

CITY OF MUSKEGON

CITY COMMISSION MEETING

OCTOBER 24, 2017 @ 5:30 P.M.

**MUSKEGON CITY COMMISSION CHAMBERS
933 TERRACE STREET, MUSKEGON, MI 49440**

MINUTES

The Regular Commission Meeting of the City of Muskegon was held at City Hall, 933 Terrace Street, Muskegon, MI at 5:30 p.m., Tuesday, October 24, 2017. Commissioner Willie German, Jr., opened the meeting with prayer, after which the Commission and public recited the Pledge of Allegiance to the Flag.

ROLL CALL FOR THE REGULAR COMMISSION MEETING:

Present: Mayor Stephen J. Gawron, Vice Mayor Eric Hood, Commissioners Ken Johnson, Byron Turnquist, Willie German, Jr., Debra Warren, and Dan Rinsema-Sybenga, Acting City Manager – Public Safety Director, Chief Jeffrey Lewis, City Attorney John Schrier, and City Clerk Ann Meisch.

INTRODUCTIONS/PRESENTATION:

Announcement of Recipient of Consumer's Energy Customer Service Award

Donna Jean's Sweet Dreams was awarded a check for \$1,000 based on the interaction with several "secret shoppers". Donna Jean's was recognized for excellent customer service.

Muskegon Lake Hawks Lake Hawk's Coach, Ron Jenkins, introduced several of the Lake Hawks players and thanked the City Commission for supporting the program.

2017-84 CONSENT AGENDA:

A. Approval of Minutes City Clerk

SUMMARY OF REQUEST: To approve minutes of the October 9, 2017 Worksession Meeting and the October 10, 2017 Regular Meeting.

FINANCIAL IMPACT: None

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Approval of the minutes.

B. Extending Sub-recipient Agreements Community & Neighborhood

Services

SUMMARY OF REQUEST: To extend the 2015 Sub-recipient Agreements with Love INC until December 31, 2017.

FINANCIAL IMPACT: To allow Love INC the opportunity to expend the remaining dollars from their 2015 grants:

Love INC	\$4,500 – Wheelchair Ramps
	\$3,500 – Utility Assistance

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: To extend the 2015 Sub-recipient Agreements with Love INC until December 31, 2017.

Motion by Commissioner Rinsema-Sybenga, second by Vice Mayor Hood, to approve the consent agenda as presented.

ROLL VOTE: Ayes: Gawron, Hood, Warren, German, Rinsema-Sybenga, Turnquist, and Johnson

Nays: None

MOTION PASSES

2017-85 PUBLIC HEARINGS:

A. BID Special Assessment – Resolution Confirming Special Assessment Roll Planning & Economic Development

SUMMARY OF REQUEST: The City Commission approved the creation of the BID special assessment district at the September 26, 2017 meeting and the Special Assessment Roll is now ready to be confirmed. The assessments will go towards various downtown expenditures, including snow removal, landscaping, marketing/promotion/events, streetscape and administration. The BID assessment includes both a “Class A” and “Class B” district. Staff has prepared three separate Special Assessment Rolls for the Commission to choose from with the option of approving it for one, two, or three years.

FINANCIAL IMPACT: The City will contribute \$25,000 per year towards Downtown Muskegon Now as an administrative fee.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: To approve the resolution approving the confirmation of the special assessment roll for three years and authorize the Mayor and Clerk to sign.

Planning Manager, Mike Franzak, updated the Commission on incidental changes with the proposed roll, including the removal of Emory House located at 446 W. Webster due to the address being a primary residence. Letters in opposition were received regarding 632 & 629 W. Clay, 8 W. Walton, and the

parking lot for Waterston Insurance.

PUBLIC HEARING COMMENCED:

Julia Hunter, representing Ginman Tire, is opposed to the special assessment.

Jillian Miller, representing City Hub Cyclery would like to see the services more evenly applied to those paying the assessment.

Brian Pearson, Attorney representing Reliable Towing, is opposed to the special assessment.

Maureen Bulkeis, representing Northwestern Mill Supply, is opposed to the special assessment.

Jon Rooks, representing the Holiday Inn, is in favor of the assessment.

Doug Pollock, representing the Holiday Inn, is in favor of the assessment.

