

City Commission
April 4, 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 14 people in the audience.

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA –

APPROVAL OF MINUTES

Commissioner Hogenson moved, seconded by Commissioner Anderson that the minutes of March 21, 2016 meeting be accepted.

Yeas: Anderson, Hogenson, James, Rothstein, Warba

Nays: None

SPECIAL ORDERS OF THE DAY - None

STUDY SESSION - None

PUBLIC COMMENT

Mr. Sobers commented that Stacey Johns, Deputy Clerk, was in attendance tonight to observe the duties of the Clerk in the event that the Clerk is absent from a Commission meeting.

Michele Hoitenga, Mayor of Manton, introduced herself as a candidate for the State Representative of the 102nd District. She is currently in her third term as the Mayor of Manton. Phillip Potvin is currently the State Representative but will be termed out in November.

PUBLIC HEARING

Mayor Warba opened the Public Hearing on Special Assessment Roll No.16-519 for 2015/2016 Sidewalk Improvement Project at 7:01 p.m. Being no comments from the audience, the public hearing was closed at 7:02 p.m.

The Mayor asked how this program would coincide with the additional funding that will be coming from the State approved gas increase that is being slated for road repair. Mr. Sobers commented that the City should receive just under \$200,000 beginning next year for 2017. The amount will increase by \$180,000 each year for years 2018 and 2019. There would be up to \$375,000 that could be coming from the Small Urban Surface Transportation Program for major roads or the Dial-A-Ride system.

The Mayor asked why there were two Dial-A-Ride buses mentioned instead of the whole dollar amount dedicated to Michigan Avenue. Mr. Schneidt stated that the West Michigan Regional Planning Commission guides the City through this funding process. There is a public hearing set for April 11, 2016 where the City and the county will sit down and identify and prioritize projects. The funds have to be shared with the county, the City and the transit bus system over a three-year period. The City applies for these funds, but there is no guarantee that the City will receive the amount asked for.

In past years, the City has applied for the maximum amount allowed by the Small Urban project for street repair and has only received a portion of the requested funds, since these funds were being distributed throughout the State of Michigan. Because of State requirements, the City decided to incorporate two buses with this application along with the requested money for road repair.

If the City receives STP funds, that money would be locked in and would have to be spent on the categories that were applied for and approved. The City may be able to amend the request for two buses, but it needs to stay in the category of the Dial-A-Ride system. The City would not be able to take the money away from Dial-A-Ride and use it to repair Michigan Avenue. The 20 percent match would come from streets and Dial-A-Ride budgets.

RESOLUTION NO. 16-34

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

**RESOLUTION AUTHORIZING THE CITY OF BIG RAPIDS TO APPLY FOR
SURFACE TRANSPORTATION PROGRAM (STP) FUNDS
FROM THE SMALL URBAN PROGRAM FOR ELIGIBLE PROJECTS
AND GIVE ASSURANCE OF THE 20 PERCENT LOCAL PROJECT MATCH
FOR FISCAL YEARS 2018 - 2020**

WHEREAS, the City has identified a potential funding source for transportation projects, which is administered by the Michigan Department of Transportation under the Small Urban Program, specifically the Surface Transportation Program funds, and

WHEREAS, these funds are available to cities with 5,000 to 50,000 population, and

WHEREAS, the City has identified a reconstruction street project and the replacement of two eligible buses for the Dial-A-Ride Transportation system, and

WHEREAS, the funds available through the grant is \$375,000 and requires a 20% local match.

NOW, THEREFORE, BE IT RESOLVED, that the City Commission of the City of Big Rapids authorizes the submission of the project application to MDOT for street reconstruction on the Federal aid highway system and the replacement of two eligible buses for the Dial-A-Ride Transportation system.

Yeas: Anderson, Hogenson, James, Rothstein, Warba

Nays: None

The Mayor declared the resolution adopted.

Dated: April 4, 2016

RESOLUTION NO. 16-35

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

**RESOLUTION REFERRING TO THE PLANNING COMMISSION
A RECOMMENDATION OF CITY OWNED
SURPLUS REAL PROPERTY PARCEL NO. 54-17-11-126-003
LOCATED AT 1002 CATHERINE STREET**

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, Parcel No. 54-17-11-126-003 located at 1002 Catherine Street, was recently granted an easement to Consumers Energy for a utility pole installation, and

WHEREAS, this parcel is zoned R-2 and is a vacant lot with a lot size of 50' x 158' or 0.182 acres.

NOW, THEREFORE, BE IT RESOLVED, that the City Commission refer Parcel No. 54-17-11-126-003 to the Planning Commission for a recommendation.

Yeas: Anderson, Hogenson, James, Rothstein, Warba

Nays: None

The Mayor declared the resolution adopted.

Dated: April 4, 2016

Mr. Sweppenheiser commented that Mr. Pat Currie has property that is adjacent to 318 S. Third and may want to add his parcel to this property for development. Mr. Currie commented that he gave the City the Right of Way to this property and believes that all of the drainage from the east side of Big Rapids goes into that property and on to the river. Mr. Williams commented that the City would have to research as to whether there is a drain line on the property or not.

Once these parcels are referred to the Planning Commission, they will go through a review process, much like the process used in vacating an alley, which includes:

- verification of what the interest of the City is regarding this property
- what easements are on the property
- whether there is a need to retain an easement
- any other pertinent information regarding the property

RESOLUTION NO. 16-36

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

**RESOLUTION REFERRING TO THE PLANNING COMMISSION
A RECOMMENDATION OF CITY OWNED
SURPLUS REAL PROPERTY PARCEL NO. 54-17-14-200-031
LOCATED AT 318 S. THIRD 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 property located at 318 S. Third Street (Parcel No. 54-17-14-200-031) is zoned R-3 and is a vacant lot with a lot size of 74.7' x 364.3' (irregular lot) or 0.625 acres.

