



CITY COMMISSION MEETING MINUTES

City Hall, 125 South Maple Street, Fennville, MI 49408
Monday, March 15, 2021
7:00 p.m.

In light of the recent orders to limit social interactions due to COVID-19, the City Commission allowed for participation through a virtual meeting site and by telephone.

MINUTES

1. Call to Order/Roll Call

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

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

Absent:

2. Pledge of Allegiance

Pledge of Allegiance was recited.

3. Approval of Agenda

Agenda approved as presented, with the addition of item "9a: Status of Marijuana Licenses".

4. Public Comments

No public comment at this time.

5. Approval of the following City Commission Minutes:

- a. Regular Meeting: March 1, 2021

Moved by Hayden, seconded by Machan, to approve the minutes of March 1, 2021 as submitted. Voted Yes: All. Motion carried.

6. Reports & Minutes

- a. Michigan Township Services Report – February 2021

Reviewed the MTS Report for February 2021.

UNFINISHED BUSINESS

7. The City Commission will be asked to approve Resolution 2021-03: A Resolution Authorizing a Grant Application for Paradise Park Phase One Improvements.

Background Information

The current City Commission priorities state that priority #2 is to: Begin planning process for improvements to Paradise Park by:

- Updating and submitting new Recreation Plan so the City will be eligible for grant funding through the DNR.
- Develop a Master Plan for Paradise Park and prepare a grant application to the DNR for park and field improvements.

The Planning Commission worked through the Recreation Plan Process and the plan was approved by the DNR. The next step in the process was to develop a master plan for the park in preparation for submitting a grant application for the park and field improvements. The City engaged MCSA Group in 2020 to develop the Master Plan for the park. The process included public input sessions, working with staff to determine community needs and receiving input from the schools. Now that the master plan is complete, the City Commission can move forward with submitting a grant application.

The grant application focuses on Phase One which is the area surrounding the ballfields. The City Commission held a public hearing at the last meeting as is now being asked to approve a resolution authorizing the grant application.

Moved by Bolles, seconded by Almquist, to approve Resolution 2021-3: A Resolution Authorizing a Grant Application for Paradise Park Phase One Improvements. Voted Yes: All. Motion carried.

NEW BUSINESS

8. The City Commission will be asked to award the bid for the 2021 Tree Removal Project to C&R's Out On a Limb Tree Care in the amount of \$2,600.

Background Information

The upcoming MEDC project and sewer repairs on M-89 both require the removal of trees, eight in total. Because federal funds are used for a project any tree top removals must occur before March 31st due to a bat habitat law. Because construction won't begin on these projects until the summer, the tree removal portion was bid separately to meet this requirement.

The City received three bids for the tree removal:

- C&R's Out On a Limb Tree Care LLC = \$2600
- Great Lakes Tree Service LLC = \$3,200
- Axman Enterprise Inc = \$3250

The City Commission is being asked to award the bid to the low bidder, C&R's Out On a Limb Tree Care. Proof of insurance has been provided. Work will begin within a week of award.

Moved by Pantelleria, seconded by Suerth, to award the bid for the 2021 Tree Removal Project to C&R's Out on a Limb Tree Care for the removal of eight trees on four properties on West Fennville Street in the amount of \$2600. Voted Yes: All. Motion carried.

9. The City Commission will be asked to consider a signage proposal for City Hall.

Background Information

Members of the DDA, Claude Rummer and Tom Pantelleria worked with a sign company to get a quote for adding lettering and a logo to the outside of City Hall in both the front and the back. The estimated cost is \$4,110, which includes installation.

Tabled to gather more information, additional price quotes and present the proposal to the DDA for consideration.

9a. Status of Marijuana Licenses in the City

Discussion as to the status of the marijuana licenses in the City. The City has issued two licenses but neither licensee has obtained their State license. Discussion of amending the regulatory ordinance to include a time frame to obtain State approval.

10. Reports of Standing Committees:

- a. Finance/Personnel: Mayor and City Administrator Morgan met with employees to review expectations coinciding with pay increase; looking to hire a 3rd DPW worker. Meeting with Police Chief to review new fiscal year's budget scheduled for 3/25/21 at 12:00p.m.
- b. City Services (Police, Ambulance & Fire): Chief Hapke has begun his required training officer training; Lighthouse Group reviewed the Fire Dept's proposed employee handbook and has suggested revisions. The Police are getting complaints related to response times by the Sheriff's department when the City Police aren't on duty.
- c. City Properties: Erosion issue on Landsburg Road resolved. Jamros will compile a list of street lights out in the City.
- d. Ordinances/Community Relations: Mayor would like to schedule a building dedication for the new City Hall.
- e. Planning: April 6, 2021 is the next Planning Commission meeting.
- f. Administrative/DDA: DDA will meet on April 7, 2021; will discuss City Hall signage, plans for Tuesdays in the Park and the Goose Festival.

11. Miscellaneous

12. City Attorney Report

No report at this time.

13. City Administrator Report

Draft of priorities from the priority setting session will be sent the Commissioners by the end of the week.

14. Approval of Bills

- a. Pay Application 4 from Ferguson Waterworks in the amount of \$82,922.59 for work related to the USDA Project.
Moved by Jamros, seconded by Hayden, to approve Pay Application 4 from Ferguson Waterworks in the amount of \$82,922.59. Voted Yes: All. Motion carried.
- b. Pay Application from K&R for work related to the SRF Project
Moved by Pantelleria, seconded by Suerth, to approve the pay Application from K&R in the amount of \$371,319.94 for work related to the SRF Project. Voted Yes: All. Motion carried.
- c. Invoices – \$81,458.10

Moved by Machan, seconded by Almquist, to approve payment of the bills as presented in the amount of \$81,458.10. Voted Yes: All. Motion carried.

15. Adjournment

Meeting adjourned at 8:06 p.m.

Respectfully submitted,

Deborah Perez
City Clerk/Treasurer