

# City Council

## Regular Meeting Minutes

Monday, January 16, 2017  
7:00 p.m., Council Chambers



1. **Call to Order by Mayor Burr @ 7:00 p.m.**
2. **Invocation – Father Rick Turner – Holy Trinity Anglican Church**
3. **Proclamations: Police Chief Selection Committee**
4. **Roll Call**

Present: Jeff Arnold, Clark Gruber, Andy Klavins, Vickiy Kozlik-Wall, Scott Smith, Robert Burr

Absent: Steve Schlack

Moved by Smith, seconded by Klavins, to excuse councilmember Schlack 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 E (Roll Call Vote Required)**

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

- A. Council will be asked to approve the regular City Council minutes for January 3, 2017.
- B. Council will be asked to approve invoices totaling \$1,770,753.27 for the period ending January 15, 2017 to be approved and forwarded to the Clerk and Treasurer for payment.
- C. Council will be asked to approve the bid from JMB Demolition for \$11,300.
- D. Council will be asked to approve the purchase of one Gritt Mitt Shaftless Classifier, Model GSC3 from WesTech of Salt Lake City, Utah in the amount of \$36,300.
- E. Council will be asked to accept the following meeting minutes:
  - 1) October 6, 2016 Planning Commission minutes;
  - 2) November 16, 2016 Housing Commission minutes;

A Roll Call Vote was taken:

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

Nays: None

Motion carried.

## NEW BUSINESS

### **7. Council will be asked to approved the following Special Events:**

- a. Special Event 2016-52, 6<sup>th</sup> Annual Salute to Veterans, to be held on August 19, 2017 from the lighthouse on both piers to the South Side Municipal Marina, and Riverfront Park.**

City Manager Brian Dissette informed the Council that city staff has no concerns, and recommended approval of the event.

Moved by Kozlik-Wall, seconded by Arnold, to approve Special Event 2016-52, 6th Annual Salute to Veterans, to be held on August 19, 2017 from the lighthouse on both piers to the South Side Municipal Marina, and Riverfront Park.

Voted Yes: All. Motion carried.

- b. Special Event 2016-53, 2017 South Haven Farm Market, to be held on Wednesdays and Saturdays 8:00 a.m. until 2:00 p.m. from May until October, in the Huron Street Pavilion/Dyckman Park.**

Dissette informed the Council that the South Haven Chamber of Commerce has been contracted to run the Farm Market. Dissette also mentioned that there are approximately ten days during 2017 in which a limited number of food trucks will be allowed to be present.

Moved by Smith, seconded by Kozlik-Wall, to approve Special Event 2016-53, 2017 South Haven Farm Market, to be held on Wednesdays and Saturdays 8:00 a.m. until 2:00 p.m. from May until October, in the Huron Street Pavilion/Dyckman Park.

Voted Yes: All. Motion carried.

### **8. Council will be asked to consider a motion to approve Resolution 2017-01, a resolution which appoints the board members, sets the board members' compensation, and schedules the meeting dates for the 2017 Board of Review.**

Dissette named the board members (Elaine Shumaker, Mark Reece, Frederick Kauffman, and Kilby Brandt), as well as the meeting dates for 2017.

Moved by Gruber, seconded by Arnold, to approve Resolution 2017-01, a resolution which appoints the board members, sets the board members' compensation, and schedules the meeting dates for the 2017 Board of Review.

Voted Yes: All. Motion carried.

### **9. Council will be asked to consider a motion to approve Resolution 2017-02, a resolution adopting the 2017 property tax poverty exemption guidelines.**

Dissette informed the Council that this is a resolution that is brought for approval annually. The federal guidelines have increased, and staff recommends that the Council adopt the resolution with a higher threshold, which will ultimately benefit those seeking relief.

Moved by Kozlik-Wall, seconded by Smith, to approve Resolution 2017-02, a resolution adopting the 2017 property tax poverty exemption guidelines.

Voted Yes: All. Motion carried.

**10. Council will be asked to consider a motion to approve Resolution 2017-03, a resolution adoption the 2017 special assessment poverty exemption guidelines.**

Dissette informed the Council that this is a similar program to the one previously discussed, although this program specifically targets those individuals qualifying for an exemption that also are carrying a special assessment on their property.

Moved by Arnold, seconded by Klavins, to approve Resolution 2017-03, a resolution adoption the 2017 special assessment poverty exemption guidelines.

Voted Yes: All. Motion carried.

**11. Council will be asked to consider a motion to approve Resolution 2017-04, a resolution approving an annual license agreement with the Michigan Maritime Museum, for use at the 260 Dyckman Avenue location. The agreement, if approved by the Council, will formally acknowledge and allow the Michigan Maritime Museum, a local nonprofit organization, to host events which may include alcohol service.**

Dissette informed the Council that the intent of the agreement is to allow the museum to host events where alcohol will be served, while at the same time ensuring that the city is properly insured and that there is a formalized agreement in place.

Moved by Smith, seconded by Arnold, to approve Resolution 2017-04, a resolution approving an annual license agreement with the Michigan Maritime Museum, for use at the 260 Dyckman Avenue location. The agreement, if approved by the Council, will formally acknowledge and allow the Michigan Maritime Museum, a local nonprofit organization, to host events which may include alcohol service.

Voted Yes: All. Motion carried.

