

Alma, Michigan
July 24, 2018

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

Absent: None.

Work Session began at 5:30 p.m.

City Manager Schooley informed the Commissioners:

TREASURY UPDATE: CHANGES TO PERSONAL PROPERTY TAX LAW

On June 27, 2018, Governor Snyder signed into law Public Acts 247 and 248 of 2018. These Acts make significant changes to the Local Community Stabilization Authority Act (LCSA Act) and the calculation of personal property tax (PPT) reimbursements. He provided a document that gives further detail regarding the amendments to the LCSA Act.

Key changes within this bill eliminate the confusing annual loss recalculation process, provide for an error correction process and associated reimbursements, updates the millage rate base year, and provides for a dedicated (and increased) stream of revenue for those municipalities receiving fire protection grant dollars for hosting state facilities, among other changes.

Following the Governor's signature of this legislation, Treasury is working to implement the changes in advance of the reimbursements scheduled for later this fall.

CONDITIONAL ZONING DRAFT ORDINANCE

I am looking for some input from the commission on your thoughts about the exploration of a Conditional Zoning Ordinance. This was brought to your attention at a June meeting, and the Planning Commission had a discussion at their meeting on June 4th. There has been correspondence with the city's Zoning Consultant, Donald Wortman about sites in the city that may need some zoning change to be viable. Mr. Wortman advised that the uniqueness of the sites may allow the City to consider the possibility of rezoning under a set of special conditions utilizing Conditional Zoning. Conditional Zoning falls under PA 110, the Planning and Zoning Enabling Act. Conditional Zoning is a tool that has an advantage of adding a level of flexibility to the zoning process, but also adds safeguards regarding future use of the property. The zoning process is the same as regular zoning. This would require an application to the City, review by the Planning Commission, a public hearing, and action by the City Commission. The City's Zoning Map would then be amended. Conditional Zoning also requires a "voluntary" offer of conditions by the applicant as part of the zoning application. There has been significant interest in the Kmart site for a light industrial (non-marihuana) project. I believe conditional zoning would give us a fantastic opportunity to market some sites in the city, that otherwise have proven to be very difficult. A sample ordinance prepared by Wortman is available for you to preview.

Commissioners agreed to an exploration of a Conditional Zoning Ordinance to bring to the next Planning Commission meeting.

UPDATE TO EMPLOYEE POLICY MANUAL

Earlier this week I distributed a copy of the updated City of Alma Employee Policy Manual to the administrative staff. I have asked them to proof the document for content and to give me feedback by the end of this month. The Employee Development Team had already started to proof the policy. I will take the feedback, have some discussions with staff, then format the manual. I would anticipate completing the manual for your eyes by the end of August. I believe this is an important step in the employee development and engagement process. Each department will then have a hard copy for their locations. We are currently looking into ways to better house the ever-growing files and documents that would allow employees electronic access.

BS&A UPDATE

BS&A will be here on July 25th, 26th, and 27th to begin the discovery process with staff. This is a key element that will be instrumental for a successful implementation of the software. Times have been set up with various staff members to sit down with BS&A and talk about their roles and how our current systems have been working, or not working for them. The ultimate goal is to create a plan that will streamline our operations and make us much more efficient and effective. We understand and have expressed to BS&A that we are very interested in what “best practices” they have developed with other municipalities. We believe we are a clean slate, just waiting to learn a better way of doing our jobs.

MERS MEETING

On July 17, 2018 Sheila Letourneau, Cynthia Michels, Teresa Feiss and I met with a Michigan Employees Retirement System (MERS) representative at city hall to discuss several issues concerning the city's retirement planning accounts. We understand our retirement costs and how we manage our retirement cost is of the utmost importance.

- MERS Health Care Savings Program: We discussed removing vacation time from our definition compensation for purposes of calculating a participant's Final Average Compensation under our Defined Benefit plan. This is a somewhat significant cost for an extended period. Participants would still be paid the value of their accrued vacation time, it would now be placed in a Health Care Savings Program that is not taxed on deposit, or withdrawal (use). They can use the monies for insurance premium payments or other qualified medical expenses.
- Mercer Marketplace Retiree Insurance Exchange: Interesting discussion that developed out of the Health Care Savings Program discussion. This is a viable resource that we need to make get in the hands of retirees.
- Closing the gap in unfunded accrued liability: We discussed the merits of some different avenues available to us to assist in closing the gap. We currently have more retired employees than active. We need to fully explore how we can reduce costs and possibly make a greater contribution to work towards 100% funding.
- MERS replacing ICMA: We had no idea that MERS also has a of 457 programs available for our employees. We have asked for some comparisons to our current supplier, ICMA.
- Employee education: MERS is going to work with us to market educational programs for our employees. We have not done a very good job of using their resources, so our employees have a better understanding of how their products can work for them.

MERS RETIREMENT CONFERENCE

The MERS Retirement Conference is scheduled for October 3rd and 4th in Grand Rapids. Get with Sheila if you are interested. We will be working on an employee delegate in the next week.

UTILITY BILLING

After amending the ordinance during our last meeting, we will start the once a month reading on August 20th. Bills will be prepared the week of August 27th and mailed on September 4th. Bills will be due September 20th. Unpaid accounts will be noticed at 45 days past due with shut off for non-payment at 60 Days. An extension process procedure and form to pay utilities has been developed you Cynthia. We believe this will clear up any of the issues we have dealt with in the past regarding shut offs. The payment guidelines (as listed) will require in person signatures so there are no miscommunications.

