

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

**Absent:** Ayers.

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

City Manager Schooley presented the December 7, 2018 Newsletter for discussion:

### **Agenda Items**

- Public Hearing  
Public hearing to consider a request from Shiloh Die Cast Midwest, LLC for a PA 198 Tax Exemption Certificate.

Consideration of a resolution approving the application for an Industrial Facilities Tax Exemption Certificate for twelve years for real property.

Consideration of a resolution authorizing Mayor Mapes to execute the P.A. 198 Agreement of Understanding between Shiloh Die Cast Midwest, LLC and the City of Alma for the issuance of an Industrial Facilities Exemption Certificate.

- Request for Purchase  
Request for purchase in the amount of \$1,775.00 to Overhead Door of Lansing to replace 2 door sections, cables and clips on the perimeter seal for the Public Works Garage building. This purchase was approved by the city manager on an emergency basis. The west door had been struck by a truck.
- Ordinances  
Consideration of a resolution introducing Ordinance #806 to amend the Zoning Map of the City of Alma as it appears in Section 32-32 of the Ordinances of the City of Alma. This ordinance is to rezone the property at 601 Woodworth from R-1, Single Family Residential to OS, Office Services Zoning District, subject to the conditions set forth in the Conditional Rezoning Agreement.

On December 3<sup>rd</sup> the Planning Commission held a Public Hearing for this property to consider the request for conditional rezoning. Ivory Manor, LLC is the requesting party. The property had been a church with no parking lot that has been on the market for nearly 2 years. Planning Commission recommended this be moved to the City Commission for consideration.

City Manager Schooley advised the Commissioners that part of the Conditional Rezoning process is to have a pre-meeting with property owners to get their feelings on this zoning change. A pre-meeting with the affected property owners was held. Nine property owners attended. Most of the owners were concerned that their property values would decline with this Conditional rezoning. It was brought to their attention that a deteriorating structure would do more in declining their property values. The prospective purchaser wants to move her CPA accounting firm to this building and use the adjacent empty lot as a parking lot. It had been discussed to place shrubbery as a block on the north side of the property but after hearing concerns from the northern property owner the prospective buyer will be placing fencing on the property. There will be no lighting in the parking lot. It is recommended that that after two years on the market that this structure has no other recourse than to be Conditionally rezoned.

**Informational**

- Procurement Policy

Please see the draft of the new procurement policy. Below are the procurement numbers with some changes from the last meeting. We would like to finalize the policy for the commission right after the start of the New Year.

Invoice Approval Thresholds

Type of Purchase	Requisitioning Person Approval (per Dept Head)	Department Head Approval	City Manager Approval	City Commission Approval
Supplies, Equipment, Non-Professional Services and Information Services	Up to \$500 (\$500)	Up to \$5,000 (\$500)	Up to \$10,000 (\$1500)	Over \$10,000 (over \$1500)
Leal and Audit Services			All	All
Capital, Maintenance Contracts, and Other Professional Services			Up to \$10,000 (\$1500)	Over \$10,000 (over \$1500)

- Michigan Municipal League Recreational Marihuana What Now Seminar

On November 30, 2018 I along with Mayor Mapes, Commissioner Ayers, and Commissioner Elect Stahl attended a seminar presented by the Michigan Municipal League that intended to answer some questions about the Michigan Regulation and Taxation of Marihuana Act (MRTMA). It appears there are not a lot of answers at this time. The law went into effect on December 6, 2018. A person at least 21 years of age may possess, use, consume, purchase, transport, or process 2.5 ounces or less of marihuana. Within a person’s residence, a person may possess, store and process not more than a) 10 ounces of marihuana, b) any marihuana produced by marihuana plants cultivated on the premises, and c) for one’s personal use, cultivate up to 12 plants at any one time, on one’s premises.

Unlike the Medical Facilities Act, for which municipalities had to “opt-in”, municipalities must “opt-out” of the MRTMA. There is no immediate rush to “opt-out” since the State has one year to assemble regulatory framework so as to begin accepting applications for licensure. However, if the State does not put regulatory framework in place within one year, licensure will, by default under the MRTMA, fall to local municipalities. The municipality, not the State, becomes the regulatory body for the period of the license; must issue a license within 90 days of receiving application unless the applicant is not in compliance with local ordinance. For that reason alone, I believe we would be smart to “opt-out” sometime in early 2019, at least for a period of time until the State has established any regulatory framework. Once that framework is developed, the Commission may choose to re-visit the City’s options.

