



CITY COMMISSION MEETING

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

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

MINUTES

1. Call to Order/Roll Call

Call to Order/Roll Call by Mayor Pantelleria at 7:00 p.m.

Present: Hayden, Jamros, Langston, Machan, Rastall, Suerth, Pantelleria
Absent:

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Approval of Agenda

Agenda approved as presented.

4. Public Comments

Dean Kapenga, Allegan County Commissioner, gave the Commission a County update.

5. Consent Agenda Items A through E:

All matters listed under the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion.

- A. The City Commission is asked to approve the regular meeting minutes from Monday, May 17, 2021.
- B. The City Commission is asked to approve invoices totaling \$136,830.14.
- C. The City Commission is asked to approve a resolution to change the authorized signers on the Huntington ESC bank account.
- D. The City Commission is asked to approve a sidewalk use permit for West Michigan Pizza Company.
- E. The City Commission is asked to accept the following reports and minutes for the record:
 1. Police Department Report – May 2021
 2. Draft DDA Minutes: June 2, 2021
 3. Fire Department Report – May 2021.

Moved by Suerth, seconded by Hayden, to approve the Consent Agenda Items A through E as presented. Voted Yes: All. Motion carried.

UNFINISHED BUSINESS

- 6. The City Commission will be asked to consider a motion to amend the action taken regarding the Fire Department's FY2020 surplus.**

Background Information

In an effort create consistency with the budget surplus and allow for the fire department to pay directly for the purchase of the software, the City Clerk has proposed a motion to be considered by each entity. The Fire Board made the following Motion: to purchase software through ESO in the amount of \$6,640 using excess FY20 budget surplus funds pending the approval by both Manlius Township and the City of Fennville.

Moved by Machan, seconded by Pantelleria, to amend the action taken regarding the City of Fennville's half of the Fire Department FY20 budget surplus to deposit \$4,488.50 into the restricted fund balance, and authorize the Fire Board to purchase software from ESO in the amount of \$6,640 from the remaining surplus funds, contingent upon approval of the same by Manlius Township. Voted Yes: All. Motion carried.

NEW BUSINESS

- 7. The City Commission will be asked to approve the Circus Fundraiser Special Event for Thursday, June 24, 2021.**

Background Information

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. That will be the location where the tent will be set up. 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. The Fire Department submitted an application to hold this event in 2020 but it was postponed due to COVID.

Moved by Machan, seconded by Rastall, to approve the Circus Fundraiser Special Event for Thursday, June 24, 2021. Voted Yes: All. Motion carried.

- 8. The City Commission will be asked to review the proposed FY22 Fire Department Budget.**

The Commission was provided a proposed Fire Department Budget of \$270,000. Increases over the prior year budget included the annual maintenance cost of the department's reporting software, a wage increase for the Fire Chief, and the cost of benefits for the fulltime position.

Moved by Machan, seconded by Langston, to approve the FY22 Fire Department Budget of \$270,000 as presented. Voted Yes: Hayden, Langston, Machan, Suerth, Pantelleria. Voted No: Jamros. Motion carried.

- 9. The Commission will be asked to introduce the following ordinances regarding utility rates for FY2022:**

A. Ordinance 2021-02: A Ordinance to set rates for City of Fennville water utilities.

B. Ordinance 2021-03: A Ordinance to set rates for City of Fennville sewer utilities.

Background Information

Since 2014, the City of Fennville has been working to develop a Capital Improvement Plan to address the needs of the City’s aging water and sewer infrastructure. Construction will be completed within the FY22 budget season and repayment of bonds has already begun. Throughout the planning and construction process the City has been working with a financial consultant to ensure that our revenues will cover the cost of the bond payments, grant match and maintain the fund balance.

It is also important to note that in the last few years, the state has been imposing laws regulating lead and copper services within water supply systems. These laws has created additional financial burden on the water fund and has caused a higher rate increase than was anticipated during the initial construction planning projects. This is to help cover the long term financial implications of that state law.

This year, the financial advisor recommends the following rate increases. With these increases the typical homeowner’s bill will go up \$10.41 per quarter (\$3.47/month)

WATER				SEWER			
	8% increase				5% increase		
	Current	Proposed	Difference		Current	Proposed	Difference
5/8"	\$19.91	\$21.50	\$1.59	5/8"	\$56.64	\$59.48	\$2.83
3/4"	\$27.54	\$29.75	\$2.20	3/4"	\$76.44	\$80.26	\$3.82
1"	\$33.66	\$36.35	\$2.69	1"	\$93.77	\$98.46	\$4.69
1 1/2"	\$71.92	\$77.67	\$5.75	1 1/2"	\$211.54	\$222.12	\$10.58
2"	\$134.64	\$145.42	\$10.77	2"	\$405.93	\$426.23	\$20.30
4"	\$507.92	\$548.56	\$40.63	4"	\$1,605.27	\$1,685.53	\$80.26
6"	\$1,233.34	\$1,332.01	\$98.67	6"	\$3,644.65	\$3,826.88	\$182.23
Usage	\$2.19	\$2.37	\$0.18	Usage	\$4.48	\$4.70	\$0.22

Moved by Jamros, seconded by Hayden, to introduce Ordinance 2021-02: A Ordinance to set rates for City of Fennville water utilities. Voted Yes: All. Motion carried.