TRUCKS ON WILLIAMS

We received a correspondence from residents on Williams St. reference commercial vehicles using their block. I must take responsibility for our inaction at this point as I failed to make the proper notifications to the Street Department to investigate the matter. Regarding signage at the businesses, I was of the belief they had been notified by Mr. Brandon (author of the letter) and had already made some movement in that regard. We will make this a priority and report back at our next meeting. My apologies to the commission and the residents on Williams St.

Work Session concluded at 6:05 p.m.

Alma, Michigan
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6:05 p.m.

Mayor Mapes called a regular meeting of the Alma City Commission to order at 6:00 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.

Motion by Commissioner Allman as supported by Commissioner Piccolo to approve the minutes of the July 10, 2018 regular meeting.

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

No: No.

Motion by Vice-Mayor Harrington as supported by Commissioner Ayers to approve the following items on the Consent Agenda for payment: \$5,579.00 to Gratiot County Planning & Permits Department for the building permits from April 1, 2018 through June 30, 2018 and \$2,000.00 to Moritz Lumber for pressure treated lumber for the Rebuild Wright Dream Park project.

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

No: None.

Motion by Commissioner Piccolo as supported by Commissioner Allman to approve the request for purchase in the amount of \$27,848.10 to Pro Comm, Inc for radios, the installation, programming and configuration of the radios, UHF repeater and the FCC licensing of the radios for the Alma Transportation Center.

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

No: None.

Motion by Commissioner Allman as supported by Commissioner Nyman to approve the request for purchase in the amount of \$3,068.00 to Valley Truck Parts for the transmission replacement of the City's fleet GMC Flat rack #216.

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

No: None.

Motion by Commissioner Ayers as supported by Commissioner Nyman to approve the request for purchase in the amount of \$2,295.91 to My Chrysler Dodge Jeep Ram, Mt. Pleasant for a new Steering gear, Fuel tank, Fuel pump connector, O rings and labor for repairs of a police vehicle.

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

No: None.

Motion by Commissioner Nyman as supported by Commissioner Allman to approve the resolution authorizing City Manager Schooley to vote the official ballot of the Michigan Municipal League Workers' Compensation Fund Board of Trustees for a four-year term beginning October 1, 2018.

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

No: None.

Motion by Commissioner Allman as supported by Vice-Mayor Harrington to adopt Ordinance #801 to add Chapter 15 "Medical Marihuana Facilities" to the City of Alma Code of Ordinances

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

No: Mott.

Motion by Commissioner Ayers as supported by Commissioner Allman to adopt Ordinance #802 to amend the Zoning Ordinance of the City of Alma to Regulate the Location of Marihuana Facilities within the City of Alma

Yes: Allman, Ayers, Harrington, Mapes & Piccolo.

No: Mott & Nyman.

Motion by Commissioner Allman as supported by Commissioner Ayers approving the lease agreement with Centria Health Care for the rental property at 217 N. State.

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

No: None.

Motion by Vice-Mayor Harrington as supported by Commissioner Allman to receive the following reports and place them on file: July Board of Review Minutes of July 17, 2018 and the Code Enforcement Report June 2018.

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

No: None.

Motion by Commissioner Ayers as supported by Commissioner Allman to approve Warrant No. 19-02 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 Allman expressed his thanks to everyone for their continued input and comments on the Marihuana issue. We have passed this ordinance as a matter of necessity. The Ordinance was passed to regulate it. Your comments were extremely valuable to us. We hope you remain involved. This is not the end but the beginning. We need to take time in administrating the Ordinances. We plan to be transparent and want your voices heard. This is the best in Civic action he has seen.

Commissioner Mott stated that the playscape looks good. He enjoyed watching everyone working together. The Committee did amazing work in getting this project to completion. He appreciates their efforts as well as the whole Community.

Vice-Mayor Harrington wanted to announce that the Summer Youth Theatre Worksop will be putting on a performance the first two weekends in August at the Strand Theatre. Please think about attending. It will be

a great show.

Commissioner Ayers echoed Commissioner Altman's comments and is hoping that the procedures to get the licensing in place will be soon.

Commissioner Piccolo appreciated everyone's input.

City Manager Schooley expressed his concerns with what do we do next in regard to the new Ordinances. We will look at other Communities, who have Ordinances in place, to see how they are working. Alma will need time to develop the next step.

Mayor Mapes spoke that the application process will be the next step. He appreciates the Community coming together. This was a difficult subject. We will be putting a Task Force together to work on the process. If anyone is interested, please contact him. He also wanted to thank the Rebuild the Dream Park Committee for their work in completing the Park project.

Mayor Mapes opened the floor to public comments.

Eric Huff, 570 Charles was representing the Rebuild Alma's Wright Park Committee. He wanted to thank everyone involved with the project especially the City Employees who worked on getting the project off on the right foot that first day of construction. What a difference maker this was for the project. Check out their Facebook page for over 500 pictures of the work being done. Miraculously the weather held out. Now we need dryer weather to have the Poured-in-Place surface laid. This is about 10 days out. This is going to be a destination park, one of the best in the nation. Next will be a walking track in the Park and an archway created with the pieces of the old structure by local artist Amanda Brady. August 15th is the tentative date for the Grand Opening celebration. He again wanted to thank the City for their support.

Mayor Mapes asked Eric to pass along the City's thanks to the Rebuild Alma's Wright Park Committee members.

Public Safety Administrator, Mark Williams told everyone that the Alma Fire District has finally received the new Squad Fire Truck, and all are welcome to view the truck after the meeting. This new vehicle is one of the most important and valuable trucks in the Fire Department.

There being no further public comments, Mayor Mapes called for a motion to adjourn the meeting.

Motion by Commissioner Piccolo as supported by Commissioner Allman to adjourn the meeting at 6:38 p.m.

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

No: None.

Gregory S. Mapes, Mayor

Sheila Letourneau, City Clerk