

City Commission
August 3, 2015

Mayor Mark Warba 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; Mayor Mark J. Warba; City Attorney Eric D. Williams; and City Manager Steve Sobers.

Absent: None

There were 7 persons in the audience.

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA – None.

APPROVAL OF MINUTES

Commissioner Anderson moved, seconded by Commissioner Hogenson that the minutes of July 20, 2015 regular meeting be accepted with corrections.

Yeas: Anderson, Hogenson, James, Rothstein, Warba

STUDY SESSION

Mr. Steve Sobers spoke on the process for the Wastewater Treatment Plant improvements. There are four efficiency options that the operators can choose from to address the basic issues of treatment as well as an advantage on the ammonia issue. The four ways to treat ammonia are:

- Piping system – Allows for direct feed into the south digester. At low flow, it has the ability to reduce the volume of water in the gravity thickener so that detention time is reduced and overtreatment will not occur.
- Move the thickening pump – The pump feed line currently plugs up with material from the hopper, adding wear on the pump. If moved directly under the hopper, the thickened sludge will fall into the pump for more efficient movement of the material. The issue with priming the pump will be eliminated.

There are two important benefits to moving the thickening pump 1) If thicker sludge can be pumped to the storage tank, the City could save money by having less bio-solids to haul. 2) If the pump stops pumping, it can, and does, cause a plant upset that may affect the nitrification biology.

- Weir gate installations – Presently, the weir gates have to be manually adjusted, which makes them a safety issue. New gates would be on a screw mechanism that allows adjustment by easily spinning the adjustment wheel on top of the gate. These gates would allow for more accurate adjustment in a safe manner.

- Air valves – Currently, the computer only has one setting for air control and when the operators leave for the day; that setting is used all night. At night, flows change extensively and this can create an overabundance of oxygen. The SCADA computer system has the capacity of making air adjustment based on the dissolved oxygen readings.

Mr. Dave Cushway gave additional information on nitrification which is the breakdown of the concentration of ammonia in the wastewater. The DEQ is looking for ways to reduce the concentrations of ammonia in the City's wastewater discharge. One way to improve plant operation and nitrification is to implement the piping system, which will allow for greater flexibility in operating the two digesters plus another large tank called the gravity thickener.

These processes affect the main aeration process. If there was better control of the digesters and the gravity thickener it would be less likely to upset the plant and cause problems with the nitrification biology.

SPECIAL ORDERS OF THE DAY – None

PUBLIC COMMENT - None

PUBLIC HEARING - None

RESOLUTION NO. 15-75

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

**RESOLUTION AWARDED BID TO NORTHWEST KENT MECHANICAL FOR
WASTEWATER TREATMENT PLANT IMPROVEMENTS**

WHEREAS, the DEQ has instituted a phased requirement to study and modify the City's wastewater treatment plant's biological process in an effort to achieve "nitrification", and

WHEREAS, the City solicited bids for improvements to the Wastewater Treatment Plant, whereby two bids were received, with staff recommending that the bid of Northwest Kent Mechanical, Cedar Springs, MI be accepted in the amount of \$ 181,440.

NOW, THEREFORE, BE IT RESOLVED, that the City Commission accept the bid of Northwest Kent Mechanical, Cedar Springs, MI for Wastewater Treatment Plant Improvements in the amount of \$181,440.

BE IT FURTHER RESOLVED, that the cost be expensed from account number 598-560-977.950 (piping, pump, weir gate, and air valves).

Yeas: Anderson, Hogenson, James, Rothstein, Warba

Nays: None

The Mayor declared the resolution adopted.
Dated: August 3, 2015

Page 18 of the West Central agreement references City Council, this needs to be changed to City Commission. Mr. Griffith will send a corrected copy to the City Clerk.

RESOLUTION NO. 15-76

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

**RESOLUTION APPROVING UP-DATED MICHIGAN WORKS!
WEST CENTRAL CHARTER AND AGREEMENT**

WHEREAS, the City of Big Rapids originally entered into an agreement with Michigan Works! per Resolution No. 00-92, dated June 19, 2000, and

WHEREAS, currently the counties under the original agreement are Lake, Mason, Mecosta, Newaygo, and Osceola, and

WHEREAS, the attached agreement is being updated to add Oceana County.

NOW, THEREFORE, BE IT RESOLVED, that the City of Big Rapids agrees to the attached West Central Charter and Agreement of Michigan Works!.

BE IT FURTHER RESOLVED, that the City Commission authorize the Mayor and City Clerk to sign said agreement.

Yeas: Anderson, Hogenson, James, Rothstein, Warba

Nays: None

The Mayor declared the resolution adopted.

Dated: August 3, 2015

The property at 602 N. Fourth St. was purchased by the City from the DNR relating to the potential industrial development on the east side of town south of Wolverine World Wide. The property at 518 N. Fourth St. is a 15 ft. strip of property. Ms. Jean Schneidt was informed that 702 N. Fourth St. was in foreclosure whereby the City purchased this piece of property by Resolution No. 15-64, dated June 29, 2015. Jackson Street is currently being referred to the Planning Commission to be vacated. This would potentially give the City four pieces of property to sell.

