

City Commission
March 21, 2016

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 Treasurer Aaron Kuhn.

Absent: None

There were 11 people in the audience.

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA –

APPROVAL OF MINUTES

Commissioner Hogenson moved, seconded by Commissioner Rothstein that the minutes of March 7, 2016 meeting be approved with corrections.

Yeas: Anderson, Hogenson, James, Rothstein, Warba

Nays: None

Commissioner Anderson moved, seconded by Commissioner Hogenson that the minutes of special meeting of March 15, 2016 meeting be approved.

Yeas: Anderson, Hogenson, James, Rothstein, Warba

Nays: None

SPECIAL ORDERS OF THE DAY -

a. Proclamation of Recognition for Jason VanderLaan. Mayor Warba presented the proclamation on behalf of Jason VanderLaan to Coach Tony Annese. Mayor Warba thanked Mr. Annese, his staff and players for everything that they do for the community and presented him with the Key to the City.

PROCLAMATION OF RECOGNITION

WHEREAS, the City of Big Rapids and Ferris State University will be always and forever linked in the minds of students, teachers and townspeople who follow college activities and,

WHEREAS, students attend school at Ferris that are destined to create a significant future for themselves and to proudly represent the values and character that they have learned by living in Big Rapids and attending Ferris State University, and

WHEREAS, Jason VanderLaan has distinguished himself in the annals of both Ferris State University and NCAA football history by:

- Winning the Harlan Hill trophy in two consecutive years
- Becoming the NCAA Division II National Scholar Athlete of the Year
- Obtaining the NCAA quarterback career rushing record of 5,953 yards
- Leading the Ferris Bulldog Football team for two undefeated regular seasons – the first time that has happened in 20 years in the NCAA
- Quarterbacking the Bulldogs to a #4 national ranking, and

WHEREAS, Jason VanderLaan has given back to the country and community by assisting in natural disasters in North Carolina, Florida and Alabama; and by supporting WISE and other local causes,

NOW, THEREFORE, the Big Raids City Commission honors Jason, not only for his achievements on the football field and for creating football memories in Big Rapids, but for his contributions to our Community.

Mayor Mark J. Warba

Commissioner Lyn Anderson

Commissioner Lorraine James

Commissioner Tom Hogenson

Commissioner Dan Rothstein

Presented this 21st day of March 2016

b. State Representative Phillip Potvin – State Representative Potvin complimented the Big Rapids community and schools for being so successful in the current challenging times. Mr. Potvin thanked the City and the water department for monitoring the City's water supply so efficiently. Mr. Potvin has been working with the City and the schools to come up with a park program. There is a committee meeting this Wednesday in Lansing that Mr. Potvin hopes will have a positive vote that will move this issue to the House floor in the near future. Mr. Potvin stated that he will be working to get the Park Authority to both the House and Senate for a vote.

c. Hanna Burt and Anton Saurini, Ferris State Student Government, updated the Commission the following events that are occurring at Ferris:

- The Big Event - Currently there are 240 houses and 1,500 volunteers for the Big Event. They are still in need of more volunteers. The City will try to arrange a special yard waste pickup for that Saturday.
- A Spaghetti dinner was held to raise money for the people of Flint MI, which raised \$600.00.

STUDY SESSION

- a. Passport Grant – The City intends to apply for a grant from the Michigan Department of Natural Resources Recreation Passport Grant Program to fund a portion of the Mitchell Creek Park Improvement Plan. Items for the application include the parking lot, trail replacement/relocation, conversion to LED lights, seating, walkway repairs and storm water improvements. Total estimated cost of the project is \$100,000. The Park and Recreation Board, along with City staff recommends that the City Commission apply for the DNR Passport Grant Program and agree to match the grant money with 55% of the total project (approximately \$55,000).

Commissioner James asked where the money was coming from for the match. City Treasurer Aaron Kuhn commented that he would be looking at incorporating it in the 2016/17 budget.

The Mayor asked if these improvements to Mitchell Creek Park would be impacted if there were a change of use at the Chamber of Commerce or Scoops buildings. The answer was that the park would not be effected.

- b. Disc Golf – The Disc Golf course at Northend Riverside Park was designed and funded by Dr. Leonard Johnson. Currently it is used by The Big Rapids Disc Golf Club, Ferris State Disc Golf Team and the community. Volunteer groups are continuously improving the course, removing litter and maintaining the baskets. Mr. Foster Neill, president of the Big Rapids Disc Golf Club, approached the Park and Recreation Board about expanding the course by adding 18 additional holes with baskets and tees. This group would fundraise the money for the baskets and tees, but would like the City to accept donations on behalf of the club in order for the donations to be tax deductible.

