



CITY COMMISSION MEETING MINUTES

City Hall, 222 South Maple Street, Fennville, MI 49408
TUESDAY, September 3, 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, Suerth

Absent:

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Approval of Agenda

The Agenda was approved as presented with the addition of "MTS Inspections" added under "New Business".

4. Public Comments

5. Approval of the following City Commission Minutes:

- a. Regular Meeting: August 19, 2019

Moved by Suerth, seconded by Pantelleria, to approve the minutes of August 19, 2019 as presented. Voted Yes: All. Motion carried.

6. Reports & Minutes

NEW BUSINESS

7. The City Commission will be asked to approve Traffic Control Order 2019-01 to change the stop sign locations at the intersection of Reynolds and Elizabeth Streets.

Background Information:

As part of the construction at the schools, the elementary building reworked their drop off zone and added a driveway that exits out onto Elizabeth Street. In an effort to allow for better traffic flow due to the increased use of Elizabeth Street, the school has requested that the stop sign at the corner of Elizabeth and Reynolds be changed. Currently traffic on Elizabeth Street must stop and Reynolds, which leads to a dead end has the right of way.

The City Administrator reviewed the request with the Chief of Police and were both in agreement that it is in the interest of public safety and convenience, that traffic on Elizabeth Street have the right of way.

According to the Uniform Traffic Code, the City Administrator has the authority to issue a traffic control order for the change. However, that order will expire in 90 day if not approved by the City Commission. To allow for this to be a permanent change, the City Commission is being asked to approve the Traffic Control Order.

Issue tabled for one month to determine how traffic is flowing after the start of school.

8. The City Commission will be asked to approve easements for the Allegan County Drain Commission for an extension of the Severens Drain per the City's request.

Background Information:

In 2016, the City's DPW office submitted a request to the Allegan County Drain Commission to add a drainage branch to the Severens Drain to provide a sufficient outlet to discharge from the waste water treatment lagoons. The drain commission has approved the request. However, since the additional branch crosses through a series of private properties, easements are required. Two of the properties in which the branch runs through are owned by the City and thus, the Drain Commissioner's office is requesting the attached easements be approved by the City Commission. They are still in the process of securing the necessary easements from all the affected property owners so there isn't an expected construction date at this time.

Pantelleria moved, seconded by Brien, to approve easements for the Allegan County Drain Commission for an extension of the Severens Drain along the City's property per the City's request. Voted Yes: All. Motion carried.

9. The City Commission will be asked to approve the State Trunkline Maintenance Contract No 2019-0680 with MDOT and authorize the City Administrator, Amanda Morgan to execute the contract.

Background Information:

The City of Fennville has a contract with MDOT to provide maintenance to the portion of the state trunkline (M89) within the City Limits. The current contract expires on October 1, 2019 and they are asking for a 5-year renewal. There are no significant changes to the terms of the contract. The most notable changes are related to the designated individuals and the payment of overtime.

Brien moved, seconded by Machan, to approve the State Trunkline Maintenance contract No. 2019-0680 with MDOT and authorize the City Administrator, Amanda Morgan, to execute the contract. Voted Yes: All. Motion carried.

9.5 MTS Inspections

Commissioner Brien is requesting information related to inspections performed by MTS. Homes in the City have recently had fires after passing inspections by MTS. Tenants of rental properties are receiving notices to vacate because the property owners are not complying with rental inspections. City Administrator Morgan will contact Tasha Smalley at MTS and follow-up on the inspection procedure and inspection checklist.

10. Reports of Standing Committees:

- a. Finance/Personnel: The Mayor presented a Cash and Investment review. The closing on the Chemical Bank building was held 8/30/19.

- b. City Services (Police, Ambulance & Fire): Two new part-time Police Officers were hired. The Fire Department's Open House was well attended; the Fire Dept is working with the Museum to create a fire department display; the department is looking at options to replace vehicles. The ESC will meet 9/12/19.
- c. City Properties: Options for local business support or sponsorships are being explored for the park/play structure.
- d. Ordinances/Community Relations: The Food Truck event went well. Parking in front yards is becoming an issue; use City's Facebook page to inform residents of parking restrictions.
- e. Planning: Meeting 9/12/19 for site plan review for the proposed storage facility on 1st Street.
- f. Administrative/DDA: Meeting 9/4/19; Goose Festival, Streetscape and 220 Building lease will be discussed.

11. Miscellaneous

Right-of-way lane to the water tower needs clearing. Question if there is going to be a fall clean-up.

12. City Administrator Report

Plans for the water project are complete. The USDA loan is on tract; closing may be delayed to obtain a better interest rate. Annual water sampling is in process; may need volunteers.

13. Approval of Bills

Moved by Machan, seconded by Suerth, to approve payment of the bills in the amount of \$37,771.67. Voted Yes: All. Motion carried.

14. Adjournment

The meeting was adjourned at 8:15 pm.

Respectfully submitted,

Deborah Perez
City Clerk/Treasurer