

**Alma, Michigan  
October 24, 2017**

**Present:** Allman, Ayers, Harrington, Mapes, Mott, Nyman & Piccolo.

**Absent:** None.

**Work Session began at 5:30 p.m.**

Interim City Manager Schooley informed the Commissioners of the following items:

#### DECEMBER COMMISSION MEETING

The second December meeting is currently scheduled for December 26<sup>th</sup>. City Hall will be closed on December 26<sup>th</sup> for the Christmas Holiday. That doesn't prevent us from holding the meeting that day, however we could schedule the meeting for Thursday December 21<sup>st</sup> in the morning. In the past, we have done this to better ensure a quorum and staff participation. This is entirely a Commission call. He does recommend that if the Commission desires to move the meeting we do soon so we can get notice out in a timely fashion. City Commissioners agreed to have the meeting on December 21, 2017 at 6:00 p.m.

#### UNITED WAY LEADERSHIP CONFERENCE

On October 17<sup>th</sup>, Interim City Manager Schooley along with K. Roslund and T. Chick from Assessing, and M. Williams from Public Safety attended the United Way Community Leaders Conference at the Soaring Eagle Casino. (Mayor Mapes was also in attendance) The conference was an excellent blend of speakers and presentations that allowed participants to explore what it meant to be a community leader. Over 300 community leaders from the Central Michigan area spent the morning actively involved in a presentation by Dr. Donald DiPaolo on Leadership. It was a very beneficial presentation that forced you to look at or identify your own leadership traits. Charlie Batch, former Detroit Lion QB was the keynote speaker during lunch and the afternoon was spent in various breakout sessions including education, health, servant leadership, and leading through personal agendas. Following the breakout sessions there were three panel discussions held – Education, Economic Development, and Health. The day ended with a very good session from Ginna Holmes on leaders and a Commitment to Serve. Overall the day was well worth it. He believes that all picked up information that will be very helpful to us here at the city, especially as we progress through many changes.

#### ALMA COLLEGE – VOLUNTEERS

On October 10<sup>th</sup> he attended a breakfast at Alma College that highlighted their internship and volunteer programs on campus. We have had the good fortune of Alma College volunteers in our community over the past couple months. They are a resource that is ready and willing to step in and assist when needed. He had a very preliminary discussion about the use of interns and their developing and running a volunteer program for the City. Volunteers can be an essential source of assistance for us but it also allows community members to play a role in making Alma a better community. While getting volunteers for an event or need is beneficial to the City, it is can be very difficult and time consuming to manage. He believes that establishing a formal volunteer program, developed by, and subsequently run by Alma College students would benefit the city and allow for students to gain real life experience in the workplace. His intent is to follow up on this initial contact within the next month.

#### WOLVERINE RADIO TOWER

On October 12<sup>th</sup>, he met with Harold Stegman of Pro Comm Communications in reference to the Wolverine radio tower on Bridge Avenue. We have been in discussion with Wolverine to acquire the tower since 2015 when we lost our tower at City Hall in a storm. Mr. Stegman filled me in on some of the history and past discussions concerning the tower. It appears we are getting closer to an agreement with Wolverine as there was a delay concerning easement. Upon the completion of the agreement with Wolverine there will be some maintenance issues that need to be addressed. The guy and tension will need to be inspected along with lighting and electrical. There also may be a need

to repaint the tower. Another area of concern is the housing unit may need some sort of conditioned air for the summer heat. He has been assured these are minor, and cost much less than a new tower. An agreement will then need to be worked out between the City and the Gratiot County 911 Authority Board for services. He has been in contact with 911 Director Mark Duflo to start discussions on those agreements.

#### TRANSIT CENTER RADIO GRANT

In relation to the radio tower, Transit has finalized and requested quotes on new radios for the center and buses. The proposed upgrade was to install a GPS enabled radio system for the center and all of the buses. His understanding is that the City's Department of Public Works will eventually be able to piggy back the GPS system for their radios. This \$38,500 project is available through a Michigan Department of Transportation Rural Task Force Grant that was requested in 2014. The grant was approved in 2015 and has an October of 2018 expiration. He has purposely waited until this time when it appeared the tower issue was close to a resolution to put out a request for quotes. Quotes were to be received by October 20<sup>th</sup> and as of this writing all came in at or under the \$38,500 mark.

