

**Present:** Allman, Harrington, Mapes, Mott, Piccolo, Pitts & Stahl.

**Absent:** None.

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

City Manager Schooley presented the February 8, 2019 Newsletter for discussion:

### **Agenda Items**

Pretty light agenda this week.

### **Informational**

- **Tour of Water and Wastewater Plants**

I would like to set the tours of the Water and Wastewater facilities for February 20<sup>th</sup> at 11:30 am. Brett will have a transit bus for us all here at the Municipal Building. We would probably spend about 45 minutes per location. Please let me know if you will not be able to make it for the tour. Staff looks forward to having you see what they do every day.

- **Medical Marihuana Licensing Pre-Meeting**

On February 6<sup>th</sup> we held the Medical Marihuana Informational Meeting here at the Municipal Building. Weather again was a factor we believe. There were only 12 people in attendance, but we discovered there were a couple of attorneys who represented as many as 5 separate entities each. We believe there may have been as many as 15-20 possible applications represented. Aeric did a great job of presenting our process and there was good conversation between staff and potential applicants. It was apparent that those that attended appreciated the time and detail we put into this process. None of the potential applicants has been involved with a municipality that took the time to have a pre-meeting to explain their process.

Aeric Ripley's PowerPoint and the final issuance of license policy is available for review. In the final policy we made notification that Applications would be available for those who were zoning qualified on February 8<sup>th</sup>. Full applications are now due on March 29<sup>th</sup> with a lottery date (if necessary) to be determined by the City after the number of applicants is known.

For reference, Mt. Pleasant received 57 applications for their licenses and Aeric, Aaron and I will be attending their lottery on February 13<sup>th</sup> to see the process.

- **Kudos to Staff – Winter Storm Jayden**

I understand that while I was in not so sunny or warm Florida over the past week that Alma went through quite a stretch of cold weather. I haven't found anyone who has been very sympathetic towards me, so I will quit whining about the mid-50s temps. I am so proud of how the staff responded during this crazy weather. I have heard from numerous people about how well our crews did in keeping the roads passable and clear. I understand there was a water main break that needed attention for a full day in subzero weather. Not just anyone can do the jobs our people do. Thanks again to everyone for putting forth great effort under adverse conditions.

- **Utility Billing**

When the City changed utility billing to a once a month process there are a number of concerns that became evident in the operation of the Finance department utility billing. One of the significant items was the volume of delinquent utility bills the City carried on the books as receivable. While there are several causes the fact is we needed a remedy. The finance department led by Jeff Thompkins took on the task of contacting utility customers and collecting accounts. Jeff developed and implemented a plan to reach out to each delinquent customer and offer a way to catch up their account. They started with 434 delinquency letters totaling \$68,422.09 outstanding. The letter included the parameters of the collection plan and information and forms for customers to react to. At the end of two weeks all but 5 active accounts had responded to the letters. The city collected \$93,364.98 on the accounts which received letters.

Jeff will be here to present how this all was accomplished. Great job of problem solving by all involved!

- **Karl Hagen Announces His Retirement**

After 38 ½ years, Karl Hagen has announced his intention to retire from the City of Alma on March 17, 2019. Karl has been a valuable member of the City for such a long time. Karl started working for the City of Alma on September 17, 1980. Where were you in 1980? His dedication and commitment to the citizens of this community is second to none. Karl has spent the majority of his time working behind the scenes making things operate from the IT perspective. He stepped up and took on the Treasurer's role in October of 2017. Of course, we will be doing something a little more formal for his retirement and those plans will be announced soon.

- **Joint Session of Alma School Board and Alma City Commission**

Last month Aeris and I met with Alma Public Schools Superintendent Donnalynn Ingersoll to discuss the old Alma Middle School site and the potential for future sale and development. We thought it would be best if we held a joint meeting between the school board and the City Commission, along with zoning consultant Don Wortman. We believe it would be in the best interest of both the City and Schools to have an open discussion on ideas and concerns for the property. We have scheduled the meeting for March 19<sup>th</sup> at 5:30 pm at Alma High School. Please let me know if there are any issues with this date as soon as possible.

- **2019 Goal Setting Session**

A personal thank you from me to all that participated or attended the goal setting session on January 23<sup>rd</sup>. The admin staff was proud to be able to tell the Commission about their accomplishments in 2018, and to give you an idea of what is in store for 2019. I am very proud of what we have been able to accomplish in a relatively short period of time. We look forward to making this an even better year ahead. We fully understand that we are just getting started working as a complete organization with one voice, following our Core Values of **TRIPLE**, and making Alma a better place to live and work.

City Manager Schooley advised the Commissioners that our Public Services Director has presented his two weeks' notice. He thanked him for all he has done in his short time here.

Mr. Leute told the Commission that he enjoyed his time here in Alma but that this new position will be a challenge and rewarding.

Questions and discussions followed.

The February 12, 2019, City Commission work session concluded at 6:00 p.m.

**Alma, Michigan  
February 12, 2019**

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, Piccolo, Pitts & Stahl.

**Absent:** None.

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

Mayor Mapes asked the Commission to add an item to the Agenda.

Motion by Vice-Mayor Harrington as supported by Commissioner Allman to approve the Amendment to the Agenda adding a request to appoint a Finance sub-committee.

**Yes:** Allman, Harrington, Mapes, Mott, Piccolo, Pitts & Stahl.

**No:** None.

Motion by Commissioner Piccolo as supported by Commissioner Mott to approve the minutes of the January 22, 2019 regular meeting and the January 23, 2019 goal setting session.

