



CITY COMMISSION MEETING MINUTES

City Hall, 222 South Maple Street, Fennville, MI 49408
Monday, October 7, 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 (7:01 pm) 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 "Retail outlet presentation" added after Item #10.

4. Public Comments

5. Approval of the following City Commission Minutes:

- a. Regular Meeting: September 17, 2019

Moved by Suerth, seconded by Pantelleria, to approve the minutes of September 17, 2019 as presented.

6. Reports & Minutes

UNFINISHED BUSINESS

7. The City Commission will continue discussion on the request to change the stop sign locations at the intersection of Reynolds and Elizabeth Streets.

During the first meeting in September, the City Commission was asked to consider approving a Traffic Control Order to change the stop signs at the intersection of Reynolds and Elizabeth Streets. The request was initiated by concerns the school had regarding traffic flow due to the reconfiguration of the elementary drives. At that meeting, the City Commission tabled their consideration. Since the drive had just been opened, the Commission wanted to have the Chief of Police observe traffic to determine if any of the concerns came to fruition.

After reviewing the traffic flow, the Chief of Police does not feel it is necessary to change the stop sign configuration and as a result staff is withdrawing the Traffic Control

NEW BUSINESS

8. The City Commission will be asked to approve a letter of engagement with Bakertilly Municipal Advisors for financial services related to the SRF projects.

As with the USDA projects, the City will need to approve formal engagements with financial advisors and legal counsel for work related to the SRF projects. Andy Campbell, of Bakertilly Municipal Advisors, has been working with the City for quite some time now related to the SAW Grant work and we are currently engaged with his firm as our financial advisors for the USDA projects.

Pantelleria, seconded by Brien, to approve a letter of engagement with Bakertilly Municipal Advisors for financial services related to the SRF projects in the amount of \$12,750.00. Voted Yes: All. Motion carried.

9. The City Commission will be asked to approve the following special event requests:

a. **Circus Fundraiser Special Event: Thursday, June 18, 2020.**

b. **Lightning Stone Dash Special Event: Saturday, August 22, 2020.**

a. The City has received a special event application for a Circus Fundraiser event to be sponsored by the Fennville Area Fire Department. FAFD is requesting the use of the ball fields at Memorial Park for the event between the hours of 8 a.m to 10 p.m. This will be the location for the tent. In addition, they have requested the use of a hydrant. The Department of Public Works, Fire Department and Police Department have reviewed the application and have no concerns with the request.

Moved by Machan, seconded by Pantelleria, to approve the Circus Fundraiser Special Event for Thursday, June 18, 2020. Voted Yes: All. Motion carried.

b. The City has received a special event application for the Lightning Stone Dash to be held on Saturday, August 22, 2020. This will be the 2nd year for the event which is a skateboarding competition consisting of a 400 yard dash and a grind bar competition. The event is again planned to be held on Fennville Street downtown.

There were a few changes to the application for the 2020 event. First, the original event request from 2019 had Fennville Street closed from Main Street to approximately 50' west of Maple Street from 8 a.m. to 10 p.m. for the event. However, due to some concerns regarding fall and deceleration zones, the road was closed from Main to South Streets. The 2020 event is requesting the same road closures. Secondly, the event organizer is not requesting the commission allow him to bring in vendors. As part of the approval process, the application has been reviewed by the Department of Public Works, Police Department and Fire Department and they have no concerns. However, the DPW will be requesting that one side of South Street from Main to Fennville Street will be designated as a no parking zone to ensure Fire Vehicles can navigate the road for emergency response. The police department will have officers at the event as well. Once approved, the event organizers will submit proof of liability insurance naming the City as an additional insured. An organization meeting will be held approximately two weeks before the event to finalize event details.

Moved by Suerth, seconded by Hayden, to approve the Lightning Stone Dash Special Event for Saturday, August 22, 2020. Voted Yes: All. Motion carried.

10. The City Commission will be asked to discuss a request from the Fire Department regarding the purchase of new equipment.

Dave Johnson, FAFB, presented the Fire Department's request to purchase a "Quick Attack Truck" to meet the needs of the Fire Department at this time. A new engine purchase was put on hold in 2018 and the Quick Attack Truck would replace aging brush and rescue trucks. Since the purchase is not included in the current fiscal year's budget, Pantelleria requested the Fire Department present an updated Capital Improvement Plan for the next eight years, to include the purchase of the Quick Attack Truck and a new/used engine in the future. Question was raised if an RFP was issued.

10.5 Retail outlet presentation.

Sigrefo Arriola is interested in opening a shoe/cowboy boot/clothing store in Fennville. His store is currently in Benton Harbor; he lives in Fennville. He is interested in leasing/buying the former Chemical Bank building. If the City leases the building the money received would go directly to paying off the mortgage on the building. Discussion of the City's future use of the bank building and DDA's planned use for the 220 Building.

A Workshop will be scheduled for October 21, 2019 at 6:00pm to discuss the City's planned use of the building.

11. Reports of Standing Committees:

- a. Finance/Personnel: Open DPW position has been advertised; Morgan will present a plan for the future of the DPW department and the IRP operation.
- b. City Services (Police, Ambulance & Fire): The Police department has four part-time officers now; work is mandatory for the Goose Festival weekend. The FAFB has begun Officer training classes; they will be on standby for home football games; Senior Socials are being held at the fire department; pancake breakfasts will be held the second weekend in Nov and Dec.
- c. City Properties: Trees on Rose and Maple Street are dying.
- d. Ordinances/Community Relations: Morgan asked for volunteers to be in the Goose Festival parade.
- e. Planning: Planning Commission meeting scheduled for 10/4/19.
- f. Administrative/DDA: Volunteers needed for the Goose Festival. DDA plans to list the open space for sale and work has begun on the Holiday celebration.

12. Miscellaneous

Question of the planned use for the tennis courts now that ownership has been established with the School. Dave Johnson said a tentative plan is to provide a path for the kids to walk to and from school across the courts.

13. City Administrator Report

Morgan reiterated the need for volunteers for the Goose Festival weekend.

14. Approval of Bills

Moved by Machan, seconded by Suerth, to approve payment of the bills in the amount of \$53,869.38. Voted Yes: All. Motion carried.

15. Adjournment

The meeting adjourned at 8:24 pm.

Respectfully submitted,

Deborah Perez
City Clerk/Treasurer