

City Council

Regular Meeting Minutes

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



1. **Call to Order by Mayor Burr at 7:00 p.m.**
2. **Invocation – Reverend Eric Jarvis – First Assembly of God**
3. **National Hospice and Palliative Care Month Proclamation**
4. **Roll Call**

Present: Jeff Arnold, Clark Gruber, Andy Klavins, Steve Schlack, Scott Smith, Robert Burr

Absent: Vickiy Kozlik-Wall

Moved by Gruber, seconded by Smith, to excuse Councilmember Kozlik-Wall due to personal reasons.

Voted Yes: All. Motion carried.

5. **Approval of Agenda**

Moved by Arnold, seconded by Smith, to approve the agenda.

Voted Yes: All. Motion carried.

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

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

- A. Council will be asked to approve the regular City Council minutes for October 17, 2016.
- B. Council will be asked to approve invoices totaling \$1,860,969.92 for the period ending November 6, 2016 to be approved and forwarded to the Clerk and Treasurer for payment.
- C. Council will be asked to award a contract to Milbocker and Sons, Inc. in the amount of \$23,938.50 for installation of electric conduit on North Shore Drive.
- D. Council will be asked to approve Change Order #1 for the Peterson Ravine Manhole Rehabilitation Contract in the amount of \$6,400.00.
- E. Council will be asked to approve Change Orders #1-3 for the Dunkley Avenue Site Cleanup Contract in the amount of \$33,320.
- F. Council will be asked to approve a license agreement with John and Cora Rubitschun of 104 Orchard, South Haven MI, 49090 for the sole purpose of installing a private fence,

as depicted in Exhibit A of the license agreement, within the City right-of-way, and authorizing the Mayor and City Clerk to execute the necessary documents.

- G. Council will be asked to approve a proposal from Edgewater Resources to assist the City of South Haven in establishing a vision for the City-owned property along the South Haven Lakeshore from Erie Street to south of the blue stairs.
- H. Council will be asked to approve an MDOT performance resolution, a resolution which allows the City of South Haven to seek the annual MDOT Application and Permit for operations within the State Highway Right-of-Way.
- I. Council will be asked to approve a temporary sign request from We Care, Inc., and D.A.S.H., to be located on the front lawn at City Hall from November 11, 2016 to November 26, 2016.
- J. Council will be asked to accept the following meeting minutes:
 - 1) July 16, 2016 Bailey Museum meeting minutes;
 - 2) July 25, 2016 Zoning Board of Appeals minutes;
 - 3) August 29, 2016 Board of Public Utilities minutes;
 - 4) September 6, 2016 South Haven Area Recreation Authority minutes;
 - 5) September 13, 2016 Parks Commission minutes;
 - 6) September 14, 2016 Construction Board of Appeals minutes;
 - 7) September 16, 2016 Bailey Museum meeting minutes.

A Roll Call Vote was taken:

Yeas: Arnold, Gruber, Klavins, Schlack, Smith, Burr

Nays: None

Motion carried.

NEW BUSINESS

- 8. Council will be asked to approve Special Event 2016-44, the Christmas Parade sponsored by D.A.S.H. and We Care, Inc., to be held on November 25, 2016 on the front lawn of City Hall and/or Dyckman Park directly across the street, and along various downtown streets, from 4:30 p.m. until 7:30 p.m.**

City Manager Brian Dissette briefly described the event.

Moved by Gruber, seconded by Arnold, to approve Special Event 2016-44, the Christmas Parade sponsored by D.A.S.H. and We Care, Inc., to be held on November 25, 2016 on the front lawn of City Hall and/or Dyckman Park directly across the street, and along various downtown streets, from 4:30 p.m. until 7:30 p.m.

Voted Yes: All. Motion carried.

- 9. Council will be asked to introduce a public hearing at their first opportunity to consider an amendment to Zoning Ordinance section 1901 at the following meeting.**

Assistant City Manager Kate Hosier briefed the Council on the current state of Zoning Ordinance 1901, explaining that the ordinance as written is confusing and difficult for staff to discern and enforce. The proposed amendment would clarify the language of the ordinance.

Moved by Smith, seconded by Schlack, to introduce a public hearing at the November 21, 2016 City Council meeting to consider an amendment to Zoning Ordinance section 1901.

Voted Yes: All. Motion carried.

