**City of Marine City**

**City Commission Minutes - *Revised***

**April 20, 2023**

A regular meeting of the Marine City Commission was held on Thursday, April 20, 2023 at 260 South Parker Street, Marine City, and was called to order by Mayor Vandenbossche at 7:00 P.M.

Present: Mayor Jennifer Vandenbossche; Commissioners Jacob Bryson, Elizabeth Hendrick, Michael Hilferink, William Klaassen, Rita G. Roehrig, Brian Ross; Interim City Manager James Heaslip; Interim City Clerk Jason Bell.

Also Present: City Attorney Robert Davis

**AUDIO/VIDEO AVAILABLE**

For complete audio/video of meeting, visit the following link:

<https://www.youtube.com/watch?v=7gD4IsWZqSI>

**APPROVE AGENDA**

Motion by Commissioner Ross, seconded by Commissioner Klaassen, to approve the Agenda with the addition of item 11f – EGLE Cross Connection Resolution and with the amendment to the expenditures including payroll from $151,310.55 to $200,569.55. All Ayes. Motion Carried.

**COMMUNICATION**

None

**PUBLIC COMMENT**

Phil Oleksiak commended Commissioner Hendrick for running the last meeting and also spoke on Commissioner Bryson’s request of investigation on Commissioner Hilferink.

Catherine Warner spoke in opposition of investigative members selected for Commissioner Hilferink’s investigation and in opposition of marijuana facilities.

Roland Woelkers spoke in opposition of marijuana facilities and in favor of the CDBG grant.

**APPROVE MINUTES**

Motion by Commissioner Bryson, seconded by Commissioner Klaassen, to approve the City Commission Meeting Minutes of April 6, 2023, with the revision that was provided. All Ayes. Motion Carried.

**CONSENT AGENDA**

Presented:

* 1. MCAFA Run Report
  2. Departmental Activity Monthly Reports
  3. Zoning Board of Appeals Meeting Minutes – December 7, 2022
  4. Dangerous Board of Appeals Meeting Minutes – January 4, 2023
  5. Planning Commission Meeting Minutes – March 13, 2023
  6. Historical Commission Meeting Minutes – January 17, 2023
  7. Special Event Permit – Marine City Garden Club Flower Sale

Motion by Commissioner Bryson, seconded by Commissioner Klaassen, to approve the Consent Agenda a-g. **Roll Call Vote.** Ayes: Hendrick, Hilferink, Klaassen, Roehrig, Ross, Vandenbossche, Bryson. Nays: None. Motion Carried.

**FINANCIAL BUSINESS**

Expenditures

Motion by Commissioner Bryson, seconded by Commissioner Ross, to approve total expenditures including payroll, in the amended amount of $200,569.55. **Roll Call Vote.** Ayes: Hilferink, Klaassen, Roehrig, Ross, Vandenbossche, Bryson, Hendrick. Nays: None. Motion Carried.

Preliminary Financial Statements

Motion by Commissioner Bryson, seconded by Commissioner Klaassen, to receive and file the Preliminary Financial Statements. AllAyes. Motion Carried.

**PUBLIC HEARING**

Mayor Vandenbossche announced that the City Commission would conduct a Public Hearing to receive comments on The MEDC/CDBG Public Spaces Grant.

Public Hearing had been declared opened at 7:17 PM.

Heather Bokram spoke on update from MSU extension and their possible use of building.

Roland Woelkers spoke in support of the grant.

Cheryl Ross spoke in support of the grant.

Catherine Warner spoke in support of the grant and inquired of the Commission on what should be done with the building if the grant was not approved.

Kim Turner spoke in support of the grant and spoke on the green infrastructure required in grant and suggested native plants to be used.

Laura Merchant provided an update on grant application and stated they were still waiting on renderings for green space and some site renderings.

Interim City Manager read the following letters:

Janet Wiltshire in support of the grant.

Margaret Smith in support of the grant.

Georgia Phelan in support of the grant.

Cathee Roehrig in opposition of the grant.

Interim City Clerk Bell read the following letters:

Glenn Evans in opposition of the grant.

Amy Bouren in support of the grant.

Carol Bublitz from MSU extension in support of the grant and the possible uses of the space for classes and aid to citizens.

Laura Merchant read the following letters:

Roselyn Wise in support of the grant.

Ken Jehle in support of the grant.

Mayor Vandenbossche announced the Public Hearing was closed at 7:48 PM.

**UNFINISHED BUSINESS**

MEDC/CDBG Public Spaces Grant Discussion and Potential Action

Commissioner Hendrick spoke on the grant application and *in her reading of the State guidance the application needed to be complete* ~~that it needed to be complete~~ for the Public Hearing and *it was not*. She also inquired of the business plan of the Friends of City Hall. Commissioner Ross stated the interior design from Friends of City Hall was completely different than what was proposed for this application.

Commissioner Hendrick read the included letter from Monaghan Construction stating the project could exceed $2,200,000. Laura Merchant spoke on the letter from Monaghan Construction and stated items could be modified. Commissioner Hendrick stated there were items missing from the budget in the grant application.

