

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

**Absent:** Mott.

**Work Session began at 5:30 p.m.**

City Manager Schooley presented the December 21, 2018 Newsletter for discussion:

### **Informational**

- **Neighborhood Meeting for Conditional Rezoning and Special Use Permit: 313 N. State Street**  
A Special Use Permit and Conditional Rezoning Request has been received by Gemini Capital Management, LLC for 313 N State Street. The applicant is proposing to develop eight (8) residential units on the second floor, and to conditional allow one (1) apartment on the first floor of the building annex. The property is zoned B-1, Central Business District. The B-1 district does allow residential uses provided they are on the second or higher floors of a permitted use through the issuance of a Special Use Permit.  
Per the conditional zoning ordinance, a conference is to be held prior to the public hearing by the applicant and the Zoning Administrator to discuss the proposed development. That meeting will be held on Wednesday January 2, 2019 at 7pm here at City Hall. 300' letters have also been sent to area property owners. Staff would appreciate representation from the commission at this meeting. We believe it would be beneficial for you to have an opportunity to be involved in this process from the beginning. Please make sure we coordinate the effort so as not to create a situation where we have a quorum of the commission. This has not been noticed as a public meeting.

The public hearing has been set and noticed for Monday January 7, 2019 at 7pm here at City Hall.

- **Neighborhood Meeting for Rezoning: 211 Woodworth**  
A request to rezone the parcel of land located at 211 Woodworth Avenue, from B2, General Business to LI, Limited Industrial has been received from the owners Joseph and Dawn Ahern. The parcel to the east is zoned LI, Limited Industrial allowing the property owner to request this zoning designation for leasing the property as a medical marihuana grow facility.

A conference has been scheduled to meet with the applicant and Zoning Administrator here at City Hall on Thursday January 3, 2019 at 7pm. Unlike the conditional zoning application, this request does not require a pre-conference. However, staff feels that it would be beneficial to engage the same discussion prior to any proposed change in zoning. Again, we believe it would be good to have commission representation at this conference as well, keeping in mind this is not a noticed public meeting.

The public hearing has been set and noticed for Monday, January 7, 2019 at 7pm here at City Hall.

- **Conditional Rezoning Agreement for 601 Woodworth/119 Hastings**  
Attached is a copy of the Conditional Re-Zoning Agreement between the City of Alma and Ivory Manor LLC for the property located at 601 Woodworth and 119 Hastings. On December 3<sup>rd</sup> the Planning Commission, after a public hearing, recommended approval of the conditional rezoning with conditions. The agreement will be brought to the City Commission for consideration at the first meeting in January.

- **Commissioner Handbook**  
Attached is a draft of a handbook I have created for commissioners. The handbook is intended to describe select guidelines by which the Alma City Commission operates. The handbook includes excerpts from the City Charter and Code of Ordinances. The handbook could serve as a quick reference guide for new and experienced commissioners and staff. Please take a look at the draft and give me any input. Commissioner Allman asked that the City Charter description on Commissioner's monetary compensation should be added.

- Goal Setting 2019: January 23, 2019

In December of 2017 I asked City Administrative Staff, Supervisors, and Commissioners to address their issues and concerns for the City of Alma's future through a goal setting packet. We also looked at the organization, its effectiveness, and then attempted to identify goals for the upcoming year. This data was compiled and then presented at the Goal Setting Session in January. At that time the data was discussed in a public meeting, and 4 themes were developed: Organizational Effectiveness/Employee Development, Community Engagement, Development and Infrastructure, and Funding/Finance. The information is still pertinent. I have compiled a list of the topics we discussed and emailed them out to supervisory staff and the commission for input.

Eventually we came up with 2 seemingly simple goals for the year, #1 Fix the organization, and #2 repair our reputation with the community. I can tell you that we have worked hard on those goals throughout the past year. Many of our accomplishments involve making major strides forward with our staff and the community. We should be proud as an organization of our successes in the past year.

I have also asked for accomplishments and goals for discussion at the January 23<sup>rd</sup> Goal Setting Session. If for some reason you did not receive the packet, let me know and I will get it out to you.