- Medical Marihuana Licensing Information

Please see the draft Issuance of Medical Marihuana Facilities License Process along with the draft Zoning Pre-Approval Form and draft Marihuana Facilities License Applications. Please take a look at the documents prior to the meeting. If you have any questions committee members will be happy to discuss them at the work session. The task force will meet to finalize the documents.

- City of Alma Commission and Board Appointments: January 8<sup>th</sup> Organizational Meeting

We will hold our annual organizational meeting on January 8<sup>th</sup> 2019 starting at 5 pm. There are a number of items we are required to address. At that time, the Commission shall appoint a Mayor and

Vice Mayor who shall serve until the first day of January following the next City election. I have attached a listing of the commission and board appointments from 2018 to give you an idea of what is available. We had some discussion at the planning commission and I believe Don Ayers and Michelle Pitts both would like to stay on the commission. Don could become an at large member, and Michelle could take his place as a commissioner. I am compiling a list of open positions for community members. After the meeting next week, we will publish a request for application and get the information to the appropriate boards. I believe we have an open spot for a resident on the DDA, Alma Housing Commission has an opening as does the planning commission.

- **FY 2020 Budget Schedule**

The schedule for the upcoming FY 2020 Budget preparation has been set. Note for Commissioners is the January 23<sup>rd</sup> date set for the Annual Goal Setting Session at the Alma Library from 5:30 p.m. to 7:30 p.m. I wanted to get this out so everyone has a chance to make note on their calendars.

- **Planning Commission Notes:**

A request to rezone the parcel of land located at 211 Woodworth Avenue, Parcel #29-51-031-309-00 from B2, General Business to LI, Limited Industrial has been received from the owners Joseph and Dawn Ahern. The parcel to the east is zoned LI, Limited Industrial allowing the property owner to request this zoning designation for leasing the property as a medical marijuana grow facility. Planning Commission Public Hearing set for January 7, 2019 at 5:30pm.

A Special Use Permit and Conditional Rezoning Request has been received by Gemini Capital Management, LLC for 313 N State Street, Parcel #29-51-031-041-00. The applicant is proposing to develop eight (8) residential units on the second floor, and to conditional allow on (1) apartment on the first floor of the building annex. The property is zoned B-1, Central Business District. The B-1 district does allow residential uses provided they are on the second or higher floors of a permitted use through the issuance of a Special Use Permit. Planning Commission Public Hearing set for January 7, 2019 at 5:30 pm.

- **T-Mobile Lease Agreement**

Staff is recommending for approval of a new agreement with T-Mobile for use of the City's Jerome Road elevated water tower tank for their communication antennas. This renewal takes into account the changing conditions in the technology market and company mergers.

- **Come Home to Alma Holiday Celebration**

The Come Home to Alma for the Holidays Celebration put on by the Alma Action Association scheduled for Friday December 14<sup>th</sup>. The parade starts at 5:45 pm at Gratiot Ave. heading West on Superior St. to Park Ave. Help to promote the local businesses by stopping by the downtown stores from 5:30 pm – 8:30 pm. There are many family friendly events and performances throughout the downtown to get you in the Holiday spirit. It all culminates with the Christmas Tree lighting and Cash Giveaway at 8:30 pm between the Chamber Office and Alma True Value Hardware.

- **Jingle Bell 10K – 5K – Run/Walk**

Too much to eat on Friday night at the Come Home to Alma Celebration? Run or walk it off on Saturday morning at the 8<sup>th</sup> Annual Jingle Bell Run/Walk. Race Day Registration starts at 8:30 am at St. Mary's School. The kids Reindeer Trot begins at 10 am with the 10K, 5K, and Walk starting shortly after.

- Happy Holiday Bonus to City Staff  
All City staff, including City Commission should have received their holiday bonus deposited to their accounts earlier this week. I am grateful for the efforts made by everyone over the past year to make this City a better place to live and work. Happy Holidays to everyone!!
- Reminder: Second December Meeting Moved to Thursday, December 27th

Questions and brief discussion followed. The December 11, 2018, City Commission work session concluded at 6:00 p.m.

