

Present: Allman, Ayers, Harrington, Mapes, Mott, Nyman & Piccolo.

Absent: None.

Work Session began at 5:30 p.m.

City Manager Matt Schooley presented the following topics for discussion:

Agenda Items

- **Request for Purchase**

In the amount of \$2,264.04 to A-1 Truck Parts for Bearings with blocks for the city leafer truck. 2 quotes were obtained, O'Reilly's does not carry blocks. This was an emergency purchase authorized by the City Manager.

Informational

- **Gratiot County Quilt Trail: Quilt Block Discussion**

A design of a quilt block was sent to me on behalf of Keep Alma Beautiful for the Municipal Building. I believe this would be a good thing for us to look into. The Quilt Tour has become very popular in the area and the City should be represented. Any other ideas? Commissioners agreed to represent the City with the Quilt Block.

- **Gratiot Fire Training Committee:** In Honor of the Charleston 9, A Study of Change Following Tragedy
The County Firefighters Training Council is hosting a fantastic training opportunity coming up in late January. Dr. David Griffin, an engineer from the Charleston, S.C. Fire Department will be here in Gratiot County to present an all-day training workshop based on the "Charleston 9" tragedy in 2007.

Also included in this powerful program is David's doctoral research on organizational crisis and how an organization can utilize organizational learning to improve upon crisis. Attendees will share in not only the pain of this occurrence, but also the triumph reflected in changes in numerous aspects of organizational culture. This program has been presented to over 200 organizations internationally, including private industry, public service, for profit, and non-profit organizations. While this is a course regarding a fire service event, it is relatable to all organizations.

Each fire department in the County is being allocated five spots at the workshop for their firefighters. Elected officials and administrative staff from those communities are also invited. The program is from 9 a.m. to 4 p.m. on January 26, 2019 with lunch being served. Location is at the Doig Conference Center at the Masonic Home in Alma. There is no charge for the program or lunch, as it is being paid for with county training monies through the State Firefighters Training Council. If you are interested, please contact Administrator Williams at mwilliams@ci.alma.mi.us.

- **Procurement Threshold Level Proposed Changes**

As previously talked about, staff is currently looking at and identifying policy and procedures that need to be updated. One such policy is the procurement policy. A committee has been formed that will begin finalizing a draft similar to one that was adopted by the GAWA board earlier this year. One area of change in the policy is the procurement levels. Staff feels that we need to make significant changes to these levels in order to function in a more efficient manner. I wanted to have a discussion to get the commission's thoughts of our proposed levels prior to the full adoption of the policy. Commissioners asked Staff to revisit the procurement thresholds and bring those new thresholds back for review.

Invoice Approval Thresholds

Type of Purchase	Requisitioning Person Approval (per Dept Head)	Department Head Approval	City Manager Approval	City Commission Approval
Supplies, Equipment, Non-Professional Services and Information Services	Up to \$1,000 (\$500)	Up to \$5,000 (\$500)	Up to \$15,000 (\$1500)	Over \$15,000 (over \$1500)
Leal and Audit Services			All	All
Capital, Maintenance Contracts, and Other Professional Services			Up to \$15,000 (\$1500)	Over \$15,000 (over \$1500)

- Recreational Marihuana Discussion: What Now?**

With the passage of Proposal 1 in the November election, recreational marihuana will be legal in Michigan beginning December 6, 2018. This means that on December 6, 2018 individuals 21 and over can use, purchase, and possess marihuana legally. Individuals can keep up to 10 ounces of marihuana at home and possess 2.5 ounces of marihuana at any time. Marihuana still cannot be used in public and driving under the influence is still illegal. The new law does not require an employer to permit or accommodate marihuana in the workplace. It does not stop an employer from imposing discipline on an employee for a violation.

The new law requires that a state license be issued for a marihuana-related business in every municipality unless the municipality has opted out. Keep in mind this has no bearing on the medicinal marihuana ordinance that was passed. A number of officials from the City will be attending an informational seminar put on by the Michigan Municipal League in regard to the recreational marihuana law on November 29th. More information to come.

- New Health Insurance Provider**

Starting in the new year the City has decided to make a change in our health care broker. After meeting with several companies, we have decided to work with 44 North. 44 North comes highly recommended by other governmental units including Gratiot and Isabella Counties. They were more than competitive in their rates (maintained last year rates) and provide a much better service. One area we have had problems in the past is the level of service from our Third-Party Administrator (TPA). Health Equity has caused a lot of confusion and ill will towards our broker, Michigan Planners. Complaints and service requests have been ignored. 44 North is their own TPA. Our employees will have a one stop shop for all of their needs. They are the go between with the employee and Blue Cross. 44 North came to Alma last week and spent time educating the staff on their products and services. We look forward to a much more responsive health care broker.

