

Present: Allman, Harrington, Mapes, Nyman, Piccolo, Pitts & Stahl.

Absent: None.

Work Session began at 5:30 p.m.

City Manager Schooley presented the January 18, 2019 Newsletter for discussion:

Agenda Items

- Appointments:

On the agenda are the following candidates for appointments to City Boards or Commissions:

- Board of Review: Reappointment of Tadd Godfrey, David Justin, and Joel Lucas to a one-year term. Appointment of Ben Long as an alternate member.
 - Housing Commission: Reappointment of Gary Shirely to a five-year term and the appointment of Sue Anderson to a five-year term (replacing George Clark).
 - Parks and Recreation: Appointment of Ben Long (replacing Charlene Feiss).
 - For the Planning Commission: 3 applications have been forwarded to Mayor Mapes for consideration as of this date. Manager Schooley noted that an additional application has been sent to Mayor Mapes.
- Consideration of an Increase in Compensation for Board of Review Members:
Assessor Kathy Roslund has requested that the City Commission consider a request for an increase in the compensation for the Board of Review for 2019. Currently the Board of Review is compensated at \$12/hour, with the following expenses for 2018:

Feb 22nd: 4 hours training = \$144

March 7th: 2-hour organizational meeting = \$72

March 21st: 7 hours = \$252

March 22nd: 12 hours = \$432

March 23rd: 7 hours = \$252

July 17th: 1 hour = \$36

Dec 11th: 1 hour - \$36

Total 2018: \$1,224

Kathy would like to recommend the 2019 Compensation rate:

Meetings under 4 hours = \$50 per member

Meetings over 4 hours = \$100 per member

Meetings over 8 hours = \$150 per member

Total annual compensation for 2019 would be \$1,700. That is an increase of \$476 over current rate.

Informational

- Tour of Water and Wastewater Plants

There has been talk that commissioners are interested in taking a tour of some of the municipal facilities. In talking with staff, they would be very excited to have you visit. I would like to set a tentative date of February 20th for a tour. Transit would be available to pick us up at the Municipal Building and get us where we need to go. I am looking for some feedback of a good time to start the tour.

- Library Staff to Host Brunch for Staff and Commission
On February 14th the Library Staff will be hosting an employee breakfast starting at 6:30 am and running until 9:30 am. Bryan asks that you contact his staff (463-3966) by February 8th so he can get an accurate count.
- Updated: Issuance of Medical Marihuana Facilities Licenses Policy
On January 18th the Marihuana Facilities Licensing committee met to finalize the policy and plans for the application process scheduled to begin February 1st. The Informational Meeting will be held on January 30th here at the Municipal Building. Zoning pre-application forms will be distributed that night. Full Medical Marihuana Facilities License Applications will be available starting February 1. The committee has made the decision that if there are more applicants than licenses, a lottery will be held to select the applications for recommendation to the commission. At the time of this writing we were finalizing some of the language which will be brought to the full commission in a report from Commissioner Piccolo at the upcoming meeting. I will also bring a copy of the updated policy.
- Michigan Rural Community Demolition Grant
At the last commission meeting we discussed the possibility of hiring a management firm for the property owned by the City on Hoffman Road. Since that time Gratiot Economic Development has informed us of a \$50,000 Rural Community Demolition Grant available through the Land Bank. In reviewing the condition of the property and potential costs associated with it over the next few years, staff believes this grant is an opportunity to demolish the structure and create a savings for us in the long run. Attached is the grant information from the Land Bank.
- Conditional Rezoning Request to Planning Commission
The conditional rezoning of the property at 601 Woodworth/119 Hastings will be brought back to the planning commission at the February 4th meeting. The owners of the properties have made the request (along with the prospective buyer). A public hearing will take place once again on the property during the meeting.
- Cititech (workflow) Reorganization
While conducting staff meetings on the 2020 Budget and budget reviews over the past couple weeks it has become apparent that we have not been using our workflow system to its capabilities. This, to me, is at the root of many of our issues we have encountered in regard to budgeting and communication over the past years. I will be working to make sure we first have the right system in place, and if so making sure we are properly trained in its use. Our workflow system ties directly to our planning and prioritizing citywide. Internal service fees and how they are charged to each department are dependent on a solid, trusted system that everyone understands.
- Volunteer Program Rollout: Alma College Intern Justin Judge has been working very hard on the development of the City of Alma's Volunteer Program. He has created a policy, handbook, department request form, and a list of potential organizations to contact as we get ready to start the program this Spring. I will keep you updated and would like to have Justin come to a commission meeting in the next few weeks to present the program in full.
- Chamber Dinner: The Gratiot Area Chamber of Commerce Annual Dinner is Thursday January 24th. If you are interested in attending, please contact me for more information.

Questions and discussions followed.

The January 22, 2019, City Commission work session concluded at 6:00 p.m.

Alma, Michigan
January 22, 2019

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

Present: Allman, Harrington, Mapes, Nyman, Piccolo, Pitts & Stahl.

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 Piccolo as supported by Vice-Mayor Harrington to approve the Amendments to the Agenda adding a request to purchase and two resolutions.