10. Council will be asked to approve Resolution 2016-85, a resolution approving a financing contract between the city and DDA, to provide assistance with the city's water/sewer capital improvement projects.

City Manager Dissette briefed the Council on Resolution 2016-85, and explained that the resolution is intended to memorialize the financing process in order to provide clarity to current and future elected officials and appointed staff.

Moved by Arnold, seconded by Gruber, to approve Resolution 2016-85, a resolution approving a financing contract between the city and DDA, to provide assistance with the city's water/sewer capital improvement projects.

Voted Yes: All. Motion carried.

11. Council will be asked to approve Resolution 2016-86, a resolution to approve a detachment agreement, with South Haven Charter Township, and detachment of property from the City's jurisdiction.

City Manager Dissette described the detachment agreement, explaining that a number of years ago a residential property had been split between the jurisdictions of the City of South Haven and South Haven Charter Township.

Moved by Klavins, seconded by Smith, to approve Resolution 2016-86, a resolution to approve a detachment agreement with South Haven Charter Township, and detachment of property from the City's jurisdiction.

Voted Yes: All. Motion carried.

12. Council will be asked to approve Resolution 2016-87, a resolution approving and authorizing the Mayor and City Clerk to sign the South Haven Area Water-Sewer Authority contract.

City Manager Dissette briefed the Council on the South Haven Area Water-Sewer Authority contract, explaining the need to formalize a document confirming the jurisdictional relationships already in place.

Moved by Smith, seconded by Arnold, to approve Resolution 2016-87, a resolution approving and authorizing the Mayor and City Clerk to sign the South Haven Area Water-Sewer Authority contract.

Voted Yes: All. Motion carried.

13. Council will be asked to take the following actions related to the proposed Homebuyer Purchase Rehabilitation Program:

A. Council will be asked to open a public hearing and receive comment regarding the submission of a Request for Proposal and an application to the Michigan State Housing Development Authority for HOME funds for the Homebuyer Purchase Rehabilitation Program.

Moved by Gruber, seconded by Arnold, to open a public hearing and receive comment regarding the submission of a Request for Proposal and an application to the Michigan State Housing Development Authority for HOME funds for the Homebuyer Purchase Rehabilitation Program.

Voted Yes: All. Public hearing opened.

City Manager Dissette briefed the Council on the grant funds that the City intends to apply for, and explained that there is no requirement of a local match.

There was no public comment on the issue.

Councilmember Andy Klavins asked to clarification of Michigan State Housing Development Authority guidelines.

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

Voted Yes: All. Public hearing closed.

B. Council will also be asked to approve Resolution 2016-88, a resolution authorizing the City Manager to submit a Request for Proposal and an application to the Michigan State Housing Development Authority for the Homebuyer Purchase Rehabilitation Program.

Moved by Arnold, seconded by Smith, to approve Resolution 2016-88, a resolution authorizing the City Manager to submit a Request for Proposal and an application to the Michigan State Housing Development Authority for the Homebuyer Purchase Rehabilitation Program.

Voted Yes: All. Motion carried.

14. Council will be asked to approve Resolution 2016-89, a resolution setting the seasonal and transient slip rates at South Haven Municipal Marinas.

Assistant City Manager Kate Hosier explained the proposed 2017 slip rates.

Moved by Arnold, seconded by Smith, to approve Resolution 2016-89, a resolution setting the seasonal and transient slip rates at South Haven Municipal Marinas.

Voted Yes: All. Motion carried.

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

16. City Manager's Comments

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City Manager Dissette reminded about the weekly tailgate talks regarding the capital improvement projects underway, as well as the weekly updates available on the City's website.

17. Mayor and Councilperson's Comments

Councilmember Klavins reminded about the annual high school fall play.

Councilmember Smith commended City staff for their continued work on the capital improvement projects.

Councilmember Arnold reminded everyone to vote in the upcoming election.

Councilmember Gruber reminded everyone to vote in the upcoming election.

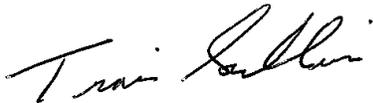
Councilmember Schlack reminded everyone to vote in the upcoming election.

Mayor Burr commented briefly on Consent Agenda Item D.

18. Adjourn

Moved by Smith, seconded by Klavins, to adjourn the meeting.
Voted Yes: All. Motion carried, meeting adjourned at 7:47 p.m.

RESPECTFULLY SUBMITTED,



Travis Sullivan
City Clerk