

City Commission
March 20, 2017

Mayor Pro-Tem Hogenson called the regular meeting of the City Commission to order at 6:30 p.m.

Present: Commissioners Lynn Anderson, Tom Hogenson, Lorraine James, and Dan Rothstein; City Manager Mark Gifford; City Attorney Eric D. Williams; and City Treasurer Aaron Kuhn.

Absent: Mayor Warba

There were 35 people in the audience.

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA

APPROVAL OF MINUTES

Commissioner Anderson moved, seconded by Commissioner Rothstein that the minutes of March 6, 2017 regular meeting be accepted.

Yeas: Anderson, Hogenson, James, Rothstein

Nays: None

SPECIAL ORDERS OF THE DAY –

a. Introduction of Brynn Chesebro, Recreation Coordinator

Heather Bowman introduced Brynn Chesebro as the City's new part-time Recreation Coordinator/Farmer's Market Master. Ms. Chesebro has a Bachelor's degree in Recreation Management and a minor in Hospitality Administration and has worked for the City of Mt. Pleasant in their Recreation department. She took a 30-week internship in the State of Florida where she became their Youth Sports Specialist Programmer. She moved back to Michigan and worked for the Detroit Tigers Foundation before taking employment at the City of Big Rapids.

Ms. Chesebro is looking forward to using the resources that she has gathered through her experiences to enhance the quality of life in Big Rapids.

b. Oath of Office for Lindy Waite, Police Officer

Director Eddinger introduced Lindy Waite as the newest Police Officer. The Clerk gave Police Officer Waite the Oath of Office.

STUDY SESSION - None

PUBLIC COMMENT - none

PUBLIC HEARING

Public Hearing regarding the Special Assessment Roll for 2016/2017 Sidewalk Improvement Project was opened by Mayor Pro-Tem Hogenson at 7:00 p.m.

Mayor Pro-Tem Hogenson opened the floor for comments from the audience. There were no persons in the audience who spoke for or against the special assessment. There was no written or telephonic correspondence.

The public hearing was closed at 7:01 p.m.

The Commission took a 14-minute recess.

RESOLUTION NO 17-34

Commissioner Anderson moved, seconded by Commissioner Rothstein, the adoption of the following:

**RESOLUTION AWARDING BIDS FOR 2017 CONSTRUCTION
SEASON MAINTENANCE MATERIALS AND EQUIPMENT**

WHEREAS, the City of Big Rapids Department of Public Works maintains the streets within the City limits, which necessitates the need for maintenance materials, maintenance, rented equipment, and operational repairs, and

WHEREAS, annually, the City advertises for competitive pricing for a variety of maintenance materials and rental of equipment that the City does not own, but may need to complete projects or assist with unexpected emergency repairs, and

WHEREAS, bids were solicited for construction materials and equipment and attached are the bids and the offered price, and

WHEREAS, prices are good April 1, 2017 through December 31, 2017.

NOW, THEREFORE, BE IT RESOLVED, that the City Commission accept the attached bids with their offered price and that the equipment, maintenance and contracted services bid amounts may be utilized for other public works maintenance activities.

BE IT FURTHER RESOLVED, that the costs will be expensed to the following accounts:

Major Streets:	202-464-782.000
	202-464-801.000
Local Streets:	203-464-782.000
	203-464-801.000

Parks:	101-756-732.000
	101-756-801.000
Sidewalks, Alleys, & Storm Sewers:	101-442-782.000
	101-442-801.000
Sewage Transmission:	590-561-782.000
Water Transmission:	591-561-782.000
	591-561-801.000

Yeas: Anderson, Hogenson, James, Rothstein
 Nays: None
 The Mayor Pro-Tem declared the resolution adopted.
 Dated: March 20, 2017

RESOLUTION NO. 17-35

Commissioner James moved, supported by Commissioner Anderson, the adoption of the following:

**RESOLUTION ACCEPTING BIDS FOR
 THE SALE OF A 1998 DODGE DAKOTA SPORT
 TO JOHN WRIGHT**

WHEREAS, the City solicited bids to dispose of a 1998 Dodge Dakota Sport, and

WHEREAS, one bid was received, whereby staff is recommending the acceptance of the bid of John Wright, in the amount of \$1,051.00.

NOW, THEREFORE, BE IT RESOLVED, that the City Commission hereby accepts staff's recommendation for the disposal of a 1998 Dodge Dakota Sport, vin number 1B7FL22PXWS630855 in the amount of \$ 1,051.00.

BE IT FURTHER RESOLVED, that the \$ 1,051.00 from the sale of this vehicle be deposited into Account No. 661-000-693.000.