Mayor Vandenbossche stated if the City is awarded the grant, the State will send out a grant coordinator to make sure the guidelines of the grant are being followed and items can be removed from the project if it is going over budget.

City Attorney Davis stated that supplemental information could be added to the application after the Public Hearing and that the City could not present “project X” and submit “project Y”.

Commissioner Roehrig stated she liked the idea of the grant but it was her opinion she did not believe the budget estimates were valid any longer and she spoke on the maintenance plan and the financial responsibility would fall on the City.

Commissioner Hilferink spoke on the grant application and the assistance the group received from Commissioner Hendrick and it was his opinion she was not treated fairly. He also spoke on budget concerns and if the project went over cost. City Attorney Davis spoke on the State working with City to make sure the project stayed in budget.

Commissioner Bryson stated it was his opinion the City should have the best application it could and submit it and to let the State decide and it will not hurt the City.

Commissioner Hendrick stated there should be more opportunities for public input if the grant is awarded.

Commissioner Ross stated this was the City’s chance to right a wrong on the building and thanked everyone involved with the application. He also stated the City was not out anything if the grant was not awarded. Commissioner Ross also agreed with Commissioner Klaassen’s comments that Guy Center money could be used in the future and the plaque could be moved to make 300 Broadway a community center.

Mayor Vandenbossche stated this grant was a great opportunity the City cannot pass up and it was a lot of money and the City will figure out a way to sustain the building if the grant is awarded.

Motion by Commissioner Bryson, seconded by Commissioner Klaassen, to approve the submittal of the CDBG/MEDC Public Spaces Grant ~~as presented~~ with matching funds of $200,000 to be used from General Fund. **Roll Call Vote.** Ayes: Klaassen, Ross, Vandenbossche, Bryson, Hendrick, Hilferink. Nays: Roehrig. Motion Carried.

Resolution 006-2023 – CDBG/MEDC Grant

Motion by Commissioner Ross, seconded by Commissioner Hendrick, to approve Resolution 006-2023 – Authorizing Resolution for Community Development Block Grant. **Roll Call Vote.** Ayes: Ross, Vandenbossche, Bryson, Hendrick, Hilferink, Klaassen. Nays: Roehrig. Motion Carried.

Recreational Marijuana Facilities Maps and Discussion

Joe Moran, Planning Commission Chair, spoke on the maps approved by Planning Commission and presented to City Commission.

Commissioner Klaassen inquired of sticking with the 1000 foot set back that was in the law. City Attorney Davis stated City’s could change the set backs. Commissioner Hilferink stated New Baltimore created a 300 foot set back.

City Attorney Davis stated if a referendum comes about, Commission can create set backs per law.

Commissioner Hilferink spoke on the sales records of marijuana facilities in Michigan and revenue sharing.

City Attorney Davis stated the Commission should create a set back first and received a set of maps representing that set back and decide from there how to proceed.

Motion by Commissioner Klaassen, seconded by Commissioner Bryson, to send the maps back to Planning Commission with a set back of 1,000 feet with detail of proposed areas on current maps presented. **Roll Call Vote.** Ayes: Ross, Vandenbossche, Bryson, Hendrick, Klaassen, Roehrig. Nays: Hilferink. Motion Carried.

Social District Update Discussion

City Attorney Davis spoke on Social Districts and stated the City does not need an ordinance, only a resolution. The City would also need a management and operational plan per the State. He also recommended to make clear the City will not be adding facilities and to make the District continuous and hours consistent to avoid confusion and proposed a noon to midnight hour structure.

Commissioner Hendrick inquired if the District would be both sides of South Water Street from Bridge to Broadway and if this would be seasonal. City Attorney Davis stated the City would not need to have seasons as the weather would take care of that itself in the Winter. Commissioner Roehrig stated she did not like the noon start time.

Commissioner Ross stated the District cannot include private residences located on South Water Street but to include everything else. Chief Heaslip stated it should be continuous to limit confusion for patrons and Police Officers. City Attorney Davis stated the City could review the Social District Resolution annually.

Charter Section 6.8 Investigation on Mike Hilferink Update

Mayor Vandenbossche inquired if the investigation was completed. Commissioner Roehrig stated the investigation was completed and will provide results at the May 4, 2023 Commission Meeting.

Resolution 007-2023 – EGLE Cross Connection Program

City Attorney Davis stated this vote from April 6, 2023 just needed to be ratified as a resolution as required per EGLE.

Motion by Commissioner Roehrig, seconded by Commissioner Klaassen, to ratify decision from April 6, 2023 on this issue by way of Resolution 007-2023. **Roll Call Vote.** Ayes: Vandenbossche, Bryson, Hendrick, Hilferink, Klaassen, Roehrig, Ross. Nays: None. Motion Carried.

**NEW BUSINESS**

Marine City Little League Request

Interim City Manager Heaslip stated the Little League made a Facebook post regarding updating the picnic tables and bleachers at Ward Street and King Road parks and Commissioner Hendrick brought the idea to him for the City to help. DPW Supervisor Itrich provided a letter for the City to purchase picnic tables not to exceed $8,000.