**Yes:** Allman, Harrington, Mapes, Mott, Piccolo, Pitts & Stahl.

**No:** None.

Motion by Vice-Mayor Harrington as supported by Commissioner Allman to receive and award the bids for the annual chemical procurement for the Waste Water Treatment Plant. The following bids were received on February 4, 2019:

<b>BIDDER</b>	<b>Bid Security</b>	<b>Chlorine 16 tons</b>	<b>Ferric Chloride 26 dry tons</b>
PVS Technologies, Inc. Detroit, MI	Bid Bond	No Bid	<b>\$584.00/dry ton**</b> <b>\$15,184.00</b>
Kemira Water Solutions Lawrence, KS	Check	No Bid	\$649.00/dry ton \$16,874.00
JCI Jones Chemicals Riverview, MI	Bid Bond	<b>\$650.00/ton**</b> <b>\$10,400.00</b>	No Bid

**\*\*Recommended bidder**

**Yes:** Allman, Harrington, Mapes, Mott, Piccolo, Pitts & Stahl.

**No:** None.

Motion by Vice-Mayor Harrington as supported by Commissioner Allman to approve a resolution to allow local residents to Protest in Writing and that the City of Alma Board of Review shall receive letters of protest regarding assessments from resident taxpayers from the first Tuesday in March until it adjourns from Public Hearings.

**Yes:** Allman, Harrington, Mapes, Mott, Piccolo, Pitts & Stahl.

**No:** None.

Motion by Commissioner Pitts as supported by Commissioner Piccolo to approve the introduction of 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 and 119 Hastings, 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, Piccolo, Pitts & Stahl.

**No:** None.

Motion by Vice-Mayor Harrington as supported by Commissioner Piccolo to approve Ordinance #807 to amend Chapter 46 solid waste as it appears in the Ordinances of the City of Alma. Ordinance #807 will replace Chapter 46 of the Code of Ordinances with updates and needed revisions.

**Yes:** Allman, Harrington, Mapes, Mott, Piccolo, Pitts & Stahl.

**No:** None.

Motion by Commissioner Mott as supported by Commissioner Piccolo to receive the following reports and place them on file: Alma Transit Center January 2019 Report; Alma Police Department January 2019 Report and the Alma Building Permit Report for January 2019.

**Yes:** Allman, Harrington, Mapes, Mott, Piccolo, Pitts & Stahl.

**No:** None.

Motion by Commissioner Allman as supported by Vice-Mayor Harrington to appoint Jim Wheeler to the Gratiot Area Water Authority Board for a term of two years ending 01/11/2021.

**Yes:** Allman, Harrington, Mapes, Mott, Piccolo, Pitts & Stahl.

**No:** None.

Motion by Commissioner Mott as supported by Commissioner Allman to appoint Vice-Mayor Harrington, Commissioner Piccolo and Mayor Greg Mapes to a sub-committee to review the processes and procedures of the City's Finance Department during its restructuring.

**Yes:** Allman, Harrington, Mapes, Mott, Piccolo, Pitts & Stahl.

**No:** None.

Motion by Commissioner Piccolo as supported by Commissioner Allman to approve Warrant No. 19-15 and to authorize the City Treasurer to issue checks in payment of all claims.

**Yes:** Allman, Harrington, Mapes, Mott, Piccolo, Pitts & Stahl.

**No:** None.

Manager Schooley wanted to recognize the Public Services Department employees for their hard work and dedication to the City during this polar vortex we are experiencing. They cleared the streets, plowed the snow and worked on fixing water mains in severe weather conditions. Manager Schooley asked those employees in attendance to stand and be recognized. Thank you for your service.

David Ringle, Assistant Public Services Director wanted the Commission to know that the Public Service crews take real pride in their work. Many other entities did not have their employees out working but our employees knew that the work needed to be done and accomplished it.

City Attorney Costanzo expressed his thanks to the Public Services crews who worked on the watermain break on Luce Rd. That was a testament to their dedication and hard work efforts.

Doug Sierakowski from the Water Department wanted to express his thanks to the resident on Luce Rd who brought the crew Hot Chocolate.

Manager Schooley asked Jeff Thompkins to step forward. Jeff was presented with a Challenge Coin for displaying the City's core Values- teamwork, respect, integrity, pride, learning and excellence in developing and implementing the plan to reach out to delinquent Water customers and offer a way for the to catch up their accounts. Out of the 434 delinquencies all but five have responded to the plan to clear their delinquencies.

Mayor Mapes asked for Commissioner comments.

Commissioner Stahl thanked the crews for plowing the streets and keeping the water flowing.

Commissioner Pitts wanted to congratulate the Public Service crews for their efforts and the whole City staff for their positive energy, she appreciates it.

Commissioner Piccolo thanked the staff.

Vice-Mayor Harrington thanked the Public Service crews and the unknown man who helped her get unstuck before this meeting.

Commissioner Mott wanted to recognize the firefighters who worked through the severe weather.

Commissioner Allman stated that he was proud to be an Alma citizen.

City Attorney Costanzo said that all should be commended. He also wanted Alan to know he will be missed.

Mayor Mapes thanked all for what they do all year. He is proud to be a part of it. He has enjoyed working with Alan, wished him well, sorry to see him leave.

Mayor Mapes opened the floor for Public Comments.

Laurie Wilson, 517 Michigan, St Louis wanted to show her support for the firefighters during this freezing weather.

Mayor Mapes was grateful to the Firefighters Association for the program that was presented by the Charleston South Carolina speaker. He is happy to know that Alma firefighters follow safety protocols.

Mark Williams, Public Safety Director wanted to express his appreciation for the Public Service Departments and crews. The Police and Fire departments depend on them all year long, so they can do their jobs.

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 6:30 p.m.

**Yes:** Allman, Harrington, Mapes, Mott, Piccolo, Pitts & Stahl.

**No:** None.

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Gregory S. Mapes, Mayor

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Sheila Letourneau, City Clerk