RESOLUTION NO. 15-77

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

**RESOLUTION REFERRING TO THE PLANNING COMMISSION
A RECOMMENDATION OF DISCONTINUATION**

OF CITY OWNED PROPERTY AT 702 N FOURTH AVENUE

WHEREAS, whenever the City has property that may not be needed, the City Commission has asked the Planning Commission to review this excess property and make a recommendation on its disposition, and

WHEREAS, the City Commission authorized the purchase of 702 N. Fourth (Parcel No. 54-17-11-181-010) per Resolution No. 15-64, dated June 29, 2015, from the State of Michigan, and

WHEREAS, Jackson Street could be vacated to combine 702 N. Fourth Avenue with the recently declared surplus property of 602 and 518 N. Fourth Avenue to be marketed as a single parcel.

NOW, THEREFORE, BE IT RESOLVED, that the City Commission refer 702 N. Fourth (Parcel #54-17-11-181-010) to the Planning Commission for a recommendation on disposition.

Yeas: Anderson, Hogenson, James, Rothstein, Warba

Nays: None

The Mayor declared the resolution adopted.

Dated: August 3, 2015

Commissioner Hogenson commented that by looking at the map, it appears as though the homeowners of 704 N. Fourth are using Jackson Street as a driveway and a place to park. It was asked if this had been discussed with the homeowners of that property. It was decided that if referred, the Planning Commission could decide on what to do.

RESOLUTION NO. 15-78

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

RESOLUTION REFERRING TO THE CITY PLANNING COMMISSION A REQUEST TO VACATE JACKSON STREET

WHEREAS, the City recently purchased 702 N. Fourth Avenue from the State of Michigan and is referring this property to the Planning Commission for discontinuance as City owned property, and

WHEREAS, 702 N. Fourth Avenue is across Jackson Street from two previously recommended parcels for disposition (602 and 518 N. Fourth Avenue), and

WHEREAS, this short section of Jackson Street itself may not be needed by the City and could be proposed to be vacated, and

WHEREAS, the City Commission seeks a recommendation from the Planning Commission regarding how granting this request may or may not comply with Section 560.27 of the Michigan Land Division Act (pertaining to improving the health, welfare, comfort, and safety of citizens) and Section 34.54 of the Big Rapids Code of Ordinances (pertaining to whether real property is required by the City).

NOW, THEREFORE, BE IT RESOLVED, that the City Commission hereby refers the request to vacate Jackson Street to the Planning Commission for review and recommendation.

Yeas: Anderson, Hogenson, James, Rothstein, Warba

Nays: None

The Mayor declared the resolution adopted.

Dated: August 3, 2015

RESOLUTION NO. 15-79

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

RESOLUTION ON MAYORAL APPOINTMENTS TO BOARDS AND COMMISSIONS

BE IT RESOLVED, that the City Commission hereby confirms the following Mayoral appointment/recommendation:

ACT 345 BOARD

Greg Denny re-appointed to a full term ending July 2019

Yeas: Anderson, Hogenson, James, Rothstein, Warba

Nays: None

The Mayor declared the resolution adopted.

Dated: August 3, 2015

UNSCHEDULED BUSINESS

Commissioner James referred to the Manager's newsletter dated July 31, 2015 and asked for clarification regarding AeroMed. Mr. Sobers stated that the hospital as a whole has not been merged. The emergency helicopter flight service has been coordinated. AeroMed now owns North Flight. It is still a possibility that AeroMed will use the Big Rapids Airport.

The Mayor believes that the hospital may intend to use the Big Rapids airport on an "as needed basis" as opposed to positioning a helicopter there. The Mayor is open to hearing any suggestions on how to address plans to relocate the helicopter from Big Rapids to Traverse City. The City Attorney is currently reviewing the 20 year lease that the City entered into with AeroMed.

Kelly Quin, DBA Director, has expressed interest in creating some committees to go to different cities in an effort to recruit businesses for the vacant storefronts downtown. Mr. Sobers may want to invite a member or two from the Big Rapids Brownfield Redevelopment Authority to these committees.

Mayor Warba attended the Planning Commission meeting on July 29 to give suggestions regarding the bus tour that he took in April regarding to parking off alleys, locations of dumpsters and polycarts. The Planning Commission will be conducting Public Hearings regarding these matters.

Mayor Warba will not be able to attend the August 17th City Commission meeting. Commissioner Rothstein will be the Mayor Pro-Tem.

Mayor Warba read a card thanking the City Commission from recently retired City Clerk Roberta Cline.

There being no further business to come before the City Commission, the Mayor declared the meeting adjourned at 7:10 p.m.

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Mayor Mark J. Warba

Tamyra K. Gillis, City Clerk