Clyde Whitehouse, representing Hot Rod Harley Davidson, supports the BID and the assessment but would prefer the assessment be for one year.

Motion by Commissioner Rinsema-Sybenga, second by Vice Mayor Hood, to close the public hearing and approve the resolution approving the confirmation of the special assessment roll for three years and authorize the Mayor and Clerk to sign.

ROLL VOTE: Ayes: Hood, Warren, Rinsema-Sybenga, Turnquist, Johnson, and Gawron

Nays: German

MOTION PASSES

2017-86 NEW BUSINESS:

A. Concurrence with the Housing Board of Appeals Notice and Order to Demolish the Following: Public Safety

1386 Ransom Street

312 Jackson Avenue

1772 5th Street

SUMMARY OF REQUEST: This is to request that the City Commission concur with the findings of the Housing Board of Appeals that the structures are unsafe, substandard, a public nuisance and that they be demolished within 30 days. It is further requested that administration be directed to obtain bids for the demolition of the structures and that the Mayor and City Clerk be authorized and directed to execute a contract for demolition with the lowest responsible bidder or staff may issue infraction tickets to the owner, agent or responsible party if they do not demolish the structure.

FINANCIAL IMPACT: General Funds

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: To concur with the Housing Board of Appeals decision to demolish.

Motion by Commissioner German, second by Commissioner Warren, to concur with the Housing Board of Appeals decision to demolish.

ROLL VOTE: Ayes: Hood, Warren, German, Rinsema-Sybenga, Turnquist, Johnson, and Gawron

Nays: None

MOTION PASSES

B. Local Officers Compensation Committee Recommendation City Clerk

SUMMARY OF REQUEST: The City of Muskegon's Local Officers Compensation Commission met on October 9, 2017 and is recommending salary increases and travel budget increases for the Mayor and City Commissioners.

STAFF RECOMMENDATION: No action is required unless City Commission rejects the Committee Recommendation.

FINANCIAL IMPACT: None

BUDGET ACTION REQUIRED: None

COMMITTEE RECOMMENDATION: The Local Officer's Compensation Commission recommends increasing the Mayor's salary by \$300 to \$8,100 and the City Commission's salary by \$200 to \$6,500 in addition to increasing the Mayor's Training, Education, and Travel budget by \$500 and the City Commission's Training, Education, and Travel budget by \$250.

Motion by Commissioner Warren, second by Vice Mayor Hood, to accept the recommendation of the Local Officer's Compensation Commission.

ROLL VOTE: Ayes: Warren, German, Rinsema-Sybenga, Turnquist, Hood

Nays: Johnson, Gawron

MOTION PASSES

C. Cooling Towers – LC Walker Arena City Manager

SUMMARY OF REQUEST: The cooling towers at the LC Walker Arena have required significant repairs over the past three hockey seasons. Additional significant repairs are again required to address a large coolant leak. Staff would rather replace the system, which is more than 20 years old. Three bids were received, with the lowest coming from Refrigeration Concepts, Inc. of Comstock Park. RCI was the low bidder and has serviced these units regularly.

FINANCIAL IMPACT: \$49,260 Expense to the Public Improvement Fund

BUDGET ACTION REQUIRED: None at this time.

STAFF RECOMMENDATION: Authorize City Manager to accept the bid from Refrigeration Concepts, Inc. in the amount of \$49,260 to replace the cooling towers at the LC Walker Arena.

Motion by Commissioner Johnson, second by Commissioner German to authorize the City Manager to accept the bid from Refrigeration Concepts, Inc. in the amount of \$49,260 to replace the cooling towers at the LC Walker Arena.

ROLL VOTE: Ayes: German, Rinsema-Sybenga, Turnquist, Johnson, Gawron, Hood, Warren

Nays: None

MOTION PASSES

ANY OTHER BUSINESS: Commissioner Johnson asked the City Clerk to give an update regarding the upcoming election. City Clerk, Ann Meisch, reminded the audience of the date of the election, polling place hours, and absentee ballot availability.

PUBLIC PARTICIPATION: Public Comments were received.

ADJOURNMENT: The City Commission Meeting adjourned at 7:27 p.m.

Respectfully Submitted,

Ann Meisch, MMC, City Clerk