

**CITY OF WILLIAMSTON
CITY COUNCIL
JANUARY 9, 2012
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 James DeForest and the Pledge of Allegiance was recited.

3. Roll Call:

Mayor James DeForest, Mayor Pro-tem Michael Moody, Council members Sandy Whelton, Randy Pail, Ben Stiffler, Scott VanAllsburg, and Michelle Van Wert. Absent: None.

Also Present:

City Manager Tim Allard, City Clerk Holly Thompson, City Attorney Timothy Perrone, Police Chief Bob Young, City Engineer Scott DeVries, Treasurer Alan Dolley, Community Development Director Greg Milliken, Auditor Derek Hall, C2AE Representative Maureen Wegener, JFM Productions, *Enterprise* Reporter Ken Palmer, and citizens Marlene Epply, Pete Porciello, Pat Pixley, W Harrison Smith, Dave Groop, Terri Campbell, David Pierson, John Bisard, Cindy Smith, and other members of the public.

4. Approval of Agenda:

Remove item 16. Closed Session.

Motion by **VanAllsburg**, second by **Moody**, to approve the agenda as amended by removing item 16. Closed Session. Yes: Moody, Pail, DeForest, VanAllsburg, Whelton. No: Stiffler, Van Wert. **Motion passed.**

5. Audience Participation:

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

6. Presentation by Jack Helder of Williamston Library Foundation library plan:

Jack Helder went through a PowerPoint presentation with the Council to inform them of the Library Foundation's plans to build a new library. A copy of the PowerPoint presentation was distributed to Council. Mr. Helder went over the current statistics of the library and how it is used. He explained the future plans for building a new library, how they plan to go about funding, and the layout of the proposed library.

7. State Auditor Presentation Annual City Audit for FY ending 6/30/11:

State Auditor Derek Hall presented the City Audit for fiscal years 2010/2011. A copy of the audit was supplied to the City Council, staff, and public for review.

8. Council Meeting Minutes of November 28, 2011, December 12, 2011, & Special Minutes of December 5, 2011, December 19, 2011, & January 4, 2011:

Motion by **Pail**, second by **Moody**, to approve the November 28, 2011 Council Minutes as presented. **Motion passed by voice vote.**

On page 1, under Also Present, change 'Whelton', to 'Palmer' in the first line.

Motion by **Pail**, second by **VanAllsburg**, to approve the special Council minutes of December 5, 2011 as amended. **Motion passed by voice vote.**

On page 5, 11 lines down, change 'representative' to 'board representatives'.

Motion by **VanAllsburg**, second by **Moody**, to approve the December 12, 2011 Council minutes as amended. **Motion passed by voice vote.**

Motion by **Pail**, second by **Whelton**, to approve the special Council minutes of December 19, 2011 as presented. **Motion passed by voice vote.**

Motion by **Moody**, second by **Van Wert**, to approve the special Council minutes of January 4, 2012 as presented. **Motion passed by voice vote.**

9. Accounts Payable:

The accounts payable totaled \$449,190.11 with reference #'s 60529-60620.

Motion by **VanAllsburg**, second by **Moody**, to approve the accounts payable as presented, reference #'s 60529-60620. Yes: DeForest, VanAllsburg, Whelton, Van Wert, Moody, Pail, Stiffler. No: None. **Motion passed.**

10. Action Items

10a. 1st Reading of proposed Zoning Ordinance Amendment affecting property at 2 Industrial Park Drive requested by D&G Equipment:

Motion by **Pail**, second by **Van Wert**, to approve the first reading of the Zoning Ordinance amendment affecting property at 2 Industrial Park Drive requested by D&G Equipment. **Motion passed by voice vote.**

10b. Proposal from parental group to make Improvements to U14 Baseball Field:

Motion by **Pail**, second by **Van Wert**, to approve up to \$2,000 to reimburse the parental group for materials out of the Williamston Community Youth Recreation Account. Yes: Whelton, Van Wert, Moody, Pail, Stiffler, DeForest, VanAllsburg. **Motion passed.**

10c. Health Savings Account- Section 125:

