

City Commission  
June 19, 2017

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 Manager Mark Gifford; City Attorney Eric D. Williams; and City Treasurer Aaron Kuhn.

Absent: None

There were 16 people in the audience.

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF THE AGENDA**

**APPROVAL OF MINUTES**

Commissioner Anderson moved, seconded by Commissioner Hogenson that the minutes of June 5, 2017 regular meeting be accepted with corrections.

Yeas: Anderson, Hogenson, James, Rothstein, Warba  
Nays: None

**SPECIAL ORDERS OF THE DAY –**

**STUDY SESSION**

a. Purchasing Ballot Proposal – Eric Williams

Eric Williams gave a brief update on the Charter Amendment Ballot Proposal that will be on the November ballot. The City is required to publish the ballot proposal including the existing text and the proposed new text in the newspaper prior to the election. He is recommending to the City Commission that City staff publish the ballot proposal once a month for the months of August, September and October 2017. Mr. Williams would also like it posted on the City's website for those times as well. The Commission would like the Clerk to submit the ballot proposal to the Pioneer newspaper as a display ad (boxed in) and get an estimate of cost.

b. Road Rating Report– Heather Bowman

Heather Bowman gave a PowerPoint presentation explaining how the City streets are rated. Public Works uses a program called Paser to evaluate the pavement surface and with a rating from 1-10.

A rating of 10 is excellent and a rating of 1 is failed. A road that is rated a 10 cannot be given that rating again. Roads are rated by looking at the worst part of the road. The 500 block of Ives was fully reconstructed in 1993 and today it is rated a 5. River Street was done in 1976 and is now rated a 3. Roads that are still gravel and have never been paved will not show up on the Paser report.

There are four categories of common asphalt pavement surface distress:

Surface defects – raveling, flushing, polishing

Surface deformation – rutting, distortion – rippling and shoving, settling, frost heave.

Cracks – transverse, reflection, slippage, longitudinal, block, and alligator cracks.

Patches and Potholes

Roads are deteriorated by the environment due to weathering and ageing and structural damage caused by repeated traffic loading. The rate at which pavement deteriorates depends on its environment, traffic loading conditions, original construction quality, and interim maintenance procedures. Poor quality materials or poor construction procedures can significantly reduce the life of a pavement. As a result, two pavements constructed at the same time may have significantly different lives, or certain portions of a pavement may deteriorate more rapidly than others. Timely and effective maintenance can extend the pavement life. Crack sealing and seal coating can reduce the effect of moisture in aging of asphalt pavement.

c. Chamber Building – Eric Williams

Eric Williams explained the terms of the Chamber building lease between the City and the Chamber. The lease states that if the Chamber ceases to use the leased premise for the purpose specified in the lease, the lease shall terminate and the building constructed shall become part of the land and be the property of the City. The Chamber has decided not to sell or remove the building, so once vacated, it will become the property of the City.

The Chamber building was discussed at the June 8, 2017 Park and Recreation board meeting. Fritz Pins, Rental Inspector/Building Inspector, submitted a letter outlining his inspection of the building. Mr. Pins believes that in order for this building to be repurposed and brought up to meet the existing codes of commercial building, while being ADA compliant, would be financially impossible. The upper portion has no immediate parking available in reasonable walking distance for an individual with a handicap. The lower portion of the building has an entry door that is less than six feet eight inches high, making that entry illegal.

The Park and Recreation Board made a motion to recommend demolition and removal of the building. This building has no historical value.

The City has received a grant from the DNR Passport Program to renovate Mitchell Creek Park. The renovation would include building a new parking lot, redoing the trails with

lighting and seating. Staff is reluctant to move forward with this project until they know the future of the Chamber building.

Staff does not want to begin building the new parking lot and take a chance of damaging it by driving large equipment on it in order to demo the building.

The Mayor would like the Planning Commission to review the future of the Chamber building as well. Mark Sweppenheiser was directed to present this to the Planning Commission and convey their recommendation to the City Commission.

**PUBLIC COMMENT** – Rose Mary Jennings commented on how beautiful the flowers are downtown.

**PUBLIC HEARING** – None

Mayor Warba suggested combining with the County and Townships to save money on the generator contract. There may be a discount on quantity.