There would be no use of City funds in this project and the money raised would go towards as many baskets as it could fund. Mr. Kuhn commented that he would like the City to develop a policy for these such groups that would explain what the money would be used for in the event that the group or organization disbands.

PUBLIC COMMENT - none

PUBLIC HEARING - Public Hearing on Special Assessment Roll for 2015/16 Sidewalk Improvement Project.

Mayor Warba opened the Public Hearing on Special Assessment Roll for 2015/2016 Sidewalk Improvement Project at 7:02 p.m. Being no comments from the audience, the public hearing was closed at 7:02 p.m.

RESOLUTION NO. 16-27

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

**RESOLUTION DIRECTING CITY ASSESSOR TO PREPARE
SPECIAL ASSESSMENT ROLL
FOR 2015/2016 SIDEWALK IMPROVEMENT PROJECT**

WHEREAS, the Big Rapids City Commission held a public hearing on Monday, March 21, 2016, on the estimates and diagrams for the construction of sidewalk under the City of Big Rapids 2015/2016 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 2015/2016 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 \$4.65 per square foot for installation of four inch (4") thickness sidewalk, and \$5.65 per square foot for installation of six inch (6") thickness sidewalk, and \$4.65 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 4, 2016, 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, Warba

Nays: None

The Mayor declared the resolution adopted.

Dated: March 21, 2016

RESOLUTION NO 16-28

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

**RESOLUTION AWARDING BIDS FOR 2016 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, 2016 through December 31, 2016.

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, Warba

Nays: None

The Mayor declared the resolution adopted.

Dated: March 21, 2016

RESOLUTION NO. 16-29

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

**RESOLUTION ACCEPTING BIDS FOR 2015/2016
SIDEWALK IMPROVEMENT PROGRAM**

WHEREAS, the Big Rapids City Commission has approved the sidewalk improvement program for the year 2015/2016 in which the City will address the rehabilitation of existing walks, accessible ramping, and detectable warning, and

WHEREAS, bids were solicited for the project, whereby three bids were received, and review of the bids by staff has resulted in a recommendation to accept the lowest and best bid of Olsson Concrete, LLC in the amount of \$ 22,392.90.

NOW, THEREFORE, BE IT RESOLVED, that the bid of Olsson Concrete LLC be accepted in an amount of \$22,392.90 for the 2015/2016 Sidewalk Improvement Program and Mayor authorized to sign contract.

BE IT FURTHER RESOLVED, that the cost be expensed as follows:

101-442-967.703 (sidewalk program)	\$ 19,714.90
101-442-967.702 (alley approach, alley sidewalk)	\$ 2,678.00

Yeas: Anderson, Hogenson, James, Rothstein, Warba

Nays: None

The Mayor declared the resolution adopted.

Date: March 21, 2016

RESOLUTION NO. 16-30

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

**RESOLUTION AUTHORIZING CHANGE
IN THE STANDARD LIGHTING CONTRACT**

RESOLVED, that it is hereby deemed advisable to authorize Consumers Energy Company to make changes in the lighting service as provided in the Standard Lighting Contract between the Company and the City of Big Rapids, dated 8/1/2013, in accordance with the Authorization for Change in Standard Lighting Contract dated 4/30/2015,

Heretofore submitted to and considered by this Commission, and

RESOLVED, FURTHER, that the Mayor be and is authorized to execute such authorization for change on the behalf of the City.

STATE OF MICHIGAN
COUNTY OF Mecosta

I, Tamyra K. Gillis, Clerk of the City of Big Rapids, do hereby certify that the foregoing resolution was duly adopted by the Commission of said municipality, at the meeting held on March 21, 2016.

Tamyra K. Gillis
Date: March 22, 2016

Yeas: Anderson, Hogenson, James, Rothstein, Warba

Nays: None

The Mayor declared the resolution adopted.

Dated: March 21, 2016

RESOLUTION NO. 16-31

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

**RESOLUTION ESTABLISHING CHARLES E. FAIRMAN
SWIMMING POOL RATES**

WHEREAS, the Commission raised pool rates in 2012 per resolution 12-68, dated July 16, 2012, and

WHEREAS, the State minimum wage increased in 2014 and is scheduled to make increases in 2016, and

WHEREAS, during their February 11, 2016 meeting the Park and Recreation Board recommended increases to swim lessons, open swim with lessons and open swim for the 2016 pool season to cover the increased costs incurred by the State minimum wage increase.