Motion by **Moody**, second by **Pail**, to amend the City of Williamston IRS section 125 Cafeteria Plan to include both employer and employee contributions to the Health Savings Account as qualified contributions under IRS section 125. Yes: Van Wert, Moody, Pail, Stiffler, DeForest, VanAllsburg, Whelton. No: None. **Motion passed.**

10d. Appointment of Alan Dolley as Acting City Manager, effective 01/16/12:

Motion by **Pail**, second by **Whelton**, to appoint Alan Dolley as Acting City Manager effective January 16, 2012 at the current City Manager salary plus \$500 per week for the Treasurer job. Yes: Moody, Pail, Stiffler, DeForest, VanAllsburg, Whelton, Van Wert. No: None. **Motion passed.**

10e. Recommendation on Medical Marijuana Committee:

Motion by **Pail**, second by **Moody**, to direct the Planning Commission to consider the prohibition approach to the Medical Marijuana Ordinance and hold a public hearing as recommended by the Medical Marijuana Committee. Yes: Pail, Stiffler, DeForest, Whelton, Van Wert, Moody. No: VanAllsburg. **Motion passed.**

Motion by **Pail**, second by **Moody**, to direct the City Attorney to draft an ordinance amendment for Council to consider as a first reading to extend the medical marijuana moratorium by 60 days. **Motion passed by voice vote.**

10f. Community Center Building Improvement Recommendations:

Motion by **Van Wert**, second by **Stiffler**, to move forward with regards to Mr. Gales' report and have the current City Manager/Acting City Manager come up with a dollar amount to address this immediately and authorize up to \$10,000 for repairs and have the costs provided by the next meeting and to make contact this week with the contractors lined up by the end of the month and immediately address the electrical issues with the hot fixtures turned off and to waive the bid requirements. Yes: Stiffler, Van Wert. No: DeForest, VanAllsburg, Whelton, Moody, Pail. **Motion failed.**

Motion by **Pail**, second by **VanAllsburg**, to approve the current/acting City Manager spending up to \$10,000 to address the items listed in the memo dated 12/19/11 included in the packet with the electrical and egress issues being a priority and addressed first with updates given at the next meeting and the bid requirements being waived. Yes: Pail, Stiffler, DeForest, VanAllsburg, Whelton, Moody. No: Van Wert. **Motion passed.**

10g. Council Appointments:

Motion by **Van Wert**, second by **Moody**, to appoint Councilman Pail as the EDC/TIFA representative with Councilmember Van Wert as the alternate. **Motion passed by voice vote.**

Motion by **Van Wert**, second by **Stiffler**, to appoint Councilman VanAllsburg as the Planning Commission alternate. **Motion passed by voice vote.**

Motion by **Van Wert**, second by **Moody**, to appoint Councilman VanAllsburg to the Cemetery Board with Councilman Moody as the alternate. **Motion passed by voice vote.**

Motion by **Van Wert**, second by **VanAllsburg**, to appoint Councilman Moody to NIESA with Councilmember Whelton as alternate. **Motion passed by voice vote.**

Motion by **Moody**, second by **Van Wert**, to appoint Councilmember Van Wert to the Parks and Recreation Commission with Councilman VanAllsburg as the alternate. **Motion passed by voice vote.**

Motion by **Stiffler**, second by **Moody**, to appoint Mayor DeForest as Legislative Director with Councilmember Van Wert as alternate. **Motion passed by voice vote.**

Motion by **Van Wert**, second by **Moody**, to appoint Councilman VanAllsburg to Accounts

Payable review with Mayor DeForest as alternate. **Motion passed by voice vote.**

10h. Appointment of Pat Pixley to Downtown Development Authority for a term to expire 06/30/14:

Motion by **Van Wert**, second by **VanAllsburg**, to appoint Pat Pixley to the Downtown Development Authority for a term to expire 06/30/14. **Motion passed by voice vote.**

10i. Appointment of John Pratt to the Parks & Recreation Commission for a term to expire 06/30/14:

Motion by **VanAllsburg**, second by **Whelton**, to table the appointment of John Pratt to the Parks and Recreation Commission until the next meeting. **Motion passed by voice vote.**

