

City Council

Regular Meeting Minutes

Monday, November 21, 2016
7:00 p.m., Council Chambers



1. **Call to Order by Mayor Burr at 7:01 p.m.**
2. **Invocation – Pastor Craig Massey – Hope Reformed Church**
3. **Proclamation recognizing Rock & Road’s “Boo on your bike” event.**
4. **Roll Call**

Present: Jeff Arnold, Andy Klavins, Vickiy Kozlik-Wall, Steve Schlack, Robert Burr

Absent: Clark Gruber

Moved by Arnold, seconded by Smith, to excuse Councilmember Clark Gruber due to personal reasons.

Voted Yes: All. Motion carried.

5. **Approval of Agenda**

Moved by Kozlik-Wall, seconded by Klavins, to approve the agenda.

Voted Yes: All. Motion carried.

6. **Consent Agenda: Items A through F (Roll Call Vote Required)**

Moved by Arnold, seconded by Smith, to approve the consent agenda as follows:

- A. Council will be asked to approve the regular City Council minutes for November 7, 2016.
- B. Council will be asked to approve invoices totaling \$2,421,544.57 for the period ending November 20, 2016 to be approved and forwarded to the Clerk and Treasurer for payment.
- C. Council will be asked to approve a proposal for Material Testing Services with Abonmarche of Benton Harbor, Michigan in the amount of \$15,800.00.
- D. Council will be asked to approve Change Order No. 1 for the Monroe Boulevard and Indian Grove Lift Station Reconstruction Project in the amount of \$25,058.08.
- E. Council will be asked to award the purchase of a Caterpillar 430F2 backhoe-loader to Michigan CAT of Grand Rapids, Michigan in the amount of \$108,822.00.
- F. Council will be asked to accept the following meeting minutes:
 - 1) June 15, 2016 South Haven Regional Airport Authority minutes;
 - 2) July 20, 2016 South Haven Regional Airport Authority minutes;

- 3) July 27, 2016 Housing Commission minutes;
- 4) August 17, 2016 South Haven Regional Airport Authority minutes;
- 5) August 24, 2016 Housing Commission minutes;

A Roll Call Vote was taken:

Yeas: Arnold, Klavins, Kozlik-Wall, Schlack, Smith, Burr

Nays: None

Motion carried.

NEW BUSINESS

- 7. Council will be asked to consider the appointment of Alice Myer to the Housing Commission for a 5-year term.**

Alice Meyer spoke briefly to the Council, outlining her background and qualifications.

Moved by Arnold, seconded by Klavins, to appoint Alice Myer to the Housing Commission for a 5-year term.

Voted Yes: All. Motion carried.

- 8. Council will be asked to consider approval of alteration of the appointments of Council Representatives Kozlik-Wall for the Housing Commission and Smith for the Liberty Hyde Bailey Museum Board.**

City Manager Brian Dissette briefly summarized the need for this reappointment, as well as the precedent set in the past.

Moved by Arnold, seconded by Schlack, to approve an alteration of the appointments of Council Representatives Kozlik-Wall for the Housing Commission and Smith for the Liberty Hyde Bailey Museum Board.

Voted Yes: All. Motion carried.

- 9. Council will be asked to approve the following Special Events:**

- a. Special Event 2016-45, National Blueberry Festival 2017 to be held from August 10, 2017 through August 13, 2017 at Riverfront Park with other events held in various areas of the city.**

Rosalie Plechaty, National Blueberry Festival event coordinator, briefly summarized the 2016 festival, as well as plans for 2017.

Moved by Smith, seconded by Klavins, to approve Special Event 2016-45, National Blueberry Festival 2017 to be held from August 10, 2017 through August 13, 2017 at Riverfront Park with other events held in various areas of the city.

Voted Yes: All. Motion carried.

- b. Special Event 2016-47, Blueberry Craft Fair 2017 to be held from August 11, 2017 through August 13, 2017 at Stanley Johnston Park.**

Susan Diepen of the South Haven Area Chamber of Commerce briefly described the event.

Moved by Kozlik-Wall, seconded by Smith, to approve Special Event 2016-47, Blueberry Craft Fair 2017 to be held from August 11, 2017 through August 13, 2017 at Stanley Johnston Park.

Voted Yes: All. Motion carried.

c. Special Event 2016-46, Rhythm on the River 2017 to be held on July 22, 2017 from 12:00 p.m. until 11:00 p.m. at Riverfront Park.

Ben Holt, President of Foundry Hall, described the event and explained the time change from last year. Mr. Holt addressed Mayor Burr's concerns about street closures and the potential lack of adequate portable toilets.