**RESOLUTION NO. 17-76**

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

**RESOLUTION ACCEPTING BIDS FOR  
MAINTENANCE OF CITY-OWNED  
STANDBY GENERATORS**

WHEREAS, the City solicited bids for maintenance of City-owned standby generators for City Hall, water plant, wastewater plant, public safety building, public works garage and airport, and

WHEREAS, five bids were received with staff recommending that the bid of Michigan Cat, Grand Rapids, MI be accepted in the amount of \$8,900.00 per year for three years with the option of two, one-year renewals.

NOW, THEREFORE, BE IT RESOLVED, that the bid of Michigan Cat in the amount of \$8,900.00 for maintenance of City-owned standby generators for City Hall, water plant, wastewater plant, public safety building, public works garage and airport be accepted and the cost be expensed from the following:

| <u>Department</u>          | <u>Account Number</u> | <u>Number of Units</u> | <u>Amount</u> |
|----------------------------|-----------------------|------------------------|---------------|
| City Hall Building         | 101-267-801.000       | 1                      | \$ 593.33     |
| Public Safety Building     | 101-345-801.000       | 1                      | \$ 593.33     |
| Motor Pool                 | 661-444-801.000       | 2                      | \$ 1,186.66   |
| Wastewater Treatment Plant | 590-560-801.000       | 4                      | \$ 2,373.32   |
| Water Treatment Plant      | 591-560-801.000       | 6                      | \$ 3,560.03   |
| Airport                    | 295-249-801.000       | 1                      | \$ 593.33     |

BE IT FURTHER RESOLVED, that the Mayor be authorized to sign the contract upon approval by the City Attorney.

Yeas: Anderson, Hogenson, James, Rothstein, Warba

Nays: None

The Mayor declared the resolution adopted.

Dated: June 19, 2017

Commissioner James asked why this bid came in so much lower than the other bids. Dave Cushway explained that the two highest bidders already have enough work to keep their crew busy, the company's strategy is, if they received the bid fine they would make a lot of money, but if they did not receive the bid, that would be OK too. The third highest bidder was the closest, but this company would have to subcontract out the installation of the steel railings and that cost came in high.

### **RESOLUTION NO. 17-77**

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

#### **RESOLUTION ACCEPTING BIDS FOR CLARIFIER COATING AND REPAIR AT THE WASTEWATER TREATMENT PLANT**

WHEREAS, both Final Clarifiers were installed in 1976 and now require extensive sand-blasting and painting of the "bridge" walkway structure connecting both clarifiers, and the complete steel superstructure above and below the waterline, and

WHEREAS, new maintenance-free anodized aluminum railings will also be installed as a cost-effective alternative to sand-blasting and re-painting of the original steel railings, this work will preserve these structures for many more years, and

WHEREAS, the City solicited bids and whereby four bids were received with staff recommending that the bid of Quality Maintenance Contractors Inc., be accepted in the amount of \$99,104.00.

NOW, THEREFORE, BE IT RESOLVED, that the City Commission accept the bid of Quality Maintenance Contractors Inc. stripping and painting of both final clarifier steel structures above and below the waterline, the bridge structure connecting both clarifiers, and replacement of clarifier and bridge handrails at the Wastewater Treatment Plant and that the cost of \$99,104.00 be expensed from account number 598-561-967.956.

Yeas: Anderson, Hogenson, James, Rothstein, Warba

Nays: None

The Mayor declared the resolution adopted.

Dated: June 19, 2017

**RESOLUTION NO. 17-78**

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

**RESOLUTION AUTHORIZING CONTRACT EXTENSION  
WITH WONSEY TREE SERVICE**

WHEREAS, the City contracts for tree removal, trimming, brush chipping and stump removal for the care and maintenance of the City trees, and

WHEREAS, per resolution 12-43, dated May 21, 2012, the City contracted with Wonsey Tree Service for a five-year period with one two-year extension if the City and Wonsey agree, and

WHEREAS, staff has contacted Wonsey Tree Service and they have agreed to extend the contract for two years beginning July 1, 2017 until June 30, 2019 with prices remaining the same.

NOW, THEREFORE, BE IT RESOLVED, that the City Commission approve the two-year extension with Wonsey Tree Service beginning July 1, 2017 until June 30, 2019 and expense the cost to Account Number 101-756-801.000.

Yeas: Anderson, Hogenson, James, Rothstein, Warba

Nays: None

The Mayor declared the resolution adopted.

Dated: June 19, 2017

Mayor Warba suggested combining with the townships to save money on sanitary/storm cleaning and television. There may be a discount on quantity. Mr. Stanek, Big Rapids Township Supervisor, commented that they used to use Taplin (Terra), but are now going with another company. Terra was not always available when they needed them.