**Alma, Michigan  
December 11, 2018**

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, Harrington, Mapes, Mott, Nyman & Piccolo.

**Absent:** Ayers.

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 Allman as supported by Commissioner Piccolo to approve the Agenda of this December 11, 2018 meeting with an additional Request for Purchase to I. T. Right.

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

**No:** None.

Motion by Commissioner Piccolo as supported by Commissioner Nyman to approve the minutes of the November 27, 2018 regular meeting

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

**No:** None.

Mayor Mapes opened the Public hearing to consider a request from Shiloh Die Cast Midwest, LLC for a PA 198 Tax Exemption Certificate at 6:00 p.m.

Jim Wheeler of Greater Gratiot Development spoke to the Commission on this request from Shiloh. A PA 198 Tax Exemption is a tool to encourage expansion. Shiloh will be expanding their property to increase the size of the building to bring to the Alma plant a new line for processing. They will be retaining 5 jobs as well as increasing 5 more new jobs.

Joe Bowen, Plant Manager added that this will be a win win situation for the City as well as the company. Construction has already been started and they hope that the project will be completed by the end of January 2019.

Mayor Mapes expressed his appreciation of the investment that Shiloh is making into the City.

Being no further discussion Mayor Mapes asked for a motion to close the Public Hearing.

Motion by Commissioner Piccolo as supported by Commissioner Nyman to close the Public Hearing at 6:10 p.m.

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

**No:** None.

Motion by Commissioner Mott as supported by Commissioner Allman to adopt the resolution approving the application for an Industrial Facilities Tax Exemption Certificate to Shiloh Die Cast Midwest, LLC for twelve years for real property.

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

**No:** None.

Motion by Commissioner Allman as supported by Vice-Mayor Harrington to approve a resolution authorizing Mayor Mapes to execute the P.A. 198 Agreement of Understanding between Shiloh Die Cast Midwest, LLC and the City of Alma for the issuance of an Industrial Facilities Exemption Certificate.

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

**No:** None.

Motion by Vice-Mayor Harrington as supported by Commissioner Piccolo to set a public hearing for Tuesday, January 8, 2019 at 6:00 p.m. to consider the creation of an Obsolete Property Rehabilitation District for the property located at 313 N State Street for the purposes of creating upper story apartments.

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

**No:** None.

Motion by Vice-Mayor Harrington as supported by Commissioner Piccolo to approve the consent agenda request for payment in the following amount: \$2,904.90 to White Pine Library Cooperative for the Alma Public Library annual membership fee.

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

**No:** None.

Motion by Vice-Mayor Harrington as supported by Commissioner Piccolo to approve the request for purchase in the amount of \$2,900.00 to Hamilton Electric Co. to refurbish two Flygt mixers at the Wastewater Treatment Plant.

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

**No:** None.

Motion by Commissioner Allman as supported by Commissioner Mott to approve the request for purchase in the amount of \$30,038.50 to Todd Wenzel Buick GMC of Westland for a 2019 GMC 2500 4x4 Pickup for the Public Works Department.

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

**No:** None.

Motion by Commissioner Allman as supported by Commissioner Nyman to approve the request for purchase in the amount of \$1,775.00 to Overhead Door of Lansing to replace 2 door sections, cables and clips on the perimeter seal for the Public Works Garage building.

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

**No:** None.

Motion by Commissioner Allman as supported by Commissioner Piccolo to approve the request for purchase in the amount of \$7,250.00 to Engineered Protection Systems, Inc. for Security Cameras at the Alma Transit Center.

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

**No:** None.

Motion by Commissioner Nyman as supported by Commissioner Allman to approve the request for payment in the amount of \$1,748.00 to Rhonda Rohrer for an Alma Downtown Development Authority Façade Improvement Grant for the property at 408 Woodworth.

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

**No:** None.

Motion by Commissioner Piccolo as supported by Commissioner Nyman to approve the request for purchase in the amount of \$4,190.34 to I. T. Right for switch replacements and upgrade fiber connectivity for City Hall, Wastewater and the Public Works Departments.

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

**No:** None.

Motion by Commissioner Piccolo as supported by Commissioner Nyman to receive the bids for the CIP 2019 Sewer Inspection Services and to award the bid to low bidder American Waste, Inc. d/b/a Northern A-1 Services in the amount of \$1,730.00.