#### RENTAL INSPECTION POLICY

Code Enforcement Officer Aaron Hale has submitted a policy for and procedure for our rental program. Aaron has done a fantastic job in gaining compliance from our landlords in the City. The policy gives structure and a schedule that defines for landlords their responsibilities. One of the key areas addressed in the policy is the section that defines the procedure for obtaining a search warrant for the property should the landlord fail to respond to the City's request for an inspection. To the degree of the City's authority by law for rental inspections, Aaron has gone over and above with both landlords and tenants to gain compliance. We will present the policy for Commission approval at the first November meeting.

#### DEPARTMENT OF PUBLIC SERVICES – DIRECTOR POSITION

The initial date for interest and application for the Public Services Director Position was October 20<sup>th</sup>. Sheila Letourneau and I will be going through the applications early next week and making calls to qualified candidates for interviews on November 2<sup>nd</sup>. Information is being prepared to be sent to the five committed members of the community panel explaining the process and their role in the behavioral interview. The administrative staff will also receive their information by the middle of next week to conduct the situational interview. It is his understanding that the Commission decided to have non-evaluating, observer presence for these interviews. He will make the times available to the Commission when they are finalized next week.

#### EMPLOYEE SURVEY/MEETING

At the time of the writing of this newsletter the employee meeting is scheduled to take place on October 24<sup>th</sup> (day of Commission Meeting). He had copies of the survey results and meeting presentation for the Commissioners during the work session. He felt it was important to present the information to the employees of the City prior to making it public.

#### BUDGET REVENUE OPTIONS

He understands that the Commission would like to see the viable options discussed at the September 25<sup>th</sup> Introductory Budget Meeting presented at a regular meeting of the commission and not in another special meeting. If this is the consensus of the commission I would like to have myself and staff prepare a presentation for the November 14<sup>th</sup> meeting on the possibilities of either a Special Millage or Special Assessment to increase revenue for the FY2019 Budget. Commissioners agreed to have this presentation at the November 14<sup>th</sup> meeting.

Questions and brief discussion followed. The October 24, 2017, City Commission work session concluded at 6:00 p.m.

**Alma, Michigan**  
**October 24, 2017**

Mayor Mapes called a regular meeting of the Alma City Commission to order at 6:02 p.m. at the Alma Municipal Building.

**Present:** Allman, Ayers, Harrington, Mapes, Mott, Nyman & Piccolo.

**Absent:** None.

Mayor Mapes asked the City Commission and members of the audience to stand and recite the Pledge of Allegiance to the Flag.

Motion by Commissioner Piccolo as supported by Commissioner Allman to approve the minutes of the October 10, 2017 regular meeting.

**Yes:** Allman, Ayers, Harrington, Mapes, Mott, Nyman & Piccolo.

**No:** None.

A public hearing was held at 6:04 p. m. to consider the vacation of the North-South Alley from the south right-of-way line of Superior Street to north line of the East-West Alley in Block 23, Original Town Plat, City of Alma, Gratiot County, Michigan.

Ron Turner, Public Services Director informed the Commission that this alley runs north and south from Superior St. between Woodworth and Gratiot Avenues. The owners of the adjacent properties wish to have a section of the Alley vacated to provide for an outside seating area for the Braveheart Pub. The City will require that the rights for easement for utility maintenance, placement or removal be written into the Vacation and that a public pedestrian-way be maintained the complete length of the vacated section of the alley north and south that shall be a minimum of five feet wide and shall comply with the standards of barrier free design and A.D.A. requirements. Staff recommends that this Vacation be adopted.

Charles Chapman, owner of Braveheart Pub spoke to the Commission on the plans for the outside seating area. It will be a 15 foot by 35 foot fenced in area. He presented a drawing of the outside seating area. He is hoping that the Commission will approve the vacation of the alley.

Mayor Mapes thanked Mr. Chapman for investing in the Community. He asked if this would be a permanent structure. Mr. Chapman stated that the structure is not permanent and will be dismantled in the winter time.