**RESOLUTION NO. 17-79**

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

**RESOLUTION EXTENDING AGREEMENT WITH TAPLIN (FORMALLY TERRA  
CONTRACTING) FOR SANITARY/STORM CLEANING AND TELEVISIONING**

WHEREAS, per Resolution No. 13-80, dated July 1, 2013, the City Commission authorized an agreement with Terra Contracting (now named Taplin) for sanitary/storm cleaning and televising, and

WHEREAS, the agreement allows for two one-year extensions whereby both the City of Big Rapids and Taplin (Terra Contracting) has agreed to the second and final one-year extension.

NOW, THEREFORE, BE IT RESOLVED, that the City Commission hereby authorizes the extension of the agreement with Taplin (Terra Contracting), for the second and final one-year period beginning July 1, 2017 through June 30, 2018 for sanitary/storm cleaning and televising.

BE IT FURTHER RESOLVED, that the cost be expensed from the following Account Numbers:

|                 |           |
|-----------------|-----------|
| 590-561-801.600 | \$ 40,000 |
| 101-442-967.701 | \$ 2,500  |

Yeas: Anderson, Hogenson, James, Rothstein, Warba

Nays: None

The Mayor declared the resolution adopted.

Dated: June 19, 2017

**RESOLUTION NO. 17-80**

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

**RESOLUTION AMENDING FISCAL YEAR 2016/2017  
YEAR END GENERAL APPROPRIATIONS**

WHEREAS, the City of Big Rapids adopted FY 2016/2017 General Appropriations on May 6, 2016, per Resolution No. 16-52, and

WHEREAS, each year adjustments are made to revenue and expenditure accounts.

NOW, THEREFORE, BE IT RESOLVED, that the Big Rapids City Commission hereby approves the following budgeted Year End adjustments to the FY 2016/17 General Appropriations.

BE IT FURTHER RESOLVED, that the City Manager is authorized to amend the FY 2016/2017 City of Big Rapids Budget accordingly.

| GENERAL FUND                    |                     |                |          |                |
|---------------------------------|---------------------|----------------|----------|----------------|
| Account Number                  | Account Description | Current Budget | Change   | Amended Budget |
| 101-210-826.000                 | LEGAL FEES-OTHER    | \$43,100       | \$28,500 | \$71,600       |
| 101-000-390.000                 | FUND BALANCE        |                | \$28,500 |                |
| Legal Fees higher than budgeted |                     |                |          |                |

| GENERAL FUND  |                            |                |          |                |
|---|----------------------------|----------------|----------|----------------|
| Account Number  | Account Description        | Current Budget | Change   | Amended Budget |
| 101-345-717.000   | EMPLOYER HEALTH INS. PREM. | \$51,800       | \$15,200 | \$67,000       |
| 101-000-390.000   | FUND BALANCE               |                | \$15,200 |                |
| Two positions switched from health insurance reimbursement to health insurance coverage |                            |                |          |                |

| INDUSTRIAL PARK INFRASTRUCTURE IMPRV                |                             |                |          |                |
|---|-----------------------------|----------------|----------|----------------|
| Account Number                                      | Account Description         | Current Budget | Change   | Amended Budget |
| 405-728-970.014                                     | CONSTRUCTION: IND PK INFSTR | \$468,800      | \$80,000 | \$538,800      |
| 405-000-390.000                                     | FUND BALANCE                |                | \$80,000 |                |
| Baldwin St Bridge construction higher than budgeted |                             |                |          |                |

Yeas: Anderson, Hogenson, James, Rothstein, Warba

Nays: None

The Mayor declared the resolution adopted.

Dated: June 19, 2017

Commissioner James stated that in Section XII of the City Investment Policy it states that the City Treasurer shall submit a quarterly investment report to the City Commission that provides, at a minimum: principal and type of investment by fund, estimated annualized yield, year to date earnings, and summary of cash and investments maintained in each financial institution. She does not believe that Mr. Kuhn has been doing this and would like it implemented in the future or change the policy.

Commissioner James also referred to Section VIII where it mentions credit unions. Commissioner James, while City Treasurer, tried to open accounts at a credit union, and she was told that a municipality could not open accounts due to the credit union was owned by its members. She believes that this reference of credit unions should be clarified or deleted from the Investment Policy.