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

**No:** None.

Motion by Vice-Mayor Harrington as supported by Commissioner Allman to authorize Mayor Mapes to execute the 2018 Application for Certification for the Community of Alma to be officially certified as a Tree City USA, having achieved the standards set forth by the Arbor Day Foundation.

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

**No:** None.

Motion by Commissioner Mott as supported by Commissioner Nyman to adopt Ordinance #805 to amend the Zoning Map of the City of Alma as it appears in Section 32-32 of the Ordinances of the City of Alma. This Ordinance is to rezone the property at 315 Harvard from R-1, Single Family Residential to R-2 Two-Family Residential District, subject to the conditions set forth in the Conditional Rezoning Agreement.

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

**No:** None.

Motion by Commissioner Nyman as supported by Commissioner Allman to approve the resolution introducing Ordinance #806 to amend the Zoning Map of the City of Alma as it appears in Section 32-32 of the Ordinances of the City of Alma. This Ordinance is to rezone the property at 601 Woodworth, City of Alma, Gratiot County, Michigan from R-1, Single Family Residential to OS, Office Services Zoning District, subject to the conditions set forth in the Conditional Rezoning Agreement.

**Yes:** Allman, Harrington, Mapes, Mott, Nyman & Piccolo.  
**No:** None.

Motion by Commissioner Allman as supported by Commissioner Piccolo to approve a resolution authorizing the execution of a Conditional Rezoning Agreement with the City of Alma and Alan Leute, as Trustee under the Alan D. Leute and Marcy J. Leute Trust No. 1, property owners, which conditionally rezones the property located at 315 Harvard from R-1, Single Family Residential District to R-2, Two Family District.

**Yes:** Allman, Harrington, Mapes, Mott, Nyman & Piccolo.  
**No:** None.

Motion by Commissioner Nyman as supported by Commissioner Piccolo to receive the following reports and place them on file: Planning Commission Meeting Minutes of November 2, 2018; Alma Transit Center November 2018 report; Alma Police Department November 2018 report; Building Permit November 2018 report and the Code Enforcement November 2018 report.

**Yes:** Allman, Harrington, Mapes, Mott, Nyman & Piccolo.  
**No:** None.

Motion by Commissioner Piccolo as supported by Commissioner Nyman to approve Warrant No. 19-11 and to authorize the City Treasurer to issue checks in payment of all claims.

**Yes:** Allman, Harrington, Mapes, Mott, Nyman & Piccolo.  
**No:** None.

Mayor Mapes asked for Commissioner comments.

Commissioner Piccolo hoped that all would come out to enjoy the Come Home to Alma for the Holidays this Friday in downtown Alma.

Commissioner Mott thanked Shiloh for their investment.

City Manager Schooley made a note that the Alma Transportation Center's ridership was up to 6,100 in November higher than last November. He credits staff for the effort and long hours in completing this task. He wishes everyone a Happy Holiday.

Mayor Mapes hopes to see a good attendance at the Come Home to Alma for the Holidays. He knows that this event will be a lot of fun and a great activity for Downtown.

Mayor Mapes opened the floor for Public Comments.

Laurie Wilson, 517 Michigan, St Louis again appeared thanking all for their support.

Tim Lambrecht, County Commissioner wanted to wish everyone a Happy Holiday. He addressed that the Septic Ordinance is on hold at the moment. The Health Department heard a lot of good questions from the residents of the townships. They will be holding Public Hearings in February to answer these important questions. He thanked Mayor Mapes and City Manager Schooley for meeting with the County Parks Board on revenue funding. He is confident that good things will happen because of this meeting. It has been smooth running at the County. More Wind turbines will be coming to the County. He has been asked to join the U S Leadership Conference Advisory Board to discuss international business affairs and how they can benefit the

County and the State of Michigan.

Lynn Ludy gave a report of the Book Sale scholarships. Thirteen Gratiot County residents benefited from the \$11,500 dollars raised to continue their educations that had been interrupted before their completion.

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

Motion by Commissioner Allman as supported by Commissioner Piccolo to adjourn the regular meeting at 6:50 p.m.

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

**No:** None.

---

Gregory S. Mapes, Mayor

---

Sheila Letourneau, City Clerk