NOW THEREFORE, BE IT RESOLVED, that the City Commission hereby adopts the 2016 Swimming Pool Fees and Charges per the attached sheet.

Yeas: Anderson, Hogenson, James, Rothstein, Warba

Nays: None

The Mayor declared the resolution adopted.

Dated: March 21, 2016

RESOLUTION NO. 16-32

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

**RESOLUTION FOR STREET ADDITION – ACCEPTING
BROOKSIDE COURT INTO THE CITY LOCAL STREET SYSTEM**

WHEREAS, the City of Big Rapids did acquire title to Brookside Court on July 23, 2014 and

WHEREAS, it is necessary to furnish certain information to the State of Michigan to place Brookside Court within the City Street System for the purpose of obtaining funds under Act 51 as amended.

NOW THEREFORE IT IS RESOLVED:

1. That the center line of said street is described as:

A public road being part of the East ½ of the Southeast ¼ of the Northeast ¼ of the Northwest ¼ of Section 15, T 15 N, R 10 W, City of Big Rapids, Mecosta County, Michigan. Said public road is 50' wide and 25' either side of a line described as: Commencing at a point on the North-South ¼ line that is South 00°-05'27" West 657.17 feet from the North ¼ corner of said Section 15; thence continuing South 00°-05'27" West along the North-South ¼ line of said section 511.57 feet; thence North 88°09'02" West parallel with the North 1/8 line of said Section 137.80 feet; thence South 00°05'27" West parallel with the North-South ¼ line of said Section 103.94 feet; thence North 88°29'21" West 25.01 feet to the point of beginning and center line of Brookside Court; thence North 00°05'27" East 163.18 feet; thence 92.78 along the arc of a curve to the right whose radius is 250 feet and a long chord bearing and distance of North 10°43'18" East 92.24; thence 175.23 feet along the arc of a curve to the left whose radius is 230 feet and a long chord bearing and distance of North 01°27'26" East 171.02 feet; thence North 18°26'17" West 140 feet to the point of ending.

2. That said street is located within a City right-of-way and is under the control of the City of Big Rapids.
3. That said street is a public street and is for public street purposes.
4. That said street is accepted into the City Local Street System and was open to the public before December 31, 2015.

Yeas: Anderson, Hogenson, James, Rothstein, Warba

Nays: None

The Mayor declared the resolution adopted.

Dated: March 21, 2016

RESOLUTION NO. 16-33

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

**RESOLUTION IN SUPPORT OF
MICHIGAN DEPARTMENT OF NATURAL RESOURCES (MDNR)
RECREATION PASSPORT GRANT APPLICATION
FOR MITCHELL CREEK PARK IMPROVEMENTS**

WHEREAS, the City of Big Rapids intends to apply for a grant from the Michigan Department of Natural Resources Recreation Passport Grant Program to fund a portion of the Mitchell Creek Park Improvement Plan, and

WHEREAS, the proposed application is supported by the City of Big Rapids Park and Recreation Board and is included in the approved FY2016/2017 Capital Improvement Plan, and

WHEREAS, improvements are to include parking lot expansion and paving, repaving of the pathway, conversion to LED lighting, creation of a bioswale and a rain garden, and park amenities, and

WHEREAS, the City of Big Rapids intends to apply for a \$45,000 grant from the Michigan Department of Natural Resources Recreation Passport Grant Program and agrees to match the grant amount with 55% of the total project cost of the approximate \$100,000 project, or \$55,000. The match is committed through General Fund Account #101-756-967.205 (DNR Passport Grant Match).

NOW, THEREFORE, BE IT RESOLVED, that the Big Rapids City Commission is in support of a grant application to the MDNR Recreation Passport Grant Program for Mitchell Creek Park Improvements, and authorizes City Manager Steve Sobers to sign all grant documents.

Yeas: Anderson, Hogenson, James, Rothstein, Warba

Nays: None

The Mayor declared the resolution adopted.

Dated: March 21, 2016

UNSCHEDULED BUSINESS

- Wolverine World Wide has requested temporary parking for their employees down by where the soccer fields are while the poles and storm/sewer is being installed. This project is scheduled to take two to three weeks.
- There was a bridge tour conducted last week to see the progress of the Baldwin Street Bridge. The bridge opening is still scheduled for July 2016.
- The Ferris State University legislative luncheon is in Lansing tomorrow and the Capital Conference is Wednesday.
- The City had meetings with both the Hyett Palma and the Bonner Advisory Group which proved to be successful.

There being no further business to come before the City Commission, the Mayor declared the meeting adjourned at 7:40 p.m.

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Mayor Mark J. Warba

Tamyra K. Gillis, City Clerk