### **RESOLUTION NO. 17-81**

Commissioner Anderson moved, supported by Commissioner Rothstein, the adoption of the following resolution.

### **RESOLUTION ADOPTING REVISED CITY INVESTMENT POLICY AND 2017/2018 CITY FINANCIAL DEALERS AND INSTITUTIONS**

WHEREAS, the City of Big Rapids passed Resolution No. 08-47 on June 2, 2008, which adopted the revised Investment Policy of the City of Big Rapids, and

WHEREAS, the Investment Policy has been amended since its adoption and is attached as Fin-4, and

WHEREAS, under Section XIV, the policy shall be reviewed annually by the City Treasurer and amended as necessary by the Big Rapids City Commission, and

WHEREAS, there has been no change in the approved policy or financial dealers and institutions.

NOW, THEREFORE, BE IT RESOLVED, that the City Commission approve Financial Dealers and Institutions for the Fiscal Year 2017-2018 per Section VII of the Investment Policy.

Yeas: Anderson, Hogenson, James, Rothstein, Warba

Nays: None

The Mayor declared the resolution adopted.

Dated: June 19, 2017

### **RESOLUTION NO. 17-82**

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

#### **RESOLUTION AUTHORIZING EXTENSION OF AUDITING FIRM SERVICES**

WHEREAS, the City Commission approved per Resolution No. 13-60, dated May 20, 2013, City auditing services beginning 2012/2013, and

WHEREAS, there is a provision within the original contract to renew the agreement for up to five additional years, for a total of six years, subject to annual review by the City Treasurer and acceptance by the City Commission, and

WHEREAS, the Treasurer's Office is pleased with the performance of Gabridge & Company and wishes to exercise its fourth yearly renewal for fiscal year 2016/2017.

NOW, THEREFORE, BE IT RESOLVED, that the City Commission authorize the renewal of the auditing contract with Gabridge & Company to audit Fiscal Year 2016/17.

Yeas: Anderson, Hogenson, James, Rothstein, Warba

Nays: None

The Mayor declared the resolution adopted.

Dated: June 19, 2017

### **RESOLUTION NO. 17-83**

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

## **RESOLUTION ADOPTING AMENDED TRAVEL POLICY**

WHEREAS, the City of Big Rapids recognizes the need for City personnel to travel and has a Travel Policy, and

WHEREAS, it is staff recommendation that the Travel Policy be updated.

NOW, THEREFORE, BE IT RESOLVED that the attached amended City of Big Rapids Travel Policy be adopted.

Yeas: Anderson, Hogenson, James, Rothstein, Warba

Nays: None

The Mayor declared the resolution adopted.

Dated: June 19, 2017

The City Commission took a five-minute break.

### **ORDINANCE NO. 705-06-17**

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

#### **ORDINANCE AMENDING THE TABLE OF PARKING SPACE REQUIREMENTS FOR DWELLINGS IN SECTION 5.2:1 OF THE ZONING ORDINANCE**

WHEREAS, A Public Hearing was held on May 17, 2017 before the Planning Commission on off street parking regulations for residential dwelling units in the zoning ordinance and a recommended text change to one parking space per bedroom in Single Dwelling Units, Duplexes, and Multiple Family Dwellings, and

WHEREAS, on June 5<sup>th</sup>, 2017, the City Commission accepted the Planning Commission's recommendation to amend the Table of Parking Space Requirements in Section 5.2:1 of the zoning ordinance,

NOW, THEREFORE, THE CITY OF BIG RAPIDS ORDAINS:

Section 1. The Table of Parking Space Requirements in Section 5.2:1 of the Zoning Ordinance is amended to read as follows for Dwellings:

One parking space per bedroom in all single dwelling units, duplexes, and multiple family dwellings.

Section 2. The City Clerk is directed to publish this ordinance in The Pioneer.

Section 3. This Ordinance shall be effective 20 days after publication.

Yeas: Anderson, Hogenson, James, Rothstein, Warba

Nays: None

The Mayor declared the ordinance adopted.

Dated: June 19, 2017

Published: June 22, 2017

Mark Sweppenheiser stated that an application to request a zoning change was submitted by Jack Frizzell to rezone 218 S. Warren Avenue from C-2 to RP. The applicant was initially interested in rezoning only their parcel. Staff determined that the rezoning initiative to change the zoning on a single parcel constituted spot zoning. Staff recommended that the City Commission refer all 6 properties in that half block to the Planning Commission for consideration to rezone. This was brought before the Planning Commission on May 17, 2017 and had a tied vote (3 to 3). The motion failed.