10j. Reappointment of Charles Keiser to Board of Review for a term to expire 01/01/15:

Motion by **Van Wert**, second by **Moody**, to re-appoint Charles Keiser to the Board of Review for a term to expire 01/01/15. **Motion passed by voice vote.**

10k. City Manager Selection Process:

Motion by **Pail**, second by **Van Wert**, to set a special meeting for Tuesday, January 24, 2012 at 6pm with the agenda to include the City Manager Selection Process. **Motion passed by voice vote.**

11. Discussion Items

11a. DPW Elevator Street Site Update and Police Department optional locations:

Manager Allard reported there was a meeting held to discuss a bond the TIFA might pursue to fund the building updates at 781 Progress Court. They also discussed whether or not to also move the Police Department to the 781 Progress Court building. He encouraged Council to indicate whether or not they believe moving the Police Department with the DPW to the 781 Progress Court building would be something the Council wants to do. Manager Allard went over all the options for relocating the Police Department to other buildings like the Community Center, City Hall, or remaining at the 1500 building. He commented that Habitat for Humanity has expressed interest in buying the 1500 building.

Councilman VanAllsburg stated he feels the Police Department should not be moved to 781 Progress Court. He believes it should be moved to City Hall in the future.

Councilman Moody likes where they are now, but felt if they need to move it should be downtown and accessible to the public.

Councilmember Van Wert commented that she is concerned with the budget and being able to afford moving any of the departments anywhere.

Councilman Pail commented that the cheapest thing to do is keep it at the 1500 building for now.

Councilmember Whelton stated she would like to see better signage for the Police Department if they are to stay at the 1500 building. She also feels the Police do not have

enough storage space for their things.

Councilman Stiffler believes the cost of 2.5 million dollars to add onto City Hall is a ridiculous number. He would ultimately like to see the Police Department downtown.

13. Staff Reports

13a. City Manager:

Manager Allard provided the ongoing project list to Council. He has executed an agreement with Pitney Bowes for the postage machine. He also expressed his appreciation to the staff, Council, boards, commissions and community for their support. He feels they have accomplished a lot and will leave Williamston with very fond memories.

13b. Police Chief:

Chief Young stated that the Police Department has been very busy. He encouraged Council to read up on the Police happenings on Crimedat and in the Williamston Enterprise.

13c. City Attorney:

No report.

13d. Treasurer:

A budget printout was provided for Council review as well as the information regarding the Economic Vitality Improvement Program.

14. Audience Participation:

Marlene Epley of the Library Foundation Board has been working with Tim Allard, the former Mayor, and City Planners for the last 2 years and it has been a very positive experience and appreciates everything Tim Allard has done.

15. Council Member Comments:

Councilmember Whelton commented that when her husband retired he ended up going back to work afterwards as a consultant. She also thanked Clerk Thompson for preparing all the packets and agendas because she knows it is a lot of work.

Councilman Pail wished Manager Allard well and told the Clerk to keep up the good work.

Councilmember Van Wert commented that you just need to look around and see all that has been accomplished. She wished Manager Allard the best in his retirement.

Councilman Moody thanked Manager Allard for all he's done. He wishes he could stay forever, but wished him well in his retirement.

Councilman Stiffler thanked Barb Vandenberg for taking a picture of the City Hall lights and sending it into Channel 10. He thanked D&G for choosing Williamston as their headquarters. He asked for the closed session because he would like an update on what's going on with the lawsuits. He stated the 109 building is beautiful. He congratulated Manager Allard on his retirement.

Councilman VanAllsburg commented that the two best things that have happened to him on Council is Manager Allard coming and the 109 building.

Mayor DeForest commented that he felt this has been a very good meeting. He thanked Manager Allard for his service to the City.

16. Adjournment:

Motion by **Pail**, second by **Van Wert**, to adjourn. **Motion passed by voice vote.**

***Meeting adjourned at 10:30 p.m.**

Respectfully Submitted by: _____

Holly M. Thompson, City Clerk

James DeForest, Mayor

Date Approved: _____