Wane Weiferich, 624 Woodworth supports this vacation of the alley. Likes the idea of the outside seating area.

Motion by Commissioner Harrington as supported by Commissioner Piccolo to close the public hearing at 6:12 p.m.

The following preamble and resolution was offered by Commissioner Mott as supported by Commissioner Piccolo:

**Whereas**, in accordance with Section 14.2 of the Charter of the City of Alma, the City Commission on October 24, 2017, by resolution deemed it advisable to vacate, discontinue and abolish a portion of a public Alley in the City of Alma hereinafter described, and

**Whereas**, 6:00 p.m. was the time set by said resolution when the Commission would meet and hear objections to said proposed vacation, discontinuance and abolishment, and

**Whereas**, notice of such meeting, together with a copy of said resolution, was published in the Morning Sun, a newspaper printed and circulated within the City of Alma, once in each week for four (4) weeks prior to October 24, 2017.

**Now, Therefore, Be It Resolved,** that this day having been the day set for the hearing of objections on the proposed vacation of a portion of a public street in the City of Alma known and described as follows:

The North-South Alley from the south right-of-way line of Superior Street to the north line of the East-West Alley in Block 23, Original Town Plat, City of Alma, Gratiot County, Michigan.

and no objections thereto having been heard, it is ordered that said above described portion of public alley be and the same is hereby vacated, discontinued and abolished reserving, however, easements over, under and across the said parcel for public utility purposes with full right and authority to use said parcel and to enter thereon at all times for the purpose of constructing, repairing, removing, replacing, improving, enlarging and maintaining such public utilities.

**Be It Further Resolved,** that such portion of public alley is absolutely abandoned and discontinued upon the condition that the title to all gas, electric and communication poles, wires, pipes, conduits, cables, appurtenances and facilities now in, under or over said alley is reserved to and shall remain in the respective owners thereof, together with the easement and continued right to occupy said alley within the right-of-way thereof for public utility purposes with present and additional facilities and to operate, maintain, repair, replace or remove the same to the same effect and in the same manner as if said alley had remained a public way.

**Be It Further Resolved,** that a public pedestrian-way be maintained the complete length of the vacated section of the alley north and south that shall be a minimum of five feet wide and shall comply with the standards of barrier free design and A.D.A. requirements.

**Be It Further Resolved,** that the City Clerk, within thirty (30) days after the adoption of this resolution shall forward to the Auditor General and recorded with the Register of Deeds of the County of Gratiot a certified copy of this resolution together with her certificate giving the name or names of any plat, subdivision or addition affected,

**Yes:** Allman, Ayers, Harrington, Mapes, Mott, Nyman and Piccolo.

**No:** None.

**Absent:** None.

#### **Resolution Declared Adopted.**

Motion by Commissioner Harrington as supported by Commissioner Allman to approve the consent agenda requests for payment in the following amounts \$4,713.49 to Siemens Financial Services, Inc. from the July Board of Review Adjustments and \$10,686.39 to Mid-Michigan Area Cable Consortium for the second quarter franchise fee payment.

**Yes:** Allman, Ayers, Harrington, Mapes, Mott, Nyman & Piccolo.

**No:** None.

Motion by Commissioner Mott as supported by Commissioner Piccolo to approve the request for purchase in the amount of \$5,525.37 to FrontLine Services, Inc. for a Thermal Imaging Camera and accessories and truck charger for the Fire Department. The purchase of this camera and equipment was reimbursed 100% by the Luneack Family Foundation.

The Commission thanked the Luneack Foundation for their grant.

**Yes:** Allman, Ayers, Harrington, Mapes, Mott, Nyman & Piccolo.

**No:** None.

Motion by Commissioner Ayers as supported by Commissioner Mott to approve the request for purchase in the amount of \$3,549.93 to First Due for a set of Fire gear, gloves and helmets for the Fire Department.

**Yes:** Allman, Ayers, Harrington, Mapes, Mott, Nyman & Piccolo.

**No:** None.

Motion by Commissioner Harrington as supported by Commissioner Allman to approve the request for purchase in the amount of \$9,570.00 to Michigan Office Solutions for a ScanPro 2200 Plus with monitor and a ScanPro reader printer for the Alma Public Library.