- Fireworks Legislation

It appears Michigan municipalities could restrict the use of fireworks on more days under a bill that was nearing final legislative approval upon my writing on Friday.

Under current law, consumer-grade fireworks can be shot off 30 days of the year, which surround holidays. Under the new bill, the 30 days would stay, but communities could limit that number to 12 days, mostly around the Fourth of July. Communities could pass ordinances that limit fireworks to just those days or allow fireworks on all the 30 days.

And while the current fireworks law generally allows fireworks to be set off until 1 a.m., the new bill says that communities could pass ordinances that cut off fireworks after 11:30 p.m. on some days.

Questions and discussions followed.

The December 27, 2018, City Commission work session concluded at 6:00 p.m.

**Alma, Michigan  
December 27, 2018**

Mayor Mapes called a regular meeting of the Alma City Commission to order at 6:00 p.m. at the Alma Municipal Building.

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

**Absent:** Mott.

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 Piccolo as supported by Commissioner Nyman to approve the minutes of the December 11, 2018 regular meeting

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

**No:** None.

Motion by Vice-Mayor Harrington as supported by Commissioner Ayers to approve the consent agenda request for payments in the following amounts: \$5,500.00 to the State of Michigan for the annual NPDES Permit fee for 2019 for discharges at the Wastewater Treatment Plant; \$2,431.12 to the State of Michigan for the annual

Biosolids Land Application fee for 2019 for the reported tonnage in 2018 by the Wastewater Treatment Plant and \$6,000.00 to Gratiot Isabella Regional Educational School District for the MMNet Internet services for the period July 1, 2018 to June 30, 2019 by the Alma Public Library.

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

**No:** None.

Motion by Commissioner Piccolo as supported by Commissioner Ayers to approve the request for purchase in the amount of \$5,200.00 to Etna Supply Company for (40) 5/8 x 3/4-inch residential meters to restock the Alma Water Plant inventory.

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

**No:** None.

Motion by Commissioner Allman as supported by Commissioner Piccolo to approve the request for purchase in the amount of \$1,584.31 to ASAP Sales & Service for the Snowplow Frame and Hardware to equip the new pickup truck.

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

**No:** None.

Motion by Commissioner Nyman as supported by Commissioner Ayers to approve the request for purchase in the amount of \$1,700.00 to ESRI for the ARC GIS annual software maintenance renewal for the Engineering Department.

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

**No:** None.

Motion by Vice-Mayor Harrington as supported by Commissioner Nyman to approve the request for purchase in the amount of \$3,820.00 to Applied Imaging for the purchase of (4) Cannon Dr-M260 Scanners for the Alma Public Library and staff at City Hall.

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

**No:** None.

Motion by Commissioner Ayers as supported by Commissioner Nyman to approve the request for payment in the amount of \$2,500.00 to Alma Realty for an Alma Downtown Development Authority Façade Improvement Grant for the property at 119 W Superior damaged by the fire at 117 W. Superior.

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

**No:** None.

**Abstain:** Mapes.

Motion by Vice-Mayor Harrington as supported by Commissioner Nyman to approve a resolution of appreciation for Commissioner Donald L. Ayers.

**Whereas,** Donald L. Ayers has faithfully served the City of Alma as a City Commissioner since January 1, 2004 and

**Whereas,** Don has played a key role in the economic and community development of Alma throughout his tenure on the Commission through such projects as the construction of Adams Avenue, Pine Ave. extension, Panther Parkway and Willow Run, the expansion of the Alma Public Library, construction of the DART

facility, the Fred Meijer Heartland Trail, the two-way street conversion in the Central Business District, execution of City of Alma Master Plan, creation of Obsolete Property Rehabilitation Districts, and **Whereas**, Don has supported intergovernmental within the county with the neighboring Pine River and Arcada Townships and the City of St. Louis for housing and economic development projects, and

