

**City of Marine City  
City Commission  
January 16, 2020**

A regular meeting of the Marine City Commission was held on Thursday, January 16, 2020 in the Fire Hall, 200 South Parker Street, Marine City, Michigan, and was called to order by Mayor Dave Vandenbossche at 7:00 pm.

After a moment of silence, the Pledge of Allegiance was led by Mayor Vandenbossche.

Present: Mayor Dave Vandenbossche; Commissioners Jacob Bryson, Elizabeth Hendrick, Wendy Kellehan, William Klaassen, Cheryl Vercammen; City Manager Elaine Leven, City Clerk Kristen Baxter

Absent: Commissioner Paul Merchant

Motion by Commissioner Hendrick, seconded by Commission Klaassen, to excuse Commissioner Merchant the meeting. All Ayes. Motion Carried.

Also in Attendance: City Attorney Robert Davis

**APPROVE AGENDA**

Motion by Commissioner Kellehan, seconded by Commissioner Klaassen, to approve the Agenda. All Ayes. Motion Carried.

**PUBLIC COMMENT**

Laura Scaccia, representing 300 Broadway, announced that final approval from the Building Official had been received for River Rec Teen Zone. She said they hoped to open in mid-February.

Terry Avery, 123 N. Belle River Avenue, announced that the Blue Denim Ball would be held on January 28<sup>th</sup> at the Rivertown Event Centre. He said the event raised funds for Friends of City Hall.

**APPROVE MINUTES**

Motion by Commissioner Kellehan, seconded by Commissioner Klaassen, to approve the City Commission Meeting Minutes of December 19, 2019. All Ayes. Motion Carried.

## **CONSENT AGENDA**

Presented:

- A. Departmental Activity Reports
- B. MCAFA December Run Report & Annual Run Report
- C. TIFA Meeting Minutes – November 19, 2019
- D. Community & Economic Development Board Meeting Minutes – November 20, 2019
- E. 2020 Budget Schedule
- F. Preliminary Financial Statements

Motion by Commissioner Kellehan, seconded by Commissioner Bryson, to approve the Consent Agenda. **Roll Call Vote.** Ayes: Vandebossche, Bryson, Hendrick, Kellehan, Klaassen, Vercammen. Nays: None. Motion Carried.

## **FINANCIAL BUSINESS**

### Disbursements

Motion by Commissioner Bryson, seconded by Commissioner Vercammen, to approve total disbursements including payroll, in the amount of \$478,813.74. **Roll Call Vote.** Ayes: Vandebossche, Bryson, Hendrick, Kellehan, Klaassen, Vercammen. Nays: None. Motion Carried.

## **UNFINISHED BUSINESS**

### Recreational Marijuana Zoning

City Attorney Davis addressed questions on the potential tax benefit to municipalities, as well as if there were restrictions on how the tax monies may be used. He stated that when up and running, any tax benefit would not be seen from the State for several years. He also said that the funds would not be restricted and could be deposited in the General Fund.

There was discussion on what the next course of action was regarding the sale and cultivation of recreational marijuana in Marine City and City Attorney Davis suggested several options to get public feedback directly on the issue:

- Hold well-publicized Town Hall meetings

- Put a question on the November ballot

No action taken by the Board.

#### Contract for Renovations to 260 South Parker Street

A Design, Build and Construction Services Agreement between the City of Marine City and the firm Partner's in Architecture-Design Build LLC with final language was presented to the Board for the renovation of 260 South Parker Street.

David Gassen, representative for Partner's in Architecture-Design Build LLC, said that he and his staff would work with City staff through the end of January to develop a preliminary project development document and they would have a project development package, including a guaranteed maximum price, by February 13<sup>th</sup> to the City for approval.

Motion by Commissioner Vercammen, seconded by Commissioner Bryson, to accept the preliminary Design, Build and Construction Services Agreement between the City of Marine City and Partner's in Architecture-Design Build LLC. **Roll Call Vote.** Ayes: Vandenbossche, Bryson, Hendrick, Kellehan, Klaassen, Vercammen. Nays: None. Motion Carried.

### **NEW BUSINESS**

#### Paving/Infrastructure Engineering Plans Proposal

A proposal was received from Wade Trim for engineering services for improvements to Bell Street and West St. Clair Streets for the water main project.

Motion by Commissioner Bryson, seconded by Commissioner Kellehan, to approve the proposal from Wade Trim for engineering services, not to exceed \$31,500.

Roll Call Vote.

Ayes: Vandenbossche, Bryson, Hendrick, Kellehan, Klaassen, Vercammen

Nays: None

Motion Carried.

#### Lawn Care Maintenance of City Properties

City Manager Leven stated that for the past several years, the Board had discussed contracting out lawn care maintenance of City properties to free up resources of part-time employees to help with other jobs in the City. She explained that the bid document outlined specific areas that needed to be mowed and included maps.

Commissioner Hendrick pointed out several areas of City-owned properties that needed to be added to the list that were left off. She asked that the lists and maps be amended with the additional properties prior to going out for bid.

Motion by Commissioner Hendrick, seconded by Commissioner Klaassen, to approve the Request for Proposals for lawn care maintenance for City properties pending updating the lists and maps with the additional properties that were discussed. All Ayes. Motion Carried.

#### Computer Network Support Services

City Manager Leven asked for approval of a Request for Proposals for the City's computer network support services. She stated that our current contract was set to expire in April.

Motion by Commissioner Kellehan, seconded by Commissioner Klaassen, to approve the Request for Proposals for the City's computer network support services. All Ayes. Motion Carried.

#### Resolution No. 001-2020 – Redevelopment Ready Communities

Motion by Commissioner Bryson, seconded by Commissioner Klaassen, to approve Resolution No. 001-2020 Redevelopment Ready Communities.

Roll Call Vote.

Ayes: Vandenbossche, Bryson, Hendrick, Kellehan, Klaassen, Vercammen

Nays: None

Motion Carried.

### **ITEMS REMOVED FROM CONSENT AGENDA**

None.

### **CITY MANAGER REPORT**

In addition to the City Manager's Report provided in the agenda packet, City Manager Leven added the following:

- Met with Jim Shafer, Code Enforcer for East China
- Had follow-up meeting for First Impressions Grant
- Met with Superintendent of East China Schools on bond issue
- Met with Dan Casey regarding Redevelopment Ready Communities
- Took part in a webinar on HR legal changes
- Announced updates at 300 Broadway

- Thanked Erin Viers (temporary employee) for her assistance in the Treasurer's Department

## **COMMISSIONER PRIVILEGE/LIAISON REPORTS**

Commissioner Vercammen announced that an important bond vote for East China Schools was coming up on March 10<sup>th</sup> and encouraged people to get out and vote. She urged homeowners to protect their property if they resided on the Belle River due to the high water levels.

Commissioner Klaassen announced that the Planning Commission was discussing a condominium development project and updating the Master Plan, and made the reminder that the Planning Commission was a recommending body to the City Commission.

Commissioner Hendrick commented that it was great to see the community step up and help a family in need due to a recent house fire. She announced that the new fire engine had arrived.

Mayor Vandebossche thanked other local fire departments for their aid with a recent house fire and complimented the police department and DPW for their efficiency and assistance. He announced the Fireman's Ball on February 1 at the Rivertown Event Centre, and the Lions Club Wild Game Dinner on February 10.

## **ADJOURNMENT**

Motion by Commissioner Hendrick, seconded by Commissioner Klaassen, to adjourn at 8:01 pm. All Ayes. Motion Carried.

Respectfully submitted,

Kristen Baxter  
City Clerk