**12. Council will be asked to approve the plans for the Central Lofts Phase 3 Condominium Development with the following conditions:**

- A. Approval of a waiver to allow increased density to permit an additional nineteen (19) residential units proposed for Phase III.**
- B. Denial of a waiver to set aside eight (8) parking spaces requiring that all parking be constructed as part of Phase III.**
- C. That no occupancy permits be issued for Phase III until:**

- i. **Sidewalks on the north side of Superior Street between School Street and Broadway Street are installed;**
- ii. **Curb and gutter on the driveway between the south parking lot and the lower level, indoor parking at 525 Superior Street is complete;**
- iii. **Top asphalt course is finished on the south parking lot (south of 500 Erie Street and east of 525 Superior Street) and driveway between south parking lot and lower level;**
- iv. **Parking space striping is done for all areas;**
- v. **Barrier free parking signage is in place;**
- vi. **Monument markers are replaced between Phase 1 and Phase 2;**
- vii. **New water and sewer services are installed;**
- viii. **All engineering issues are resolved to the satisfaction of the city engineer; and**
- ix. **All retaining walls be completed with appropriate materials.**

Dissette informed the Council that the Planning Commission was very clear in their approval of this project, provided all of the aforementioned conditions are met.

Assistant City Manager Kate Hosier briefed councilmembers on reasons why the project must be brought to the Council for approval. Hosier also provided further detail regarding the project, and informed the Council that staff recommends its approval.

Mayor Burr posed questions regarding water and sewer services, to which City Engineer Larry Halberstadt responded.

Councilmember Klavins asked for clarification, stating his assumption that the conditions provided ensure that individual units can be sold upon their completion, once all exterior areas have been addressed. Dissette confirmed.

Moved by Klavins, seconded by Smith, to approve the plans for the Central Lofts Phase 3 Condominium Development with the aforementioned conditions.

Voted Yes: All. Motion carried.

- 13. Council will be asked to consider a motion to approve Resolution 2017-05 a resolution setting updated fees for daily, weekly, and annual beach parking permits and setting updated parking violation fees for the city's beach parking areas.**

Dissette briefed the Council on the need for increases to the various beach parking fees, as well as summarized the proposed prices. Dissette also provided justifications for the price increases, which include the work and updates done recently to the city's beaches. Dissette explained that staff has compared the current beach parking rates to similar communities along the lakeshore, which has helped in deciding on a price increase.

Councilmember Kozlik-Wall asked for clarification on the three stickers that are currently still good. Dissette responded that three year stickers that have already been sold are good, and that the price increase will only affect sales moving forward. Kozlik-Wall also asked for confirmation that money raised by beach parking goes directly back into the beaches, which Dissette confirmed, along with describing the necessary costs and labor that go into maintaining the beaches.

Moved by Gruber, seconded by Arnold, to approve Resolution 2017-05 a resolution setting updated fees for daily, weekly, and annual beach parking permits and setting updated parking violation fees for the city's beach parking areas.

Voted Yes: All. Motion carried.

**14. Council will be asked to consider approval of Resolution 2017-06, a resolution which presents ballot language sought by the South Haven Memorial Library, which seeks .25 mills for 40 years, to fund improvements at the library facility. If approved, the ballot language would be placed on the May ballot for consideration by the city's voters.**

Dissette briefly summarized the library's capital improvement plan, and informed the Council that the ballot language has already been approved by South Haven Charter Township. If either the City or Township were to reject the language, the item would go back to the library for further consideration and reworking.

Moved by Kozlik-Wall, seconded by Klavins, to approve Resolution 2017-06, a resolution which presents ballot language sought by the South Haven Memorial Library, which seeks .25 mills for 40 years, to fund improvements at the library facility. If approved, the ballot language would be placed on the May ballot for consideration by the city's voters.

Voted Yes: All. Motion carried.

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

Paul Vandenbosch, 757 Superior Street, spoke regarding the closing of the Palisades nuclear plant.

Van Buren County Commissioner Gail Patterson-Gladney, 914 Kalamazoo Street, thanked the mayor and city manager for their attendance her swearing-in ceremony.

**16. Department of Public Works Director's Update to City Council**

Public Works Director Bill Hunter provided the Council with an update on the various capital improvement projects the city is currently working on.

**17. City Manager's Comments**

Dissette followed up on Hunter's summary of the city's capital improvement projects. Dissette also informed the Council that dates will be set at the next Council meeting regarding the budget process.

### **18. Mayor and Councilperson's Comments**

Councilmember Kozlik-Wall took a moment to recognize a South Haven High School graduate who recently won a UFC event, as well as reminded residents and fellow councilmembers about the upcoming Icebreaker event.

Councilmember Gruber thanked city staff for working to allow food trucks at the Farm Market in 2017.

Councilmember Arnold recognized January 16 as Martin Luther King Day, and offered a quote from Dr. King.

Councilmember Smith also offered a quote from Dr. King. Smith also thanked city staff for their work on the roads under construction amid the challenging conditions posed by the warmer than normal winter.

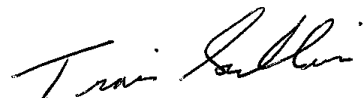
Councilmember Klavins asked for an update regarding the timetable for completion of the capital improvement projects currently underway, to which Dissette responded.

Mayor Burr offered a "thank you" to all of the members of the police chief selection committee. Mayor Burr also offered his congratulations to Aaron Cobb regarding a diversity award he recently received.

### **19. Adjourn**

Moved by Kozlik-Wall, seconded by Klavins, to adjourn the meeting.  
Voted Yes: All. Motion carried, meeting adjourned at 7:59 p.m.

RESPECTFULLY SUBMITTED,



**Travis Sullivan**  
**City Clerk**