



CITY COMMISSION MEETING MINUTES

City Hall, 222 South Maple Street, Fennville, MI 49408
Monday, August 5, 2019
7:00 p.m.

1. Call to Order/Roll Call

The meeting was called to order by Mayor Pantelleria at 7:00 pm.

Present: Almquist, Brien, Hageman, Hayden, Machan, Pantelleria.

Absent: Suerth

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Approval of Agenda

The Agenda was approved as presented.

4. Public Comments

The Mayor made a statement: the City Commission is nonpartisan and the political opinions expressed by individual Commissioners outside of this forum do not represent or share the support of the Commission.

5. Approval of the following City Commission Minutes:

- a. Regular Meeting: July 15, 2019

Moved by Pantelleria, seconded by Machan, to approve the minutes of July 15, 2019 as presented. Voted Yes: All. Motion carried.

6. Reports & Minutes

None.

UNFINISHED BUSINESS

7. The City Commission will be asked to approve Resolution 2019-06: A Resolution authorizing an Installment Purchase Agreement.

Background Information

In June, the City Commission approved an installment purchase agreement for the former Chemical Bank site. However, that original agreement was rejected by the Seller. Our attorneys have drafted a new agreement and resolution which is acceptable to the Seller. Due to some additional legal language that is included, the attorneys have requested that the City Commission make a new motion to approve a Resolution authorizing the agreement. None of the original terms of the agreement have changed, it just includes some additional legal language.

Upon review of the revised purchase agreement and resolution, it was noted that deed restrictions are included but the specifics were not attached. Approval of the agreement and resolution tabled until deed restrictions are included.

8. The City Commission will be asked to approve a professional services agreement with Prein&Newhof and authorize work to begin for Design Phase 1 Services.

Background Information

The City engaged Prein&Newhof to complete the application process to EGLE for SRF Funding for the sewer infrastructure improvements. The professional services agreement approved at that time only included the application for funding. That application was submitted on July 1 and we are now awaiting a response from EGLE regarding funding.

After speaking with Dana Burd from Prein&Newhof, staff feels it would be beneficial to begin the next phase of design work while we await the response. Prein&Newhof has prepared a proposal and scope of services for the completion of the project.

With the pending nature of our disadvantaged status, Amanda Morgan has asked them to divide the proposal into phases that can be authorized as we continue to move forward with the project. These phases allow us to proceed with design work but also give us flexibility should we need to consider alternative funding methods. Each phase will require specific action from the Commission before moving forward.

Moved by Brien, seconded by Almquist, to approve a professional services agreement with Prein&Newhof and authorize work to begin for Design Phase 1 Services. Voted Yes: All. Motion carried.

NEW BUSINESS

9. The City Commission will be asked to approve budget amendments as recommended by the Fennville Area Fire Board.

During their last meeting, the Fennville Area Fire Board considered amendments to their current budget. While the board is able to approve amendments within a cost center, amendments that require funds be moved between cost centers require approval by each participating entity. The attached information shows the budget and the proposed amendments.

Moved by Machan, seconded by Brien, to approve budget amendments as recommended by the Fennville Area Fire Board. Voted Yes: All. Motion carried.

10. Reports of Standing Committees:

- a. Finance/Personnel: Almquist will continue to review the City's bank statements. Morgan to look into the current bonding status of the city staff.
- b. City Services (Police, Ambulance & Fire): The Fire Department ran 36 calls last month; approved Berthiaume & Company as the auditor for the Fire Department; approved an RFP from Johns Auto for servicing of small engines; Dave Johnson (Manlius Township) will remain chairperson for one more year. The Police car is getting a cam replacement; county speed signs are on loan and will be placed at different areas in the City over the next few weeks; Morgan will look into a block grant for the purchase of signs for the City.
- c. City Properties: Permission granted to resident of 204 Reynolds to mow a strip of City owned property abutting his property. Hageman would like to find a place within the City limits to place a small skateboarding ramp; Morgan will check into insurance requirements.
- d. Ordinances/Community Relations: The SCA's Fiesta event was well attended. Food Truck event scheduled for 8/26/19 from 6-9pm in the downtown parking lot.

- e. Planning: There will be a special meeting in September; Machan will be stepping down from the Planning Commission and focusing on City Services.
- f. Administrative/DDA: The DDA will meet on Weds. 8/7/19.

11. Miscellaneous

12. City Administrator Report

Tablets have been purchased for the Commissioners; the new City website has launched; the Goose Festival has submitted their event application for approval; the City Tour will take place at 5:30 pm before the next City Commission meeting on 8/19/19

13. Approval of Bills

Moved by Machen, seconded by Pantelleria, to approve payment of the bills in the amount of \$13,707.76. Voted Yes: All. Motion carried.

14. Adjournment

The meeting was adjourned at 8:00 pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Deborah Perez". The signature is written in dark ink and is positioned below the text "Respectfully submitted,".

Deborah Perez
City Clerk/Treasurer