The Big Rapids Master Plan does not recognize any future changes to the proposed area. Mr. Sweppenheiser is currently in the process of updating the City's Master Plan and this area could be considered for a future focus area in which a rezoning would be recommended.

Jack Frizzell stated that he talked to the six property owners and only one objected. The person that objected believed that his property would be worth more being zoned Commercial then zoned RP.

The Mayor clarified with Mr. Sweppenheiser that in regard to parking, if the property is zoned C-2 the property owners are able to utilize municipal parking lots, and if the property is zoned RP the property owners are not. Mr. Sweppenheiser stated that was correct and that all residential components for the RP would have to be on site and allow half of the requirement for office space to be on the street.

The Mayor was unable to get the resolution on **not to rezone** moved. After a lengthy discussion, it was decided to move and second the resolution. The resolution was voted on and failed. A motion was made to approve rezoning on the east half block of S. Warren Avenue from C -2 to RP. Motion was voted on and approved.

#### **RESOLUTION NO. 17-84**

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

#### **RESOLUTION ACCEPTING PLANNING COMMISSION RECOMMENDATION ON REZONING PROPERTIES ON S. WARREN AVENUE**

WHEREAS, the City received an application to request a zoning change from Jack Frizzell to rezone 218 S. Warren Avenue from C-2 to RP, and

WHEREAS, staff determined that the rezoning initiative to change the zoning on a single parcel constituted spot zoning, and

WHEREAS, the City Commission per resolution no. 17-51, dated April 17, 2017 referred the review of the east half block of S. Warren Avenue from C-2 to RP to the Planning Commission, and

WHEREAS, the Planning Commission held a public hearing on May 17, 2017 and recommended not to rezone the east half block of S. Warren Avenue.

NOW, THEREFORE BE IT RESOLVED, that the City Commission accept the Planning Commission recommendation **not to rezone** properties located at 202 S. Warren, 216 S. Warren, 218 S. Warren, 220 S. Warren, 226 S. Warren and 228 S. Warren from C-2 to RP.

Yeas: Warba

Nays: Anderson, Hogenson, James, Rothstein

The Mayor declared the resolution **FAILED**.

Dated: June 19, 2017

#### **MOTION NO. 17-85**

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

Motion was made to approve rezoning on the east half block of S. Warren Avenue from C -2 to RP.

Yeas: Anderson, Hogenson, James, Rothstein

Nays: Warba

The Mayor declared the motion adopted.

Dated: June 19, 2017

Mark Sweppenheiser stated that an application to request a zoning change was submitted by Mark and Johanna McDonough, owners of property at 416 N. State Street. The applicant was initially interested in rezoning only their parcel. Staff determined that the rezoning initiative to change the zoning on a single parcel constituted spot zoning. Staff recommends that the applicant and City Commission consider rezoning the east half block of N. State Street between East Bellevue Street and Hemlock Street. The request would include 9 parcels. Mr. Sweppenheiser does not believe that the McDonough's request to rezone their property to RP is best for them. He believes that rezoning it to RR would be best.

Commissioner Hogenson moved that the resolution include RR as well as RP as a consideration to the Planning Commission.

**RESOLUTION NO. 17-86**

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

**RESOLUTION REFERRING REZONING THE EAST HALF BLOCK OF  
N. STATE STREET BETWEEN EAST BELLEVUE STREET  
AND HEMLOCK STREET FROM C-3 TO RP OR RR  
TO THE CITY PLANNING COMMISSION**

WHEREAS, Mark and Johanna McDonough, owners of the property located at 416 N. State Street are requesting that this property be rezoned from C-3 to RP or RR, and

WHEREAS, staff determined that the rezoning initiative to change the zoning on a single parcel constituted spot zoning, and

WHEREAS, staff recommends rezoning the east half block of N. State Street between East Bellevue Street and Hemlock Street, which would include parcels 400, 414, 416, 418, 420, 430, 438, 440, and 442 N. State, and

WHEREAS, this would require a map amendment to change the zoning from C-3 to RP or RR, and

WHEREAS, it is required for the City Planning Commission to make a recommendation on the rezoning of the east half block of east half block of N. State Street between East Bellevue Street and Hemlock Street from C-3 to RP or RR.

