



## CITY COMMISSION MEETING MINUTES

City Hall, 125 South Maple Street, Fennville, MI 49408  
Monday, April 20, 2020  
7:00 p.m.

In light of the recent orders to limit social interactions due to COVID-19, the City Commission and members of the public participated through a virtual meeting site or by telephone.

### **MINUTES**

#### **1. Call to Order by Mayor Pantelleria at 7:00 p.m.**

Present: Almquist, Bolles, Jamros, Hayden, Machan, Suerth, Pantelleria  
Absent: None

#### **2. Pledge of Allegiance**

The Pledge of Allegiance was recited.

#### **3. Approval of Agenda**

Agenda was approved as presented.

#### **4. Public Comments**

*During this time, members of the public will be given an opportunity to speak on items not on the agenda. Please remember that comments are limited to 5 minutes and should be directed toward the Mayor. If you wish to speak to an item on the agenda, you will be given the chance to do so before the Commission discusses the item.*

Stephen Tedder – questioned the City Commission’s plan for assisting with reopening the community after the COVID19 pandemic and Executive Order are lifted.

#### **5. Approval of the following City Commission Minutes:**

- Regular Meeting: [April 6, 2020](#) – Click Link to access draft minutes online.

Moved by Pantelleria, seconded by Suerth to approve the minutes from April 6, 2020 with two typo corrections. Voted Yes: All. Motion carried.

#### **6. Reports & Minutes**

- MTS Report – March 2020

### **UNFINISHED BUSINESS**

- 7. The City Commission will be asked to consider approval of an ordinance to rezone the property located at 552 Third Street from R-1 Single Family Residential to I-2 General Industrial District.**

*Background Information:* The City received an application to rezone the property located at 552 Third Street and the Planning Commission held a public hearing on the request during a meeting on Monday, March 23, 2020. Following the public hearing, the Planning Commission recommended the City Commission approve the rezoning.

The approval of an ordinance is a two-step process. The ordinance was introduced during the meeting on April 6, 2020 and can now be considered for approval.

Moved by Suerth, seconded by Almquist to approve an ordinance to rezone the property located at 552 Third Street from R-1 Single Family Residential to I-2 General Industrial District. Voted Yes: All. Motion carried.

**8. The City Commission will be asked to consider approval of an ordinance to partially rezone the property located at 222 S Maple Street from OS-1 Office Service District to B-2 General Business District.**

*Background Information:* The City received an application to rezone the property located at 222 S Maple Street and the Planning Commission held a public hearing on the request during a meeting on Monday, March 23, 2020. Following the public hearing, the Planning Commission recommended the City Commission approve the rezoning.

It is important to note that this is only a partial rezoning request to rezone the east portion of the property where the old city hall building is located. The garage lot will remain zoned OS-1.

The approval of an ordinance is a two-step process. The ordinance was introduced during the meeting on April 6, 2020 and can now be considered for approval.

Moved by Machan, seconded by Bolles to approve an ordinance to partially rezone the property located at 222 S Maple Street from OS-1 Office Service District to B-2 General Business District. Voted Yes: All. Motion carried.

**9. The City Commission will be asked to consider approval of an ordinance to prohibit recreational marihuana in the CBD.**

*Background Information:* On February 3, 2020 the City Commission formally adopted a licensing ordinance related to recreational marihuana establishments. During that same meeting, the City Commission asked that the Planning Commission draft an ordinance to prohibit recreational marijuana facilities within the Central Business District.

The requested prohibition would require an amendment to the text of the zoning ordinance separate from the licensing previously adopted. Staff proposed adding a section to the language of Section 18 regarding the Central Business identifying the prohibition.

A zoning text amendment requires a public hearing which must be noticed in the newspaper for at least 15 days prior to the hearing. During a meeting on Monday, March 23, 2020 he Planning Commission reviewed the proposed language and held a public hearing regarding the proposed amendment.

After the Planning Commission heard public comments and held their own discussion, they took action to return the ordinance to the City Commission as Not Recommended by the Planning Commission.