Yes: Allman, Harrington, Mapes, Nyman, Piccolo, Pitts & Stahl.

No: None.

Motion by Commissioner Piccolo as supported by Vice-Mayor Harrington to approve the minutes of the January 8, 2019 Organizational meeting and the January 8, 2019 regular meeting.

Yes: Allman, Harrington, Mapes, Nyman, Piccolo, Pitts & Stahl.

No: None.

Motion by Commissioner Mott as supported by Vice-Mayor Harrington to approve the request for purchase in the amount of not to exceed \$20,000.00 to Aadvanced Concrete. LLC for repair work on the Waste Water Treatment Plant (WWTP) Pump House and Lift Stations 3, 4, 7, 8 and 5.

Yes: Allman, Harrington, Mapes, Mott, Piccolo, Pitts & Stahl.

No: None.

The following preamble and resolution was offered by Vice-Mayor Harrington as supported by Commissioner Piccolo:

WHEREAS, the adoption of the Maximum Asset Standards is required of the City Commission; and
WHEREAS, pursuant to PA 390 of 1994 the City of Alma, Gratiot County states that the poverty exemption guidelines established by the governing body of the local assessing unit shall include an asset level test; and
WHEREAS, the City of Alma adopts the following Maximum Asset Standards for a household to be eligible for a **POVERTY EXEMPTION**. The below asset levels **DO NOT** include the value of your homestead. (Per Tribunal ruling 08-13-97, Docket #236230, and the equity of the homestead should not be included within the asset test to be valid).

Combined assets to the total household may not exceed \$5,000.00

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Assessor and Board of Review shall follow the above stated Maximum Asset Standards in granting or denying an exemption and that if your household assets exceed the above stated Maximum Asset Standards you are NOT eligible for a POVERTY EXEMPTION.

Yes: Allman, Harrington, Mapes, Mott, Piccolo, Pitts & Stahl.

No: None.

Resolution Declared Adopted.

The following preamble and resolution was offered by Vice-Mayor Harrington as supported by Commissioner Allman:

WHEREAS, the adoption of guidelines for poverty exemptions is required of the City Commission; and

WHEREAS, the principal residence of persons, who the Assessor and Board of Review determines by reason of poverty to be unable to contribute to the public charge, is eligible for exemption in whole or in part from taxation under Public Act 390 of 1994 (MCL 211.7u); and

WHEREAS, pursuant to PA 390 of 1994, the City of Alma, Gratiot County adopts the following guidelines for the Board of Review to implement. The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household, including any property tax credit returns, filed in the current or immediately preceding year;

To be eligible, a person shall do all the following on an annual basis:

- 1) Be an owner of and occupy as a principal residence the property for which an exemption is requested.
- 2) File a claim with the assessor or Board of Review, accompanied by federal and state income tax returns for all persons residing in the principal residence, including any property tax credit returns filed in the immediately preceding year or in the current year or a signed State Tax Commission form 4988, *Poverty Exemption Affidavit*.
- 3) File a claim reporting that the combined assets of all persons do not exceed \$5,000. Assets include but are not limited to, real estate other than the principal residence, personal property, motor vehicles, recreational vehicles and equipment, certificates of deposit, savings accounts, checking accounts, stocks, bonds, life insurance, retirement funds, etc.
- 4) Produce a valid driver’s license or other form of identification if requested.
- 5) Produce, if requested, a deed, land contract, or other evidence of ownership of the property for which an exemption is requested.
- 6) Meet the federal poverty income guidelines as defined and determined annually by the United States Department of Health and Human Services or alternative guidelines adopted by the governing body providing the alternative guidelines do not provide eligibility requirements less than the federal guidelines.
- 7) The application for an exemption shall be filed after January 1, but one day prior to the last day of the December Board of Review. The filing of this claim constitutes an appearance before the Board of Review for the purpose of preserving the right of appeal to the Michigan Tax Tribunal.

The following are the 2019 federal poverty income guidelines which are updated annually by the United States Department of Health and Human Services. The annual allowable income includes income for all persons residing in the principal residence.

Federal Poverty Guidelines Used in the Determination of Poverty Exemptions

Size of Family Unit	2019 Poverty Guidelines
1	\$12,140
2	\$16,460
3	\$20,780
4	\$25,100
5	\$29,420
6	\$33,740
7	\$38,060
8	\$42,380
For each additional person	\$4,320

NOW, THEREFORE, BE IT HEREBY RESOLVED that the assessor and Board of Review shall follow the above stated policy and federal guidelines in granting or denying an exemption, unless the Board of Review determines there are substantial and compelling reasons why there should be a deviation from the policy and federal guidelines and these reasons are communicated in writing to the claimant.

Yes: Allman, Harrington, Mapes, Mott, Piccolo, Pitts & Stahl.

No: None.

Resolution Declared Adopted.

Motion by Commissioner Mott as supported by Commissioner Piccolo approving the discharge of Mortgage for the Housing Rehabilitation Program Deferred Payment Loan Agreement between the City of Alma and Roy and Virginia Cole of 125 Moyer.