NOW, THEREFORE, BE IT RESOLVED that the City Commission hereby directs the City Planning Commission to conduct a public hearing on the rezoning of the east half block of N. State Street between East Bellevue Street and Hemlock Street and to provide the Commission with a recommendation for action.

Yeas: Anderson, Hogenson, James, Rothstein, Warba

Nays: None

The Mayor declared the resolution adopted.

Dated: June 19, 2017

**RESOLUTION NO. 17-87**

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

**RESOLUTION AUTHORIZING AGREEMENT WITH  
THE BIG RAPIDS HOUSING COMMISSION  
FOR POLICING SERVICES**

WHEREAS, the City of Big Rapids provides police protection for the health, safety and welfare of the City residents, and

WHEREAS, it is determined that an East-side police patrol officer will provide special services to the Big Rapids Housing Commission in accordance with the attached agreement, and

WHEREAS, in exchange for these special services, the Big Rapids Housing Commission agrees to provide financial support proportionate to 25% of the assigned police officer's time (25% of base officer pay of \$51,141 annually) on the Big Rapids Housing Commission project site, not to exceed \$12,785.00 annually, and

WHEREAS, the proposed agreement is for a period of time from July 1, 2017 through June 30, 2020.

NOW, THEREFORE, BE IT RESOLVED that the City Commission hereby authorizes the Mayor to enter into the attached agreement on behalf of the City of Big Rapids.

Yeas: Anderson, Hogenson, James, Rothstein, Warba

Nays: None

The Mayor declared the resolution adopted.

Dated: June 19, 2017

### **RESOLUTION NO. 17-88**

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

#### **RESOLUTION APPROVING TRAFFIC CONTROL ORDER NO. 522 FOR THE REMOVAL OF NO PARKING SIGNS IN THE 500 BLOCK OF N. MICHIGAN**

WHEREAS, in accordance with the provisions of Act 32, Public Acts of 1956, Section 2.53, the Department of Public Safety has authorized the following traffic control order:

Remove all "No Parking" signs in the 500 block of N. Michigan, except for "No Parking Here To Corner" signs.

BE IT RESOLVED, that the City Commission hereby approves the above Traffic Control Order.

Yeas: Anderson, Hogenson, James, Rothstein, Warba

Nays: None

The Mayor declared the resolution adopted.

Dated: June 19, 2017

**RESOLUTION NO. 17-89**

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

**RESOLUTION ACCEPTING THE COMPENSATION COMMISSION  
REPORT FOR YEAR 2017**

WHEREAS, on January 15, 2013, the City Commission adopted Ordinance No. 653-1-13, per the new City Charter, which established a Compensation Commission to review and determine the compensation of the elected officials of the City, and

WHEREAS, the Compensation Commission held a meeting on May 2, 2017 to consider a recommendation for year 2017, and

WHEREAS, the Compensation Commission finalized their written determination for year 2017, with no wage increase to be awarded to the City Commission members. They based their decision upon the fact that the Mayor received a pay increase of \$150 and Commissioners received a pay increase of \$100 in 2015. There has been no sufficient increase in Social Security and the Commission also did not want to set a precedent whereby automatically increasing salaries every two years.

NOW, THEREFORE, BE IT RESOLVED, that the City Commission accept the written report presented by the Compensation Commission as their 2017 determination.

Yeas: Anderson, Hogenson, James, Rothstein, Warba

Nays: None

The Mayor declared the resolution adopted.

Dated: June 19, 2017

**RESOLUTION NO. 17-90**

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

**RESOLUTION AUTHORIZING GRANT AGREEMENT WITH  
THE SECRETARY OF STATE TO PURCHASE NEW VOTING EQUIPMENT  
FOR THE CITY OF BIG RAPIDS**

WHEREAS, the current election equipment has been deemed obsolete by the State of Michigan, and

WHEREAS, staff wishes to apply to the Secretary of State for a grant to purchase a new voting system, which includes precinct tabulators, accessible voting devices for use by individuals with disabilities, and related Election Management System (EMS) software, and

WHEREAS, State-appropriated and Federal HAVA funding provided via this grant agreement covers the purchase of the voting system, the software license fee for the EMS

software for the full 10-year contract term, and the initial service and maintenance period for all components for five years, and

WHEREAS, costs for the extended service and maintenance period for years 5 – 10 and additional costs, if any, are the sole responsibility of the City of Big Rapids, and

WHEREAS, the City of Big Rapids plans to begin implementation of the new voting system in 2017.

