshell from the Capital Outlay department in the amount of \$33,000 to complete the construction of the bandshell with the offset of \$4,000 in donations in the revenues section. Yes: Smith, Hyne, Moody, Siciliano. No: Zichi. **Motion passed.**

### **10e. Recommendation to award electrical services contract to Mack Electric for electrical services pertaining to the Band Shell:**

Motion by **Siciliano**, second by **Moody**, to approve the bid from Mack Electric in the amount of \$4,500 as presented for electrical work in the bandshell. Yes: Hyne, Moody, Siciliano, Smith. No: Zichi. **Motion passed.**

**10f. Recommendation to approve a C2AE professional services proposal to prepare a preliminary engineering report and an environmental report that will enable the City to submit USDA Rural Development Loan Application for water and wastewater improvements:**

Motion by **Moody**, second by **Siciliano**, to approve a C2AE professional services proposal to prepare a preliminary engineering report and an environmental report that will enable the City to submit a USDA Rural Development Loan Application for water and wastewater improvements in an amount not to exceed \$37,500 as presented. Yes: Zichi, Hyne, Moody, Siciliano, Smith. No: None. **Motion passed.**

**10g. Consideration of resolution in support of the Michigan Green Communities Challenge:**

Motion by **Smith**, second by **Zichi**, to table the resolution for Michigan Green Communities Challenge until the next meeting. **Motion passed by voice vote.**

**10h. Recommendation of Mayor providing for a non-voting City Council student representative:**

Motion by **Moody**, second by **Siciliano**, to adopt the recommendation to provide for a non-voting City Council student representative. Yes: Moody, Siciliano, Smith, Zichi, Hyne. No: None. **Motion passed.**

Manager Allard and Mayor Hyne will work with the school to find a suitable student.

**10i. Professional Services to include contract with ACI Finance and Miller, Canfield, Paddock, and Stone:**

Motion by **Moody**, second by **Siciliano**, to approve the contract with ACI Finance in the amount of \$15,000 per bond issue and the contract with Miller, Canfield, Paddock, and Stone in the amount of \$19,500 for water and \$17,200 for sewer as a limit, with a subsequent proposal to be give at the next meeting for water treatment plant services. Yes: Siciliano, Smith, Zichi, Hyne, Moody. No: None. **Motion passed.**

**12. Staff Reports**

**12a. City Manager:**

Manager Allard reported that the McCormick Park grant is on track, the plans for North Williamston Road are moving along, and the 109/115 East Grand River Avenue building addition in the back of the building is scheduled to be demolished within three weeks. The McCormick Park play structure is in the process of being repaired. He had speaking events at the Chamber Luncheon and Rotary meeting and took his grandsons to see the Art Prize event in Grand Rapids.

**12b. City Attorney:**

No report.

**12c. Community Development Director:**

A written report was provided for Council review.

**12d. Treasurer:**

A budget printout was submitted for Council review.

**12e. Police Chief:**

Chief Hetfield submitted monthly statistics for Council review.

**12f. Building Department:**

A written report was submitted for Council review.

**13. Audience Participation:**

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

**14. Council Member Comments:**

Councilman Zichi thanked the Council for their kind wishes regarding his mother's health.

Councilman Siciliano expressed his condolences to Jim Gilhouse's family.

Councilman Moody commented that he appreciates the hard work of staff.

Mayor Hyne commented that Mr. Gilhouse was a wonderful neighbor and person and will be missed. She also expressed her sadness at the loss of Ken Whelton who was also a signature member of the community. She stated that she attended the Rotary and Manager Allard represented the City well. She also commented that the Homecoming Parade went well and there will be a soccer field dedication on October 3<sup>rd</sup>.

**15. Closed Session- lease of property located within the City limits:**

Motion by **Moody**, second by **Zichi**, to go into closed session to discuss the lease of property located within the City limits. Yes: Zichi, Hyne, Moody, Siciliano, Smith. No: None. **Motion passed.**

Council recessed at 10:26 p.m.

Council reconvened at 10:31 p.m.

Closed Session started at 10:31 p.m.

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

Closed Session ended at 10:51 p.m.

**Action on Closed Session:**

No action was taken on closed session.

**16. Adjournment:**

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

**\*Meeting Adjourned at 10:51 p.m.**

Respectfully Submitted by: \_\_\_\_\_  
**Holly M. Thompson, City Clerk**

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**Michelle A. Hyne, Mayor**

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