

CITY OF MUSKEGON

CITY COMMISSION MEETING

OCTOBER 10, 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 10, 2017. Pastor Jennifer Wheeler, Crestwood United Methodist Church, 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, City Manager, Frank Peterson, City Attorney John Schrier, and City Clerk Ann Meisch.

2017-81 CONSENT AGENDA:

A. Approval of Minutes City Clerk

SUMMARY OF REQUEST: To approve the minutes of the September 26, 2017 Regular City Commission Meeting.

FINANCIAL IMPACT: None

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: Approval of the minutes.

B. Approval of a Neighborhood Enterprise Zone Certificate – 309 Terrace Point Circle Planning & Economic Development

SUMMARY OF REQUEST: An application for a Neighborhood Enterprise Zone (NEZ) certificate has been received from Donald and Jennifer Hammond for the new construction of a home at 309 Terrace Point Circle. This unit is already being constructed and the State Tax Commission allows applicants to apply for a certificate up to six months after construction commences. Construction started in September with an estimated cost of \$310,000. The applicant has met local and state requirements for the issuance of the NEZ certificate.

FINANCIAL IMPACT: Taxation will be 50% of the State average of new homes for the next 12 years.

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: Approval of the NEZ certificate.

C. Approval of a Neighborhood Enterprise Zone Certificate – 317 Terrace Point Circle Planning & Economic Development

SUMMARY OF REQUEST: An application for a Neighborhood Enterprise Zone (NEZ) certificate has been received from Krista Abbott for the new construction of a home at 317 Terrace Point Circle. This unit is already being constructed and the State Tax Commission allows applicants to apply for a certificate up to six months after construction commences. Construction started in September with an estimated cost of \$272,632. The applicant has met local and state requirements for the issuance of the NEZ certificate.

FINANCIAL IMPACT: Taxation will be 50% of the State average of new homes for the next 12 years.

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: Approval of the NEZ certificate.

D. Approval of 2017-2018 Procurement Contracts for CNS Community and Neighborhood Services

SUMMARY OF REQUEST: To approve the Trades-Services procured through sealed bid proposals producing the lowest responsible bidder and proved an extension* to four Trades-Services where no bids were received.

Appraisal:	Midwest Real Estate
Architect:	Michael Clark
Asbestos Assessment:	Environmental Resources Group
*Building:	Mike Murphy
*Electrical:	Belasco Electric
House Building Spec Writer:	Hager Consulting
Property Maintenance:	Walker Handyman Enterprises
Lead Assessment & Clearance:	Environmental Resources Group
Mechanical:	Jewett Heating
Painting:	Pro Cleaners
*Plumbing:	Brett Noordhoff Plumbing
Realtor:	Greenridge Realty
*Structural Engineer/Surveyor:	Westshore Consulting
Title Service:	Midstate Title
Vinyl Installer:	Mark N. Tucker, LLC
Vinyl Supplier:	Keene Lumber

FINANCIAL IMPACT: None

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: To approve the procured and extended* Trade Contractors-Service Providers for the Community and Neighborhood Services through December 31, 2018.

E. Grant Agreement with MDEQ DPW – Engineering

SUMMARY OF REQUEST: Authorize staff to enter into a grant agreement with MDEQ to construct a new 8" water main in Madison between Keating & Holbrook to provide city water to the residents in that area. The grant of \$75,775.22 requires a city match of \$48,865 which will need to be incorporated into the city's budget during the first quarterly reforecast.

FINANCIAL IMPACT: \$48,865.00

BUDGET ACTION REQUIRED: A budget adjustment needs to be made through the first quarterly reforecast.

STAFF RECOMMENDATION: Authorize staff to enter into the agreement with MDEQ to construct a new water main in Madison and incorporate the project and cost into the 2017/18 budget via the first quarterly reforecast.

F. Community Relations Committee Recommendations City Clerk

SUMMARY OF REQUEST: To concur with recommendations from the Community Relations Committee regarding resignations and appointments for the Zoning Board of Appeals and the Board of Review.

FINANCIAL IMPACT: None

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: To accept the recommendations made by the Community Relations Committee at their meeting on October 9, 2017.

COMMITTEE RECOMMENDATION: To accept the resignation of Tammy Halterman from the Zoning Board of Appeals and to appoint Tom Frens to the Zoning Board of Appeals. Also, to accept the resignation of Tracie Webb from the Board of Review and to appoint Mary Jamieson to the Board of Review.

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

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

Nays: None

MOTION PASSES

2017-82 NEW BUSINESS:

A. Proclamation Opposing Racism Commissioner German

SUMMARY OF REQUEST: To adopt a proclamation proposed by Commissioner German to affirm the City Commission's position of opposing racism.

FINANCIAL IMPACT: None

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: Adopt the proclamation.

Motion by Commissioner German, second by Commissioner Johnson, to adopt the proclamation.

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

Nays: None

MOTION PASSES

PUBLIC PARTICIPATION: Public comments were received.

2017-83 CLOSED SESSION:

A. Discuss Legal Opinion of Property Transaction City Manager

Motion by Commissioner Warren, second by Commissioner Johnson, to go into closed session to discuss a legal opinion regarding a property transaction.

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

Nays: None

MOTION PASSES

Motion by Commissioner Rinsema-Sybenga, second by Commissioner Johnson to come out of closed session. ALL AYES.

MOTION PASSES

ADJOURNMENT: The City Commission Meeting adjourned at 6:41 p.m.

Respectfully Submitted,

Ann Marie Meisch, MMC, City Clerk