Please remember that the City Commission has already approved the regulatory ordinance to allow for marihuana establishments within the City as long as they are 1000' away from the school. The proposed Ordinance would only prohibited the establishments within the Central business District, not any of the other allowed districts.

The approval of an ordinance is a two-step process. The ordinance was introduces during the meeting on April 6, 2020 and can now be considered for approval.

Moved by Pantelleria, seconded by Suerth to approve an ordinance to prohibit recreational marihuana in the CBD. Voted Yes: Jamros, Machan, Suerth, Pantelleria. Voted No: Almquist, Bolles, Hayden. Motion carried.

## **UNFINISHED BUSINES**

### **10. The City Commission will be asked to consider authorizing a Phase 2 Environmental Assessment of the property located at 222 S Maple Street.**

*Background Information:* When the City Commission listed the old City Hall building for sale you also authorized a Phase 1 Environmental Assessment of the property. The report, completed by Resource Solution Environmental states "Information acquired from historical documents indicated the building located on the Subject Property was formerly a Consumers Energy maintenance garage in the 1940s where company vehicles were repaired. The waste flow pathways for this past use are unknown. Hazardous materials may have been released to the underlying soils and groundwater therefore one (1) REC is identified for the Subject Property."

Based on this finding, a Phase 2 Assessment has been recommended. That assessment would consist of boring in 4 locations at the property, taking soil and ground water samples and testing for various contaminants.

Moved by Bolles, seconded by Suerth to authorize a Phase 2 Environmental Assessment of the property located at 222 S Maple Street. Voted Yes: Almquist, Bolles, Hayden, Machan, Suerth, Pantelleria. Voted No: Jamros. Motion carried.

### **11. Reports of Standing Committees:**

- a. Finance/Personnel: Pantelleria reviewed quarterly report.
- b. City Services (Police, Ambulance & Fire): Machan stated that they are running extra shifts for the Police Department and it has been well received. County has changed their hours. New Police Car is in. Meeting with City and Fire Board will be the first week of May. Moved by Machan, seconded by Almquist to authorize the continuation of the additional Police shifts through April 30. Voted Yes: All. Motion carried.
- c. City Properties: Jamros stated he is having complications getting street light issues taken care of. Bolles questioned the process for late fees and the possibility of waiving them in light of the pandemic.
- d. Ordinances/Community Relations: Hayden is researching the history of the old City Hall building. The Mayor read a letter from a local business owner encouraging the City to work to develop a re-opening plan to help inform customers and alleviate potential fears from tourists and business patrons.

- e. Planning: Nothing at this time. Next meeting is July 7<sup>th</sup>. Still need to work on Zoning Maps.
- f. Administrative/DDA: Next meeting will be on May 6<sup>th</sup> and will be a virtual meeting.

## 12. Miscellaneous

Machan questioned if we still have a plan in place to split the City Hall lot. Also stated that the purchase of the tablets for City Commission use was a great move in light of recent virtual meetings.

Mayor stated that a letter came to the City from the League of United Latin American Citizens. Mayor and City Administrator will draft a response to the letter.

## 13. City Attorney Report

No report at this time.

## 14. City Administrator Report

- Provided an update on the USDA Water and SRF Sewer Projects.
- City has received notification that we have been selected to move forward in the process the MEDC IR grant we applied for. The City Administrator will be submitting the paperwork stating the City's interest in continuing the process.
- Cemetery mowing bids for 2020-2022 season are being accepted.

There was much discussion on parking on lawns, particularly on Landsburg Road and what can be done to stop this from occurring.

## 15. Approval of Bills – Totaling \$59,216.38

Moved by Machan, seconded by Bolles to approve the invoices totaling \$59,216.38. Voted Yes: All. Motion carried.

## 16. Adjournment

Meeting adjourned at 8:40 p.m.

Respectfully Submitted,



Amanda Morgan  
City Administrator

Approved by City Commission: May 4, 2020