Moved by Jamros, seconded by Hayden, to introduce Ordinance 2021-03: A Ordinance to set rates for City of Fennville sewer utilities. Voted Yes: All. Motion carried.

10. The City Commission will receive a copy of the Draft FY22 budget and will be asked to set a public hearing date of June 21, 2021.

Background Information

The City Administrator had been working since March to develop a draft budget. The Administrator Draft was presented to and reviewed by the Finance/Personnel Committee on Wednesday, June 2.

Discussion of the draft budget, including the change that will be made after the passing of the FY 22 Fire Department Budget. Questions regarding adequate police coverage, selling of the second police vehicle, and planned equipment purchases.

Moved by Jamros, seconded by Suerth, to schedule a budget public hearing for June 21, 2021 at 7:00 p.m. Voted Yes: All. Motion carried.

11. The City Commission will be asked to take the following actions regarding the Social District:

- A. **Approve Resolution 2021-07: A Resolution to establish a social district within the City of Fennville**
- B. **Approve Resolution 2021-08: A Resolution Approving a Social District Permit for Khneumu Studio LLC (Root).**
- C. **Approve Resolution 2021-09: A Resolution Approving a Social District Permit for Fenns Mill LLC (Salt of the Earth).**

Background Information

The DDA has had many discussion on the creation of a Social District and is interested in moving forward with the process. A subcommittee of the DDA was created to begin reviewing and drafting the policies needed for the district.

The DDA reviewed the draft plan at their meeting on Wednesday, June 2, 2021 and are requesting the district encompass the properties on the south side of Main Street from the west edge of the DDA owned property to E Fennville St with E/W Fennville Street serving as the southern border of the district. The hours the district would be Thursday – Saturday from noon-9 p.m. Both the days of the district and the hours were reduced to address police coverage concerns. A map of the district is included in the plan. There are three local businesses that are eligible and interested in participating within the district: El Jaripeo, Root, and Salt of the Earth.

As part of the approval, the DDA asked that a committee of the City Administrator, Chief of Police and business owners be formed to meet weekly to immediately address any concerns that arise as the district is implemented. The City Commission is being asked to approve a resolution to establish the district, and approve social district licenses for each participating business that has submitted the necessary information. Members of the DDA will be present to answer any questions.

Discussion of the need for the district, atmosphere that will be created, safety of rain garden in the parking lot, the use of City Hall parking lot and the police budget.

Moved by Jamros, seconded by Hayden, to approve Resolution 2021-07: A Resolution to establish a social district within the City of Fennville.
Voted Yes: Jamros, Rastall, Hayden, Pantelleria. Voted No: Langston, Machan, Suerth. Motion carried.

Moved by Rastall, seconded by Jamros, to approve Resolution 2021-08: A Resolution Approving a Social District Permit for Khneumu Studio LLC (Root)
Voted Yes: Rastall, Hayden, Machan, Suerth, Jamros, Pantelleria. Voted No: Langston. Motion carried.

Moved by Rastall, seconded by Jamros, to approve Resolution 2021-09: A Resolution Approving a Social District Permit for Fenns Mill LLC (Salt of the Earth).

Voted Yes: Hayden, Machan, Suerth, Jamros, Rastall, Pantelleria. Voted No: Langston. Motion carried.

12. The City Commission is being asked to approve the final payment application from Ferguson Waterworks in the amount of \$22,624.08 for work related to the USDA Project.

Moved by Suerth, seconded by Machan, to approve the final payment application from Ferguson Waterworks in the amount of \$22,624.08 for work related to the USDA Project. Voted Yes: All. Motion carried.

13. Reports of Standing Committees:

- a. Finance/Personnel: Meeting for annual staff reviews set for Thursday, June 17 at 5:30 p.m.
- b. City Services (Police, Ambulance & Fire): The Fire Board met last Tuesday; starting July 1st the fulltime person will be the employee of the Fire Board; the overdue water bill will be discussed at the next Commission meeting when the City Attorney will be present; Hapke needs more information regarding the requirements to convert the water service. Shawn Machan read a letter to the Commission regarding the Fire Department.
- c. City Properties: City trees may need to be watered by DPW due to drought like conditions.
- d. Ordinances/Community Relations: The City is trying to coordinate a building dedication for the new City Hall with the annual Goose Festival.
- e. Planning: Pantelleria appointed Jim Hayden to serve on the Planning Commission to replace Morgan Bolles. The master site plan and land use plan needs to be updated.
- f. Administrative/DDA: The Goose Festival will be expanded due to the Covid restrictions expiring soon; a parade is planned, along with music concerts in the social district.

14. Miscellaneous

The Emergency Services Committee (ESC) has their quarterly meeting on Thursday, June 10, 2021.

15. City Administrator Report

City clean-up is scheduled for Friday, June 11 from 9:00 a.m. – 5:00 p.m. and Saturday, June 12 from 9:00 a.m. to 2:00 p.m.

16. Additional Public Comments

None.

17. Adjournment

There being no further business, the meeting adjourned at 8:49 p.m.

Respectfully submitted,

Deborah Perez
City Clerk/Treasurer