- Phone Call from Newaygo City Manager**

This week I had the opportunity to speak with Newaygo City Manager Jon Schneider. Newaygo is in the process of looking at a redesign of their roadway and streetscape along M37 in their downtown. Mr. Schneider had been advised to contact Alma as we had made changes along our trunk line in the downtown area. Prior to our conversation, Mr. Schneider had paid a visit over the weekend to Alma where he had lunch and walked around the downtown area to get a feel for what may work in

Newaygo. He actually didn't have very many questions for me, he really just wanted to let me know how impressed he was with our City. We had a long conversation about cities, community and opportunity. He confirmed many of the opportunities for the City of Alma that we have been working towards. Sometimes we fail to see that the day to day efforts of what we do has a real payoff. Thanks to Aeric Ripley for all of the hard work in making so many of the downtown projects a reality.

City Manager Schooley acknowledged Aeric Ripley's efforts with the presentation of the City of Alma Challenge Coin for his exceptional work for the City and the citizens of Alma.

Challenge coins with the City Logo on one side and the core values of TRIPLE spelled out on the back are used to give to our employees who have been singled out for their efforts to show the public or other employees how important those values are to us.

The next City Commission meeting in two weeks is scheduled for Christmas day, December 25, 2018. City Manager Schooley would like to change that meeting date to Thursday, December 27, 2018. Commissioners agreed to change the date to December 27, 2018.

Questions and brief discussion followed. The November 27, 2018, City Commission work session concluded at 6:03 p.m.

**Alma, Michigan
November 27, 2018**

Mayor Mapes called a regular meeting of the Alma City Commission to order at 6:05 p.m. at the Alma Municipal Building.

Present: Allman, Ayers, Harrington, Mapes, Mott, Nyman & Piccolo.

Absent: None.

Mayor Mapes asked the City Commission and members of the audience to stand and recite the Pledge of Allegiance to the Flag.

Motion by Commissioner Nyman as supported by Commissioner Allman to approve the Agenda of this November 27, 2018 meeting

Yes: Allman, Ayers, Harrington, Mapes, Mott, Nyman & Piccolo.

No: None.

Motion by Commissioner Ayers as supported by Commissioner Nyman to approve the minutes of the November 13, 2018 regular meeting

Yes: Allman, Ayers, Harrington, Mapes, Mott, Nyman & Piccolo.

No: None.

Motion by Commissioner Mott as supported by Commissioner Ayers to approve the consent agenda request for payments in the following amounts: \$3,177.84 to the State of Michigan for the annual Community Public Water Supply fee; \$2,300.00 to Gongwer for the News Report Service for year 2019 and \$2,117.44 to 21st Century Media -Michigan for October Publications.

Yes: Allman, Ayers, Harrington, Mapes, Mott, Nyman & Piccolo.

No: None.

Motion by Vice-Mayor Harrington as supported by Commissioner Nyman to approve the request for purchase in the amount of \$2,264.04 to A-1 Truck Parts for Bearings with Blocks for the City Leafer Truck.

Yes: Allman, Ayers, Harrington, Mapes, Mott, Nyman & Piccolo.

No: None.

The following preamble and resolution was offered by Commissioner Allman as supported by Commissioner Piccolo:

WHEREAS, the Michigan Legislature (MCL 247.663) requires each city or village to adopt a Local Agency Pavement Warranty Program that was approved by the Michigan Department of Transportation in 2018;

WHEREAS, the Michigan Local Agency Pavement Warranty Program was developed by the Local Agency Pavement Warranty Task Force for use by all 533 cities and villages in the format approved by the Michigan Department of Transportation in 2018;

WHEREAS, the Michigan Department of Transportation has reviewed and approved the Michigan Local Agency Pavement Warranty Program consisting of Special Provisions (Boilerplate, Concrete, HMA, Location, Pass-Through Warranty Bond); a Warranty Bond Form and Contract Form; and Guidelines for Local Agency Pavement Warranty Programs;

NOW THEREFORE BE IT RESOLVED, the City of Alma hereby adopts the Michigan Local Agency Pavement Warranty Program and accompanying documents in accordance to the requirements of MCL 247.663;

BE IT FURTHER RESOLVED, this resolution is made a part of the minutes of City of Alma meeting on November 27, 2018.

Yes: Allman, Ayers, Harrington, Mapes, Mott, Nyman & Piccolo.

No: None.

The following preamble and resolution was offered by Commissioner Allman as supported by Commissioner Nyman:

WHEREAS, The Michigan Legislature created a requirement (MCL 247.663) as part of the Transportation Funding Package of 2015 that requires each city and village to adopt a Local Agency Pavement Warranty Program that was approved by the Michigan Department of Transportation in 2018;

WHEREAS, the City of Alma adopted the Michigan Local Agency Pavement Warranty Program on November 27, 2018;

WHEREAS, the City of Alma agrees to consider a local pavement warranty on each project that includes \$2 million or more in paving-related items and includes any state or federal funds;

WHEREAS, the Local Agency Pavement Warranty Program law requires each city and village to report annually on each project that includes \$2 million or more in paving-related items *and* includes any state or federal funds, whether or not a warranty was utilized in the project;

WHEREAS, the City of Alma agrees to implement the Michigan Local Agency Pavement Warranty Program consistent with the Guidelines for Local Agency Pavement Warranty Program document that was approved by the Michigan Department of Transportation in 2018; and which the City of Alma adopted Implementation Policy defines the City of Alma's intent of its pavement warranty program;

NOW THEREFORE BE IT RESOLVED, the City of Alma hereby agrees to implement the Local Agency Pavement Warranty Program that was approved by the Michigan Department of Transportation in 2018.