Motion by Commissioner Hendrick, seconded by Commissioner Ross, to waive competitive bidding for purchase of picnic tables. **Roll Call Vote.** Ayes: Bryson, Hendrick, Hilferink, Klaassen, Roehrig, Ross, Vandenbossche. Nays: None. Motion Carried.

Motion by Commissioner Hendrick, seconded by Commissioner Roehrig, to purchase picnic tables based on the quote from American Athletics not to exceed $8,000 for 6 standard picnic tables and 1 ADA picnic table. **Roll Call Vote.** Ayes: Hendrick, Hilferink, Klaassen, Roehrig, Ross, Vandenbossche, Bryson. Nays: None. Motion Carried.

City Manager Proposal – Scott Adkins

Interim City Manager Heaslip apologized for the delay in getting the proposal to the Commission. He stated the City Manager Search Committee agreed to a level 2 background check and Scott Adkins signed a conditional offer of employment pending a background check and successful drug screen.

Commissioner Ross spoke on the City Manager Search Committee and the process. He stated resumes and applications were received from multiple candidates. Commissioner Ross stated Scott Adkins was hired as a consultant to the Interim City Manager and had no interest in the City Manager job, but as time went on and speaking to City staff that Scott is well liked. As Scott continued to work here he became interested in the job and has knowledge and would be a great asset to the City. Commissioner Ross stated Scott Adkins’ intentions are not long term. Commissioner Ross stated Scott Adkins was the best applicant in all resumes received.

Commissioner Hendrick stated she spoke with Scott Adkins as well and he is very knowledgeable and it is refreshing.

Commissioner Roehrig spoke on Scott Adkins’ City Administration experience and that he will be a great asset.

Mayor Vandenbossche stated Scott Adkins started with the City as a consultant to help out and based on his experience he wanted to be a part of the team.

City Attorney Davis stated everything looked good with the background investigation and resume.

Motion by Commissioner Ross, seconded by Commissioner Klaassen, to accept at will City Manager agreement contingent upon background, drug screening and signing of the contract. **Roll Call Vote.** Ayes: Klaassen, Roehrig, Ross, Vandenbossche, Bryson, Hendrick, Hilferink. Nays: None. Motion Carried.

CED Board Vacancy

Mayor Vandenbossche stated there was a CED Board vacancy for a business representative as well as; 3 vacancies on the Planning Commission, 1 vacancy on TIFA, 1 vacancy on Library Board.

**CITY MANAGER’S REPORT**

Interim City Manager Heaslip spoke on the meetings he attended for the month and thanked the Commission for an enjoyable budget workshop. He stated this would be his last meeting as Interim City Manager and thanked everyone for their support.

Interim City Manager Heaslip stated utility billing tax roll letters went out with bills due on May 1, 2023 and that the DPW placed tape on the kayak launch. He also stated Scott would be a great asset to the City and he was excited to work with him.

City Attorney Davis stated that no extra legal fees were incurred with Heaslip as Interim City Manager.

**COMMISSIONER PRIVILEGE/LIAISON REPORTS**

Commissioner Klaassen spoke on the Planning Commission approving the maps for marijuana facilities and thanked Jim and Jason for stepping up and for their work.

Commissioner Bryson thanked Jim and Jason for their work in Interim roles. He also thanked everyone who helped with the grant. He also stated he has large White Oak logs if anyone is interested.

Commissioner Hilferink stated he was disappointed with the marijuana facility discussion and that the City needed businesses in town. He also stated people have told him they cannot hear Commissioners on microphones during meetings. He also stated there were too many meetings and to have a discussion on consolidating boards. He also spoke on the budget workshops for being the best and thanked all involved. Also thanked Jim and Jason for their work as well as Mary Ellen.

Commissioner Ross stated the Historical Commission made progress on property inventory for Historic District. He also thanked Jim and Jason for their work and was excited for Scott Adkins to start. He also thanked Mary Ellen McDonald, Nichole Lasecki and Christina Mann for their work on the budget. He also spoke on the Challenger Learning Center at SC4.

Commissioner Roehrig thanked Jim and Jason for their work and thanked Mary Ellen McDonald for her work on the budget. She also stated she was looking forward to working with Scott.

Commissioner Hendrick thanked Jim and Jason for their work and Mary Ellen for her work on the budget. She also stated she was excited to work with Scott. She also thanked the Little League and that the City was glad to help and thanked Mike Itrich for his help on the kayak launch.

Mayor Vandenbossche thanked Jim and Jason for their work. She also stated the budget workshops were enjoyable and a great experience and thanked Mary Ellen McDonald for her help. She also thanked everyone for their work on the grant.

**ADJOURNMENT**

Motion by Commissioner Hendrick, seconded by Commissioner Ross, to adjourn at 10:14 p.m. All Ayes**.** Motion Carried.

Respectfully submitted,

Jason A.Bell Interim City Clerk