



CITY COMMISSION MEETING MINUTES

City Hall, 222 South Maple Street, Fennville, MI 49408
Monday, October 21, 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 "Chemical Bank Use" added under Unfinished Business Item #6.5.

4. Public Comments

Martha Reddeman and John Jamros addressed the Commission and inquired if the placement of a manufactured house is permitted on Landsburg Road, and if so, what direction is the home allowed to be placed. Mayor Pantelleria confirmed manufactured housing is permitted and he will confirm the zoning requirements regarding (directional) placement.

Several residents addressed the Commission in support of the idea of bringing a skate park to the City as proposed by Commissioner Hageman. Commissioner Hageman inquired of the lot next to the current City Hall for placement of the skate park. Mayor Pantelleria will have the issue placed on the next meeting agenda for further discussion.

5. Approval of the following City Commission Minutes:

- a. Regular Meeting: October 7, 2019

Moved by Suerth, seconded by Pantelleria, to approve the minutes of October 7, 2019 as presented with a correction to the spelling of "Lightening". Voted Yes: All. Motion carried.

6. Reports & Minutes

Planning Commission Minutes: October 14, 2019 DRAFT

Fennville Area Fire Board: September 24, 2019 DRAFT

Planning Commission and FAFB Minutes reviewed.

UNFINISHED BUSINESS

6.5 Chemical Bank Use

A workshop was held prior to the Commission Meeting to discuss the future use of the former Chemical Bank building.

Moved by Suerth, seconded by Pantelleria, to move the current City Hall to the former Chemical Bank building by April 1, 2020. Voted Yes: Hageman, Hayden, Brien, Machan, Pantelleria, Suerth. Voted No: Almquist. Motion carried.

7. The City Commission will continue discussion on the request from the Fire Department regarding the purchase of new equipment.

Dave Johnson, FAFB, presented the Commission with an updated Capital Improvement Plan and some comparable truck purchase options. Discussion of the two, possibly three, vehicles the new truck could potentially replace.

Moved by Machan, seconded by Almquist, to approve the purchase of the “Quick Attack” truck as presented by the FAFB. Voted: Yes: All. Motion carried.

NEW BUSINESS

8. The City Commission will receive a copy of the Draft 2020-2024 Recreation Plan as recommended by the Planning Commission.

Background Information

In 2017 the Planning Commission worked to update the 5-year Recreation Plan and the updated plan was submitted to the DNR in early 2018. Shortly after the document was submitted, the City received notice from the DNR that unfortunately the plan was deficient in several items and was not approved.

The City Commission has indicated that they would like to make planning for park improvements a priority over the coming fiscal year. As those designs are completed, we will be looking into grant opportunities to aid in funding those improvements. However, to be eligible to receive grants from the DNR, the City needs to have a completed 5-year Recreation Plan on file. The Planning Commission was again being asked to work through updating the document and addressing the deficiencies identified by the DNR.

Staff worked to address the following deficiencies and update the document to include:

- Map with City parks labeled.
- ADA Assessment for all City Parks.
- Documentation of public hearings.
- Required Certification Checklist
- Post Completion Self-Inspection Reports
- New Transmittal letters to County and regional planning for updated document.

The Planning Commission was asked to focus on providing the “Goals and Objectives” required within the plan and to hold the public hearing process. The new plan was required to be available to the public for comment for a 30 day period before the final approval can occur. The Planning Commission used the following process to review the document and meet the DNRs requirements:

April 8th Regular Meeting:

- Reviewed items needed and set meeting schedule.
- Worked with City Administrator to develop questions for an internet based survey to gather input.
- Scheduled a public input session for June 11th to develop goals and objectives.

June 11th Workshop

- Held a public input session and develop goals and objectives.

July 8th Regular Meeting:

- Reviewed draft plan.
- Issued Notice of Availability – minimum 30 days.

October 14th Regular Meeting:

- Held public hearing on draft plan.
- Made recommendation to the City Commission for approval.

The next step in the process is for the City Commission to consider a resolution adopting the plan.

For this meeting, the City Commission was given a copy of the plan for review. A resolution formally adopting the plan will be presented during a regular meeting in November.

9. The City Commission will briefly review the City Administrator’s preliminary personnel plan for the Department of Public Works.

The recent resignation of a long time DPW staff member has again raised concerns amongst the Commissioners regarding staffing levels. The City’s contract with Dan Jenkins for the operation of the Iron Removal Plant ends in June 2020. Morgan has been working with Jenkins and the DPW Foreman to formulate a succession plan upon the end of his contract. These discussions have focused on shuffling duties to absorb Jenkin’s responsibilities into the current DPW staff.

Morgan presented the Commission with a preliminary plan that will be further discussed with the Personnel Committee.

10. Reports of Standing Committees:

- a. Finance/Personnel: Personnel Committee meeting will be 11/4/19.
- b. City Services (Police, Ambulance & Fire): The Fire Department has been given approval to move forward with the purchase of the Quick Attack truck. Police Chief Rekucki provided a quarterly report; calls are up this year in the City; the Police’s placement of speed signs in the City resulted in an average speed of 34 mph going east and 36 mph going west.
- c. City Properties: The public is encouraged to come forward with ideas for the community and park improvements. Once the recreation plan is formally approved, the City can move forward to obtain grant funding for improvements.
- d. Ordinances/Community Relations: No report.
- e. Planning: Planning Commission met on 10/4/19 and finalized the recreation plan for submission to the City Commission for approval.
- f. Administrative/DDA: DDA meeting will be 11/6/19.

11. Miscellaneous

Question was asked of the City Attorney for an update on the date the State will begin accepting applications for recreational marijuana businesses; the date is November 1, 2019. The City has yet to act on either allowing or prohibiting such establishments (opting –out) in the City limits. After discussion, the Mayor asked the City Attorney to prepare an Ordinance if the City chooses to opt-out to be presented at a meeting in November; if the City chooses to allow such businesses, the Planning Commission would then be asked to regulate the businesses.

The Mayor inquired of the City Attorney if business owners in the City are eligible to be elected to the City Commission; the attorney will look at the City Charter and election laws.

12. City Attorney Report

Attorney Martin is waiting to receive the necessary easements required for the USDA funding.

13. City Administrator Report

Morgan reported the first round of interviews for the DPW applicants will begin this week; the USDA plans are almost ready to bid; the old DPW truck sold for \$5,100; latest round of hydrant flushing stirred up a large amount of sediment/silt (this was expected since these particular hydrants had not been regularly flushed in the past).

14. Approval of Bills

Moved by Machan, seconded by Almquist, to approve payment of the bills in the amount of \$20,213.62. Voted Yes: All. Motion carried.

15. Adjournment

The meeting adjourned at 9:08 pm.

Respectfully submitted,

Deborah Perez
City Clerk/Treasurer