**Whereas**, Don has campaigned to support the successful passage of municipal millage issues involving renewal of Neighborhood Street Improvement Initiatives in years 2006, 2011, and 2016, the \$3.5 million Alma Public Library Expansion Project and the enactment of over one hundred and fifty ordinances, and

**Whereas**, Don has carried out his fiduciary responsibilities which have resulted in the award of millions in grants and contributions for multiple projects and programs throughout the City of Alma. During his tenure the City of Alma reached the achievement of sufficient fund balances in operating funds to assure the continuation of municipal services during periods of economic downturns, all of which have been accomplished throughout a period of uncertain municipal revenues and in the absence of any increases in the General Fund operating millage, and

**Whereas**, Don has also shared his personal time and professional talents through his service as a member of the Alma Planning Commission and Zoning Board of Appeals, he has played a role in promoting the annual Highland Festival and the "Come Home to Alma for the Holidays" celebrations.

**Now Therefore be it Proclaimed** that the Alma City Commission, City Staff and citizens of the Alma community expresses their heartfelt gratitude for Donald L. Ayers contributions throughout his Fifteen year tenure as an elected official for the City of Alma and further extends their wishes for his continued success as he once again becomes a "private citizen" following the expiration of his term on December 31, 2018, and

**Be It Further Proclaimed** that this resolution be presented to Commissioner Donald L. Ayers at the December 27, 2018 City Commission Meeting and that this resolution be entered in the official minutes of the Alma City Commission.

**Dated this 27th Day of December 2018**

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

**No:** None.

Motion by Vice-Mayor Harrington as supported by Commissioner Piccolo to approve a resolution of appreciation for Melvin A. Nyman.

**Whereas**, Melvin A. Nyman has faithfully served the City of Alma as a City Commissioner since January 1, 1988 and

**Whereas**, Mel was selected by his fellow Commissioners to represent the City as Vice-Mayor on January 2, 2002, and

**Whereas**, Mel was selected by his fellow Commissioners to represent the City as Mayor on June 1, 2002, with the retirement of then Mayor Burnet Davis, and

**Whereas**, Melvin A. Nyman held the position of Mayor for fifteen years being the longest sitting Mayor in the City of Alma history where he performed five marriages in his position as Mayor, and

**Whereas**, on January 10, 2017, Mel stepped down as Mayor to be elected Vice-Mayor and then on January 9, 2018 retired from the Vice-Mayor seat to finish out the rest of his term as he started back in 1988 as a City Commissioner, and

**Whereas**, Mel has played a key role in the economic and community development of Alma throughout his tenure on the Commission and

**Whereas**, Mel has supported intergovernmental relations within the county with the neighboring Pine River and Arcada Townships and the City of St. Louis for housing and economic development projects, and

**Whereas**, Mel has campaigned to support the successful passage of many municipal millage issues involving the renewal of the 5-Year Neighborhood Street Improvement Initiatives, the \$3.5 million Alma Public Library Expansion Project and the enactment of two hundred ninety-four ordinances, and

**Whereas**, Mel has carried out his fiduciary responsibilities which have resulted in the award of millions in grants and contributions for multiple projects and programs throughout the City of Alma. During his tenure the City of Alma reached the achievement of sufficient fund balances in operating funds to assure the continuation of municipal services during periods of economic downturns, all of which have been accomplished throughout a period of uncertain municipal revenues and in the absence of any increases in the General Fund operating millage, and

**Whereas**, Mel has also shared his personal time and professional talents through his service as a member of numerous Boards and Commissions not only in the City of Alma but County wide as well, and

**Now Therefore Be It Proclaimed** that Alma City Commission, City Staff and citizens of the Alma community expresses their heartfelt gratitude for the contributions of Melvin A. Nyman throughout his Thirty-One year tenure as an elected official for the City of Alma and further extends their wishes for his continued success as he once again becomes a "private citizen" following the expiration of his current term on December 31, 2018, and

**Be It Further Proclaimed** that this resolution be presented to Commissioner Melvin A. Nyman at the December 27, 2018 City Commission Meeting and that this resolution be entered in the official minutes of the Alma City Commission.