**Yes:** Allman, Ayers, Harrington, Mapes, Mott, Nyman & Piccolo.

**No:** None.

Motion by Commissioner Allman as supported by Commissioner Piccolo to approve a resolution authorizing Interim City Manager Matt Schooley, City Treasurer Karl Hagen, Controller Cynthia Michels and City Clerk Sheila Letourneau as signatories for all City of Alma Bank accounts.

**Yes:** Allman, Ayers, Harrington, Mapes, Mott, Nyman & Piccolo.

**No:** None.

Motion by Commissioner Harrington as supported by Commissioner Allman to approve the contract with Weatherproofing Technologies, Inc. for the replacement of the Mausoleum roof quoted on September 20, 2017 in the amount of \$62,908.00.

Ron Turner, Public Services Director stated that the roof will be guaranteed for 20 years and we are still looking this Fall of doing the replacement.

**Yes:** Allman, Ayers, Harrington, Mapes, Mott, Nyman & Piccolo.

**No:** None.

Motion by Commissioner Harrington as supported by Commissioner Ayers to receive the following report and place it on file: City of Alma, City Manager Search and Selection Process Notes.

Mayor Mapes thanked Commissioners Piccolo, Ayers and Harrington for the time and effort they have put into the development of the Policy.

Commissioner Piccolo felt that establishing a timeline to develop the policy and final step could be proposed for the next meeting.

**Yes:** Allman, Ayers, Harrington, Mapes, Mott, Nyman & Piccolo.

**No:** None.

Motion by Commissioner Ayers as supported by Commissioner Allman to approve Warrant No. 18-07 and to authorize the City Treasurer to issue checks in payment of all claims.

**Yes:** Allman, Ayers, Harrington, Mapes, Mott, Nyman & Piccolo.

**No:** None.

Commissioner Mott wanted to thank the community for the support in the Habitat for Humanity's "Rock the Block"

of Hannah Street. It was very successful, besides the rain. Alma College Soccer and Volleyball athletes volunteered and he thanked them for helping. He wanted to thank all the volunteers for the great turnout.

Commissioner Allman stated that he had met with some of these volunteers at the Community Café and they felt very good about volunteering and were impressed with the progress the Community is making.

Commissioner Piccolo wanted to remind all to be safe on Halloween.

City Attorney Costanzo wanted to thank Braveheart and the Alma Brewing for what they are doing for the City. It is a great thing.

Interim City Manager Schooley wanted to express his thanks to the staff for their support in the Employees Survey. Two meetings were held today with the results of the survey. He appreciates their support as we continue to move forward.

Mayor Mapes stated that this was an employee survey to get the temperature of employee morale and we learned that the City has very dedicated and committed employees and adds his thanks to those investing in the downtown.

Mayor Mapes opened the floor for Public comment.

Wayne Weiferich wanted to thank the Commissioners for closing down Superior Street for the Gratiot County Players Anniversary party. It was a great event. The Players are hoping to do this again next year.

Mayor Mapes feels that the Gratiot County Players are a great asset to the Community.

Les Rosan, 889 Mill will be leaving for the winter soon and wants to make sure the City will keep video taping the minutes and putting the on the web site. He feels that Interim City Manager Schooley has earned a name plate at the podium, he is doing an excellent job.

Michelle Pitts, 626 Slater wanted to thank Mark Williams, Interim Public Safety Director for all he has done in getting the fire hydrants painted, she hopes to have this project done soon.

She wanted to also thank the Commissioners and the public for taking action in bringing positivity back to the City. She especially wanted to congratulate Mark Williams and Matt Schooley since they stepped up the City is better.

Being no further Commissioner or Public comment Mayor Mapes asked for a motion to adjourn.

Motion by Commissioner Harrington as supported by Commissioner Piccolo to adjourn the regular meeting at 6:27 p.m.

**Yes:** Allman, Ayers, Harrington, Mapes, Mott, Nyman & Piccolo.

**No:** None.

---

Gregory S. Mapes, Mayor

---

Sheila Letourneau, City Clerk