NOW, THEREFORE, BE IT RESOLVED that the City Commission hereby authorizes the City Clerk to submit the grant application to the Secretary of State to purchase a new voting system on behalf of the City of Big Rapids and sign the grant agreement.

Yeas: Anderson, Hogenson, James, Rothstein, Warba

Nays: None

The Mayor declared the resolution adopted.

Dated: June 19, 2017

### **RESOLUTION NO. 17-91**

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

#### **RESOLUTION ACCEPTING CONTRACT NO. 2014-0767/A1 WITH THE DEPARTMENT OF TRANSPORTATION FOR THE CONTINUED OPERATION AND MAINTENANCE OF A WEATHER OBSERVATION AND DATA DISSEMINATION SYSTEM AT ROBEN HOOD AIRPORT**

WHEREAS, the Michigan Department of Transportation (MDOT) oversees the operational and maintenance of Automated Weather Observations Systems (AWOS) for all airports, and

WHEREAS, per resolution 14-76, dated July 7, 2014, the City contracted with the Department of Transportation for continued operation and maintenance of a Weather Observation and Data Dissemination system for Roben Hood airport for a three-year period with two one-year extensions, and

WHEREAS, the original contract states that the City will pay MDOT 50% of the maintenance costs and system service charges incurred by MDOT, including administrative costs and costs of scheduled and unscheduled work. This pricing will not change with this extension, and

WHEREAS, the Michigan Department of Transportation has contacted the City and would like to extend the contract for the first one year extension beginning June 15, 2014 until June 14, 2018.

NOW, THEREFORE, BE IT RESOLVED, that the City Commission approve Contract No. 2014-0767/A1 for the first one-year extension with the Department of Transportation

beginning June 15, 2014 until June 14, 2018 for operation and maintenance of a Weather Observation and Data Dissemination system at Roben Hood airport.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the City Commission authorizes the Mayor to sign said contract.

Yeas: Anderson, Hogenson, James, Rothstein, Warba

Nays: None

The Mayor declared the resolution adopted.

Dated: June 19, 2017

Eric Williams began the discussion regarding Clay Cliffs by reading what factual determinations would be required in order to have Clay Cliffs incorporated into the City of Big Rapids. These factors are: 1. The land described below is adjacent and contiguous to the City boundary, 2. All of the land described is City park land and is depicted on the attached map, 3. All of the land is vacant, 4. The land is located in the Charter Township of Big Rapids, Mecosta County, Michigan, 5. The land is owned by the City, 6. There is no one residing on the land.

The Mayor and City Manager have attended numerous Township meetings to discuss Clay Cliffs and to answer questions. At a recent Big Rapids Township meeting, the board members decided not to approve incorporating Clay Cliffs into the City. Because the City owns Clay Cliffs property and it abuts a portion of the City's boundaries, the township's approval is not legally required to incorporate it into the City's footprint.

Commissioner Anderson suggested that the resolution be tabled. She believes that incorporating Clay Cliffs into the City is the right thing to do, but is concerned that by approving it in this manner it may cause hard feelings. She would like to be able to work with the township for a common goal. Commissioner Hogenson agreed with waiting to make a decision. He believes that the City is seeking a consensus, which they have yet to achieve.

There would be no monetary gain with incorporating Clay Cliffs within the city. This would be a park for everyone in the community.

The resolution was tabled with a 3 to 2 vote.

### **MOTION NO. 17-92**

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

Motion was made to table the Resolution Authorizing Annexation and Incorporation of Property into the City of Big Rapids.

Yeas: Anderson, Hogenson, Rothstein

Nays: James, Warba

The Mayor declared the motion adopted.

Dated: June 19, 2017

**UNSCHEDULED BUSINESS**

Commissioner Anderson commented that the Library's Chicken BBQ benefit is Saturday, June 24, 2017 at the Sawmill Saloon. Dinner starts at 4:00 p.m.

The 2017 AirFest will be Saturday, June 24<sup>th</sup> at Roben Hood Airport from 7:00 a.m. – 1:00 p.m.

The Mayor handed out the City Manager and City Treasurer evaluations to the Commission. He would like them handed back into the City Clerk by July 3<sup>rd</sup>.

There being no further business to come before the City Commission, the Mayor declared the meeting adjourned at 8:59 p.m.

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Mayor Mark J. Warba

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Tamyra K. Gillis, City Clerk