NOW, THEREFORE, BE IT RESOLVED, that the City Commission refer Parcel #54-17-14-200-031 to the Planning Commission for a recommendation.

Yeas: Anderson, Hogenson, James, Rothstein, Warba

Nays: None

The Mayor declared the resolution adopted.

Dated: April 4, 2016

RESOLUTION NO. 16-37

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

**RESOLUTION REFERRING TO THE PLANNING COMMISSION
A RECOMMENDATION OF CITY OWNED
SURPLUS REAL PROPERTY PARCEL NO. 54-17-14-204-001
LOCATED AT 318 S. THIRD 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 property located at 318 S. Third Street (Parcel No. 54-17-14-204-001) is zoned R-3 and is a vacant lot with a lot size of 173.0' x 862.9' (irregular lot) or 3.427 acres.

NOW, THEREFORE, BE IT RESOLVED, that the City Commission refer Parcel #54-17-14-204-001 to the Planning Commission for a recommendation.

Yeas: Anderson, Hogenson, James, Rothstein, Warba
Nays: None
The Mayor declared the resolution adopted.
Dated: April 4, 2016

RESOLUTION NO. 16-38

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

**RESOLUTION REFERRING TO THE PLANNING COMMISSION
A RECOMMENDATION OF CITY OWNED
SURPLUS REAL PROPERTY PARCEL NO. 54-17-10-282-010
LOCATED AT 701 N. STATE STREET**

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, Parcel No. 54-17-10-282-010 located at 701 N. State Street is the location where the Dial-A-Ride buses were previously parked at, and

WHEREAS, this parcel is zoned C-3 and is a vacant lot with a lot size of 150' x 150' (irregular lot) or 0.577 acres.

NOW, THEREFORE, BE IT RESOLVED, that the City Commission refer Parcel #54-17-10-282-010 to the Planning Commission for a recommendation.

Yeas: Anderson, Hogenson, James, Rothstein, Warba
Nays: None
The Mayor declared the resolution adopted.
Dated: April 4, 2016

RESOLUTION NO. 16-39

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

**RESOLUTION ADOPTING SPECIAL ASSESSMENT ROLL NO. 16-519
FOR 2015/2016 SIDEWALK IMPROVEMENT PROJECT**

WHEREAS, Special Assessment Roll No. 16-519 has been submitted for the construction of sidewalk under the City of Big Rapids 2015/2016 Sidewalk Improvement Project, and

WHEREAS, the City Commission held a public hearing on Monday, April 4, 2016 to consider any objections to said Roll, at which time the special assessments were confirmed.

NOW, THEREFORE, BE IT RESOLVED, that the City Commission hereby approves said Special Assessment Roll No. 16-519 to be spread over a three (3) year term payable in three (3) annual installments with interest at the rate of six percent (6%) per annum due each February 1st hereafter, beginning February 1, 2017, and directs the City Assessor to deposit the same with the City Clerk for endorsement as to the date of confirmation, and

BE IT FURTHER RESOLVED, that upon confirmation by the City Clerk, said Roll shall be transmitted to the City Treasurer for collection.

Yeas: Anderson, Hogenson, James, Rothstein, Warba

Nays: None

The Mayor declared the resolution adopted.

Dated: April 4, 2016

I hereby certify that the foregoing Resolution is a true and complete copy of a resolution of the City of Big Rapids duly adopted at a regular meeting of the City Commission of said City held April 4, 2016.

I further certify that said resolution has been recorded in the Minute Book of the City of Big Rapids and that such recording has been authenticated by the signatures of the Mayor and City Clerk.

Tamyra K. Gillis, City Clerk

Dated:

UNSCHEDULED BUSINESS

- Commissioner Anderson commented that the Grand Rapids Press printed an article regarding Wolverine World Wide being awarded a military contract. The \$30.5 million military contract is to make temperate weather combat boots for the U.S. Marines.
- Commissioner James asked if the alley by Tractor Supply had been looked at regarding the terrible condition of it. Mr. Sweppenheiser commented that the alley is privately owned and every spring potholes form making the alley less than favorable. Mr. Sweppenheiser has been sending a letter out to the owner for the past couple of years in the spring. The owner has done a nice job of repairing the alley once the letter was received. Commissioner James would like the owner

approached to see if they would be willing to donate the alley to the City. The City would then be able to maintain it.

- Commissioner James asked if the new State Farm building located at 324 S. State Street would be a traffic hazard because of the elevation of the property blocking the traffic when it gets congested on Woodward. The cars, depending on how they park in the driveway, may block the entire view from the cars that are driving on State Street. Mr. Sweppenheiser stated that one of the City's review criteria is a 20-foot triangle from the S.E. corner of the property, which could not be used for parking.
- Commissioner Hogenson thanked Roger Schneidt for the updates on the Baldwin Street Bridge on social media.
- MML Capital Day Conference was last Wednesday. It was well attended with good programs offered.
- The Annual MML convention will be held on Mackinac Island on September 14-16, 2016. Any Commission member who would like to attend, please let the Clerk know.
- The Big Event is slated for April 16, 2016. Leaf bags will be picked up on Monday, April 18, 2016. The Saturday pickup was too problematic and was not able to be scheduled.
- Earth Day is April 23, 2016. This is sponsored by the City of Big Rapids and the Good Neighbors Association.

There being no further business to come before the City Commission, the Mayor declared the meeting adjourned at 7:08 p.m.

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Mayor Mark J. Warba

Tamyra K. Gillis, City Clerk