Moved by Kozlik-Wall, seconded by Smith, to approve Special Event 2016-46, Rhythm on the River 2017 to be held on July 22, 2017 from 12:00 p.m. until 11:00 p.m. at Riverfront Park. Motion was made under the condition of an amendment to the event to increase the number of portable toilets from two to four.

Voted Yes: All. Motion carried.

d. Special Event 2016-48, All Crafts Fair to be held from September 1, 2017 through September 3, 2017 at Stanley Johnston Park.

Susan Diepen of the South Haven Area Chamber of Commerce briefly described the event.

Moved by Smith, seconded by Arnold, to approve Special Event 2016-48, All Crafts Fair to be held from September 1, 2017 through September 3, 2017 at Stanley Johnston Park.

Voted Yes: All. Motion carried.

10. Council will be asked to take the following actions related to the proposed amendment to the city's Zoning Ordinance, section 1901:

A. Host a public hearing

Moved by Kozlik-Wall, seconded by Klavins, to open the public hearing.

Voted Yes: All. Public hearing opened.

City Manager Dissette briefly described the amendment to the Council, explaining that the ordinance will be much more clear and easy to understand.

No public comment.

Moved by Smith, seconded by Klavins, to close the public hearing.

Voted Yes: All. Public hearing closed.

B. Consider a motion to adopt the proposed amendment to the city's Zoning Ordinance section 1901.

Moved by Arnold, seconded by Kozlik-Wall, to adopt the proposed amendment to the city's Zoning Ordinance section 1901.

Voted Yes: All. Motion carried.

11. Council will be asked to review and accept the gift of a sculpture from SHOUT to be placed near 402 Phoenix Street.

City Manager Dissette briefly described SHOUT and their efforts. The City Manager informed the Council that the sculpture is being donated at no cost to the city.

Moved by Kozlik-Wall, seconded by Smith, to accept the gift of a sculpture from SHOUT to be placed near 402 Phoenix Street.

Voted Yes: All. Motion carried.

12. Council will be presented an update and report on the short-term rental ordinance implementation process for the 2016 summer season.

City Manager Dissette gave an update on short-term rental registrations and ordinance implementation. The City Manager reviewed data related to short-term rentals and updated the Council on the upcoming review of the enforcement plan.

13. Council will be asked to consider approval of a construction contract with Jordan Intercoastal, in the amount of \$166,415, for the planned Black River Park Fishing Platform and Bank Stabilization improvement project.

City Manager Dissette described the construction project and explained grant funding that has been received to assist.

Mayor Burr mentioned SHOUT's donation of \$35,000 for the installation of a bridge.

Councilmember Schlack asked where the money will come from to cover the overage. The City Manager informed him that no additional, unbudgeted funds are required.

Moved by Kozlik-Wall, seconded by Klavins, to approve a construction contract with Jordan Intercoastal, in the amount of \$166,415, for the planned Black River Park Fishing Platform and Bank Stabilization improvement project.

Voted Yes: All. Motion carried.

14. Interested Citizens in the Audience Will Be Heard on Items Not on the Agenda

Susan Ryan, 37 Cass St., addressed the Council about her concerns regarding fire pits within the city.

15. City Manager's Comments

City Manager Dissette updated the Council about upcoming holiday closures for City Hall. The City Manager also gave an update on the opening of a portion of Kalamazoo Street. City Engineer Larry Halberstadt addressed access to Lovejoy Street.

16. Mayor and Councilperson's Comments

Councilmember Smith commended staff and the construction crew for the work done on the Monroe Boulevard and Indian Grove Lift Station project.

Councilmember Klavins commended the construction crew for the work done on the North Shore Drive project.

17. City Council will be asked to go into closed session pursuant to the Michigan Open Meetings Act; Public Act No. 267 of 1978; 15.268; Section 8(a) for annual personnel evaluation for the City Manager.

Moved by Arnold, seconded by Klavins, to go into closed session pursuant to the Michigan Open Meetings Act; Public Act No. 267 of 1978; 15.268; Section 8(a) for annual personnel evaluation for the City Manager.

A Roll Call Vote was taken.

Yeas: Arnold, Klavins, Kozlik-Wall, Schlack, Smith, Burr

Nays: None

Motion carried.

Moved by Klavins, seconded by Arnold, to exit closed session pursuant to the Michigan Open Meetings Act; Public Act No. 267 of 1978; 15.268; Section 8(a) for annual personnel evaluation for the City Manager.

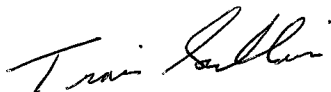
Voted Yes: All. Motion carried.

18. Adjourn

Moved by Klavins, seconded by Smith, to adjourn the meeting.

Voted Yes: All. Motion carried, meeting adjourned at 8:42 p.m.

RESPECTFULLY SUBMITTED,



Travis Sullivan
City Clerk