Yes: Allman, Ayers, Harrington, Mapes, Mott, Nyman & Piccolo.

No: None.

Commissioner Piccolo presented the meeting notes of the November 20, 2018 Committee for the Medical Marihuana Facilities Ordinance:

MATTERS AND ISSUES DISCUSSED

- The task force was charged to come up with the procedures and *Marihuana Facilities* licensing application.
- Processes of other Cities were reviewed.
- Department Heads responsible for aspects of the process and its regulation were interviewed.
- Sewer and water processes were evaluated.
- Safety standards were addressed with the Public Safety Administrator Mark Williams.

The Task Force has developed a draft of the *Marihuana Facilities License Application* and *Alma City Policy on the Issuance of Medical Marihuana Licenses* and sent them to the City Attorney for his review. The task force feels that the application process will be rigorous but fair to the applicants.

Mr. Aaron Hale has created a *Zoning Pre-Qualification Form* for interested applicants.

City Attorney Costanzo stated he has reviewed the documents and feels the Committee did an excellent job. The pre-qualifying meeting and the nonrefundable \$1,000 fee is a good step for the possible applicants. The \$4,000 fee will be submitted with the application for the *Marihuana Facilities license*.

Mr. Costanzo will review if the City Commission needs to take action on official approval of the *Marihuana Facilities licensing process*.

Motion by Vice-Mayor Harrington as supported by Commissioner Nyman to receive the following reports and place them on file: Alma Police Department October 2018 report and the Medical Marihuana Facilities Task Force meeting notes.

Yes: Allman, Ayers, Harrington, Mapes, Mott, Nyman & Piccolo.

No: None.

Motion by Commissioner Mott as supported by Commissioner Piccolo to ratify Invoice payments of November 14, 2018 and approve Warrant No. 19-10 and to authorize the City Treasurer to issue checks in payment of all claims.

Yes: Allman, Ayers, Harrington, Mapes, Mott, Nyman & Piccolo.

No: None.

Mayor Mapes asked for Commissioner comments.

Vice-Mayor Harrington congratulated the new City Commissioners. She thanked the task force for their hard work and Aeric Ripley for his hard work.

Commissioner Mott wanted to thank Aeric also.

Commissioner Allman thanked both Aeric and Aaron Hale for their work with the task force.

Commissioner Ayers wanted to congratulate Audra Stahl on her election to the Commission. He added that it will be an interesting experience.

Commissioner Piccolo welcomed the new Commissioners and thanked the task force for their good work.

City Attorney Costanzo congratulated the task for the work done, it was exceptional. The presentation of the Challenge Coin is a well-deserved honor for Aeric Ripley.

City Manager Schooley stated that it was nice to hear confirmation from an outsider that Alma is working forward. We are on the right track and will continue to move forward.

Mayor Mapes wanted to congratulate all the candidates that ran in the election. He thanked them for putting themselves out there. He congratulated both Audra Stahl and Michelle Pitts on being elected to the Commission. We will miss Don Ayers and Mel Nyman.

Mayor Mapes opened the floor for Public Comments.

Laurie Wilson, 517 Michigan, St Louis thanked all for their support

Les Rosan, 889 Mill readdressed the concerns of the Pine River. This is an asset that is dying. We need to keep vigilant with the State to see that these concerns are their concerns. The Pine River Group meets at the Library. We need to work together to talk to our Senators and Representatives.

William Webster, 1205 Woodmere wanted to express his congratulations to the new Commissioners and thanks to the Commission for this opportunity to speak. Recently he had placed 10 to 12 *Issue Signs* in his Yard. He admitted that number of signs may have been too many. After a visit by Code Enforcement Officer Aaron Hale, it was investigated that his issue signs as well as other support signs do not meet the sign ordinance. He wishes the Commission to re-evaluate the sign ordinance to make sure a person's right to free speech is not restricted.

City Manager Schooley stated that the sign ordinance is under review by staff.

Mayor Mapes expressed that the City wants to make sure that protection of freedom of speech is granted to all its citizens.

Being no further Public comment, Mayor Mapes asked for a motion to adjourn.

Motion by Commissioner Allman as supported by Commissioner Piccolo to adjourn the regular meeting at 6:45 p.m.

Yes: Allman, Ayers, Harrington, Mapes, Mott, Nyman & Piccolo.

No: None.

Gregory S. Mapes, Mayor

Sheila Letourneau, City Clerk