



CITY COMMISSION MEETING MINUTES

City Hall, 222 South Maple Street, Fennville, MI 49408
Monday, December 2, 2019
7:00 p.m.

1. Call to Order/Roll Call

The Meeting was called to order by Mayor Pantelleria at 7:00 p.m.

Present: Almquist, Hayden, Jamros, Machan, Suerth, Pantelleria

Absent:

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Approval of Agenda

Agenda approved as presented.

4. Public Comments

Dean Kapenga, Allegan County Commissioner, gave the Commission a County update.

5. Approval of the following City Commission Minutes:

- a. Regular Meeting: November 18, 2019

Moved by Suerth, seconded by Jamros, to approve the City Commission meeting minutes from November 18, 2019 as presented.

Voted yes: All. Motion carried.

6. Reports & Minutes

None.

7. The City Commission will be introduced to the new DPW Equipment Operator, Craig DeFeyter.

Craig DeFeyter was unable to attend the meeting; he will attend the meeting on 12/16/19.

UNFINISHED BUSINESS

8. The City Commission will be asked to interview applicants for the City Commission position and make an appointment to fill the vacancy.

Background Information

During the meeting on Monday, November 18th the City Commissioner received and accepted a resignation letter from City Commissioner Danielle Brien. According to the City Charter, the City Commission has 60 days to make an appointment to fill the position.

The Commission asked that the vacancy be posted. The application deadline was noon on Monday, December 2nd and all applicants were asked to attend the meeting for a brief interview.

The City Commission interviewed Morgan Bolles and Chuck Pappalardo for the position of City Commissioner.

Moved by Jamros, seconded by Suerth, to appoint Morgan Bolles to serve on the City Commission.

Voted Yes: All. Motion carried.

9. The City Commission will be asked to authorize Prein&Newhof to proceed with Design Phase 2 for the SRF Projects.

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 the attached proposal and scope of services for the completion of the project.

With the pending nature of our disadvantaged status, I have asked them to divide the proposal into phases that we can authorize 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.

In August, the City Commission approve the professional services agreement and phase 1 of the design services. Prein&Newhof are ready to begin Design Phase 2, but per the agreement, the City Commission must authorize that phase before they begin.

This item was tabled during the last meeting as the Commission had concerns about the large financial commitments and bills we are paying for work on the SRF project before we have received the loan. The City Administrator circulated an email addressing those concerns.

Moved Pantelleria, seconded by Machan, to authorize Prein&Newhof to proceed with the Design Phase 2 at a cost of \$128,000 for the SRF Projects.

Voted Yes: All. Motion carried.

NEW BUSINESS

10. The City Commission will be asked to consider the appointment of Colleen Rae to serve on the Board of Review.

Almquist moved, seconded by Pantelleria, to appoint Colleen Rae to serve on the Board of Review.

Voted Yes: All. Motion carried.

11. Reports of Standing Committees:

- a. Finance/Personnel: The auditors will be here this week on Wednesday, December 4, 2019.
- b. City Services (Police, Ambulance & Fire): Part-time police officers are doing well; Fire Department's new truck is in service; pancake breakfast went well.
- c. City Properties: Downtown tree lighting looks good.
- d. Ordinances/Community Relations: No report.
- e. Planning: Planning Commission will meet on December 3, 2019 to discuss the development of rules and regulations on recreational marihuana within the City limits.
- f. Administrative/DDA: Holiday Celebration is December 7, 2019.

12. Miscellaneous

None

13. City Administrator Report

There has been interest expressed in buying the current City hall building; will be contacting a realtor for advice and obtaining an appraisal to determine fair market value.

14. Approval of Bills

Moved by Machan, seconded by Almquist, to approve payment of the bills totaling \$13,681.17.

Voted yes: All. Motion carried.

15. Adjournment

Being no further business the meeting was adjourned at 7:56 p.m.

Respectfully submitted,

Deborah Perez
City Clerk/Treasurer