Yeas: Anderson, Hogenson, James, Rothstein
 Nays: None
 The Mayor Pro-Tem declared the resolution adopted.
 Dated: March 20, 2017

RESOLUTION NO. 17-36

Commissioner Anderson moved, supported by Commissioner Rothstein, the adoption of the following:

**RESOLUTION OF INTENT TO APPLY FOR
STATE FORMULA OPERATING ASSISTANCE FOR
FISCAL YEAR 2018 UNDER ACT NO. 51 OF THE
PUBLIC ACTS FOR 1951, AS AMENDED – DART**

WHEREAS, pursuant to Act No. 51 of the Public Acts of 1951, as amended (Act 51), it is necessary for the City of Big Rapids, (hereby known as THE APPLICANT) established under Act 279, to provide a local transportation program for the state Fiscal Year of 2018 (October 1, 2017 through September 30, 2018) and, therefore, apply for state financial assistance under provisions of Act 51; and

WHEREAS, it is necessary for the governing body (City of Big Rapids), to name an official representative for all public transportation matters, who is authorized to provide such information as deemed necessary by the State Transportation Commission or department for its administration of Act 51; and

WHEREAS, it is necessary to certify that no changes in eligibility documentation have occurred during the past state fiscal year; and

WHEREAS, the performance indicators have been reviewed and approved by the governing body (City of Big Rapids); and

WHEREAS, THE APPLICANT (City of Big Rapids), has reviewed and approved the proposed balance (surplus) budget, and funding sources of estimated federal funds \$111,611.00, estimated state funds \$231,103.00, estimated local funds \$89,586.00, estimated fare box \$75,000.00, estimated other funds \$96,000.00, with total estimated expenses of \$603,300.00.

NOW, THEREFORE, BE IT RESOLVED that THE APPLICANT (City of Big Rapids) hereby makes its intentions to provide public transportation services and to apply for state financial assistance with this annual plan, in accordance with Act 51; and

HEREBY, appoints Mark Gifford as the Transportation Coordinator, for all public transportation matters, who is authorized to provide such information as deemed necessary by the State Transportation Commission or department for its administration of Act 51 for 2018 (October 1, 2017 through September 30, 2018).

Yeas: Anderson, Hogenson, James, Rothstein

Nays: None

The Mayor Pro-Tem declared the resolution adopted.

Dated: March 20, 2017

I Tamyra K. Gillis, City Clerk of THE APPLICANT, (City of Big Rapids) having custody of the records and proceedings of THE APPLICANT (City of Big Rapids), does hereby certify that I have compared this Resolution No. 17-36 adopted by THE APPLICANT (City of Big Rapids) at the meeting of March 20, 2017 with the original minutes now on file and of record in the office and that this resolution is true and correct.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed seal of said City of Big Rapids this 21st day of March A.D. 2017.

Tamyra K. Gillis, City Clerk

RESOLUTION NO. 17-37

Commissioner Rothstein moved, supported by Commissioner Anderson, the adoption of the following:

**RESOLUTION EXCUSING MAYOR WARBA
DUE TO VACATION**

NOW, THEREFORE, BE IT RESOLVED, that the City Commission excuses Mayor Warba from the regular meeting of March 20, 2017 due to vacation.

Yeas: Anderson, Hogenson, James, Rothstein

Nays: None

The Mayor Pro-Tem declared the resolution adopted.

Dated: March 20, 2017

RESOLUTION NO. 17-38

Commissioner Anderson moved, seconded by Commissioner Rothstein, the adoption of the following:

**RESOLUTION DIRECTING CITY ASSESSOR TO PREPARE
SPECIAL ASSESSMENT ROLL
FOR 2016/2017 SIDEWALK IMPROVEMENT PROJECT**

WHEREAS, the Big Rapids City Commission held a public hearing on Monday, March 20, 2017, on the estimates and diagrams for the construction of sidewalk under the City of Big Rapids 2016/2017 Sidewalk Improvement Project, and;

WHEREAS, the City Commission deems it to be in the public interest to make said improvements at the properties identified in the City of Big Rapids Sidewalk Improvement Project and that the said improvements shall be special assessed upon each lot, premise and parcel of land abutting the public improvement proportionately to the improvement.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of Big Rapids, that said estimates and diagrams are hereby adopted and approved for said improvements under the 2016/2017 Sidewalk Improvement Project.

BE IT FURTHER RESOLVED, that the City Assessor or his/her designate is hereby directed to prepare a Special Assessment Roll for the improvements under the Sidewalk Improvement Project at the cost of \$5.00 per square foot for installation of four inch (4") thickness sidewalk, and \$5.75 per square foot for installation of six inch (6")

thickness sidewalk, and \$5.75 per square foot for installation of ramp, with 50% of the expense to be paid by the City of Big Rapids and 50% of the expense to be paid by special assessment by each property owner benefited, which will be levied in three (3) annual installments, and to deposit said Roll with the City Clerk for public examination thereof.

BE IT FURTHER RESOLVED, that the City Commission and City Assessor, or his/her designate, will meet and consider any objections to said Roll at 7:00 p.m. on Monday, April 3, 2017, in the Commission room of City Hall, 226 N. Michigan Avenue, and that notice of said hearing shall be given by first class mail at least ten (10) days prior to said hearing to each owner of property to be assessed.

Yeas: Anderson, Hogenson, James, Rothstein

Nays: None

The Mayor Pro-Tem declared the resolution adopted.

Dated: March 20, 2017

UNSCHEDULED BUSINESS

Commissioner Anderson noticed that on the corner of Elm and Michigan the ADA detectable warning pad had been removed all winter. Matt Ruelle stated that corner would be repaired as part of the sidewalk improvement program. There were several ADA detectable warning pads that were installed when the City did the Streetscape in 2010. The City has had major issues with the style that MDOT approved. Salt may be getting trapped underneath deteriorating the concrete to the point that the pads can be pulled up and out of the concrete. They have since stopped using that style of warning plates and have replaced them with ductile iron plates

There being no further business to come before the City Commission, the Mayor declared the meeting adjourned at 7:05 p.m.

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Mayor Pro-Tem Hogenson

Tamyra K. Gillis, City Clerk