Yes: Allman, Harrington, Mapes, Mott, Piccolo, Pitts & Stahl.
No: None.

Motion by Vice-Mayor Harrington as supported by Commissioner Allman to approve a Michigan Department of Transportation Resolution of Intent to apply for financial assistance for FY2019-2020 under Act 51 of the Public Acts of 1951 for purposes of supporting the Alma Dial-A-Ride Transportation System.

Yes: Allman, Harrington, Mapes, Mott, Piccolo, Pitts & Stahl.
No: None.

Motion by Commissioner Allman as supported by Commissioner Pitts to approve the introduction and immediate adoption of Ordinance #808 pursuant to the Michigan Regulation and Taxation of Marihuana Act, (Recreational Marihuana) Section 6.1 to prohibit Marihuana Establishments within its Boundaries.

Yes: Allman, Harrington, Mapes, Mott, Piccolo, Pitts & Stahl.
No: None.

Motion by Commissioner Piccolo as supported by Vice-Mayor Harrington to approve a resolution authorizing the execution of the Revised Project Authorization 2012-0029 P5/R1 with the Michigan Department of Transportation to add a line item for tires and adjust funding among the line items by \$3,402.00 for the total of \$38,500.00 and to authorize Mayor Mapes and City Clerk Letourneau to execute the agreement on behalf of the City of Alma.

Yes: Allman, Harrington, Mapes, Mott, Piccolo, Pitts & Stahl.
No: None.

Motion by Vice-Mayor Harrington as supported by Commissioner Pitts to receive the following reports and place them on file: Alma Police Report for December 2018 and the Alma Police Report for year 2018.

Yes: Allman, Harrington, Mapes, Mott, Piccolo, Pitts & Stahl.
No: None.

Motion by Commissioner Piccolo as supported by Commissioner Pitts to appoint Tadd Godfrey, Joel Lucas, David Justin and Ben Long (alternate) to the City of Alma Board of Review for a one-year term.

Yes: Allman, Harrington, Mapes, Mott, Piccolo, Pitts & Stahl.
No: None.

Motion by Vice-Mayor Harrington as supported by Commissioner Piccolo to appoint Ben Long to the Alma Parks & Recreation Board.

Yes: Allman, Harrington, Mapes, Mott, Piccolo, Pitts & Stahl.
No: None.

Motion by Commissioner Pitts as supported by Commissioner Piccolo to appoint Susan Anderson to the Housing Commission to a term expiring January 1, 2023 to fulfil the unexpired term of George Clark.

Yes: Allman, Harrington, Mapes, Mott, Piccolo, Pitts & Stahl.

No: None.

Motion by Commissioner Allman as supported by Commissioner Piccolo to reappointing Gary Shirley to the Housing Commission for a term of 5 years ending on January 1, 2024.

Yes: Allman, Harrington, Mapes, Mott, Piccolo, Pitts & Stahl.

No: None.

Motion by as Vice-Mayor Harrington as supported by Commissioner Piccolo to approve Warrant No. 19-14 and to authorize the City Treasurer to issue checks in payment of all claims.

Yes: Allman, Harrington, Mapes, Mott, Piccolo, Pitts & Stahl.

No: None.

Mayor Mapes asked for Commissioner comments.

Commissioner Stahl wanted to inform the public that Child Advocacy will be holding the Princess & Pirate Family Carnival & Expo on Saturday January 26th at the Central Michigan Youth for Christ building from 10:00am -2:00 pm. A free event with lots fun.

Commissioner Pitts stated that for the month of February at the Chamber office in Alma will be holding the "Lift your Heart". Where you can write on cards what you love about Alma and they will be placed in the windows. This will also be happening in Kubin's of St. Louis, Amstutz of Breckenridge and Alley Ts of Ithaca. A gesture for positivity.

Commissioner Mott asked for a moment of silence for longtime retired employee Randy Sumner.

Commissioner Allman wants to give a shout out to both Police and Fire. There was a recent shooting in in Saginaw Township of a Police officer in the line of duty. We need to realize what these officers put on the line for our safety. He wanted to publicly thank them for their service.

City Attorney Costanzo commented that Randy Sumner was a really nice guy, a selfless guy. He will be missed.

City Manager Schooley echoed the comments on Randy. He was one of a kind.

City Manager Schooley then presented Aaron Hale, City Code Enforcement officer with the City's Challenge Coin for his dedication. He has completed 1300 Rental Inspections and has attained over 90% Compliance in addition to all of the Code Enforcement issues. He is what the City values in an employee. He does a great job.

He also wanted to remind all of the Goal Setting Session tomorrow night at the Library starting at 5:30 p.m.

Mayor Mapes appreciates the work Aaron has done. He complimented the Gratiot County Players renovation of the Strand Theater building with the new Awning, Paint and Lettering. It looks nice.

Mayor Mapes opened the floor for Public Comments.

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

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 6:40 p.m.

Yes: Allman, Harrington, Mapes, Mott, Piccolo, Pitts & Stahl.

No: None.

Gregory S. Mapes, Mayor

Sheila Letourneau, City Clerk