**Dated this 27th Day of December 2018**

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

**No:** None.

Motion by Commissioner Allman as supported by Commissioner Piccolo to approve a resolution authorizing the execution of the First Amendment to the Water Tank Communication Site Lease Agreement between the City of Alma and T-Mobile Central, LLC for the use of the Water Tower.

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

**No:** None.

Motion by Commissioner Ayers as supported by Commissioner Allman to receive the following reports and place them on file: Board of Review December 11, 2018 minutes and the Planning Commission Meeting Minutes of December 3, 2018.

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

**No:** None.

A presentation was given by Police Chief Kendra Overla to Officers Alex Hawkins and Officer Robert Stack.

Section 5.7.3 of the Alma Police Department Policy states:

The Medal of Honor is awarded to a member for an extraordinary act of heroism that goes above and beyond the normal call of duty and is carried out at great risk to personal safety in an effort to protect persons or property.

Today, I have the privilege to share with you all a portion of a shift worked by two of our police officers. On July 12, 2018 Officer Stack and Hawkins were on duty and had been working traffic when they were dispatched to the scene of structure fire at 1575 Pine Ave. Officers arrived on scene and without hesitation they made entry, ensuring that the residents of the building were evacuated.

Officers attempted entry into apartment 119 where the fire was so intense they were not able to gain access. Alma Fire Department arrived a short time later; with the scene ultimately being turned over to the Michigan State Police Fire Investigation Unit. Through investigation it was learned that one fatality had occurred I can only imagine that without the expedient response from Officers Stack and Hawkins this number may have been higher.

When I arrived on scene I noted that the officers made sure that residents were out of harms way, remained calm and communicated with Fire Personnel. I watched as they resumed their duties; Officer Stack and Officer Hawkins responded to a suicidal subject, changed a patrol car tire and then checked on a suspicious vehicle all prior to getting checked out. You see both officers acted selflessly, they continued to care for others even though they felt the effects of the smoke they had taken in during the initial call. It is without hesitation and with great pride that I present both Officer Stack and Officer Hawkins with the Medal of Honor, a uniform pin and certificate of appreciation.

Motion by Commissioner Piccolo as supported by Commissioner Nyman to approve Warrant No. 19-12 and to authorize the City Treasurer to issue checks in payment of all claims.

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

**No:** None.

Mayor Mapes asked for Commissioner comments.

Vice-Mayor Harrington wanted to thank Don and Mel for their service to the City and wish you the best. She has learned so much from them.

Commissioner Allman also thanked Mel and Don for their service and the officers for their dedication to the City of Alma. He wanted to commend all the hard work put into the Come Home for the Holidays event. It was a wonderful night. Happy new year.

Commissioner Piccolo expressed that what the Officers did was extraordinary and is proud of their commitment to the City.

Commissioner Ayers congratulated the Officers for their work and is pleased that the City recognized them at this meeting.

City Attorney Costanzo wanted to state that the Officers act of heroism was just another day at the office for them and he is thankful that they work for the City. Don and Mel, it was a pleasure and honor working with you, you both were invaluable and asset to the City. Things are on the upswing because of your contributions.

City Manager Schooley spoke that it is incredible the years of devotion Mel and Don have given to the City. He thanked them for all their help. He also expressed his thanks to officer Hawkins and Stack for their act of heroism. 2018 was a roller coaster year for the City and he wants to thank Staff for all they have done in making it great.

Mayor Mapes wanted to echo the comments made for the Officers. He wanted to thank them for doing a great job. Do appreciate their service. Don it has been great working with you, you brought a valuable prospective. Mel,

I appreciate your guidance. You were a great mentor to me. I will miss working with you both. Thanks, on behalf of the Community for your service. Looking forward in seeing you in different roles.

Mayor Mapes opened the floor for Public Comments.

Laurie Wilson, 517 Michigan, St Louis again appeared thanking all for their support.

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:** Ayers, Allman, Harrington, Mapes, Nyman & Piccolo.

**No:** None.

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Gregory S. Mapes, Mayor

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Sheila Letourneau, City Clerk