CITY COUNCIL MEETING MINUTES FROM OCTOBER 4, 2016

The Regular Meeting was called to order by Mayor Strazdas at 7:30 p.m.

At the request of Mayor Strazdas, Pastor Scott Blowers of The Bridge Church gave the invocation and City Council and the audience recited the Pledge of Allegiance.

At the request of Mayor Strazdas, the City Clerk called the roll with the following members present: Councilmembers Richard Ford, Jim Pearson, Patricia M. Randall, Claudette Reid and Terry Urban, Mayor Pro Tem Nasim Ansari and Mayor Peter Strazdas. Also in attendance were City Manager Larry Shaffer, City Attorney Randy Brown and City Clerk James R. Hudson.

PROCLAMATION: Mayor Strazdas issued a National Community Planning Month Proclamation. Discussion followed.

APPROVAL OF MINUTES: Motion by Ansari, seconded by Reid, to approve the Committee of the Whole Meeting Minutes of September 20, 2016, and the Regular Meeting Minutes of September 20, 2016, as presented. Upon a voice vote, motion carried 7 to 0.

Motion by Reid, seconded by Pearson, to approve the Pre-Council Meeting Notes of October 3, 2016, as presented. Upon a voice vote, motion carried 7 to 0.

* **CONSENT AGENDA:** Mayor Strazdas asked Councilmember Urban to read the Consent Agenda. Councilmember Reid asked that Item F.4, 2017 City Council Meeting Schedule, be removed from the Consent Agenda

Motion by Urban, seconded by Reid, to approve the Consent Agenda motions as amended. Upon a roll call vote, motion carried 7 to 0.

* **APPROVAL OF ACCOUNTS PAYABLE REGISTER OF OCTOBER 4, 2016:** Motion by Urban, seconded by Reid, to approve the Accounts Payable Register of October 4, 2016. Upon a roll call vote, motion carried 7 to 0.

PUBLIC HEARING:

REZONING APPLICATION #16/17-1 (10332 SHAVER ROAD): Mayor Strazdas deferred to City Manager Larry Shaffer, who reviewed the progress thus far and stated that the request is consistent with the Comprehensive Plan, the Future Land Use Plan and the existing pattern along the west side of Shaver Road. He then asked that Community Development Director Vicki Georgeau provide an explanation. Ms. Georgeau placed a map of the property in question at 10332 Shaver Road on the screen for viewing by the Council, the audience and the television viewing audience. She described past uses as nonconforming office/commercial instead of residential. She said that there was a desire of the new property owner to formally rezone the property instead of establishing another similar nonconforming use in order to make it consistent with a more commercial designation. She indicated that the request is to change the zoning from R-1B, one-family residential, to B-3, general business, and referred Council to the maps included for Council and the public online which demonstrated that the property to the north of 10332 Shaver Road was zoned B-3, general business, and to the south on the corner of Shaver Road and Rolling Hill Avenue, that property was zoned B-1, local business. She mentioned that to the west is a small buffer to property that is zoned R-1B, one-family residential. She echoed Mr. Shaffer and indicated that the request is consistent with the Comprehensive Plan, the Future Land Use Plan and the existing pattern along the west side of Shaver Road. She disclosed that the Planning Commission had a public hearing in August where there were no objections from the public or surrounding property owners, and the Planning Commission was unanimous in recommending the rezoning of this property.

There being no further input, questions or statements from Council or the applicant, Mayor Strazdas opened the public hearing to the audience. There being no further input, questions or statements, Mayor Strazdas entertained a motion to close the public hearing.

Motion by Urban, seconded by Reid, to close the public hearing. Upon a voice vote, motion carried 7 to 0.

Motion by Pearson, seconded by Ansari, to approve Rezoning Application #16/17-1 (10332 Shaver Road), with a change from R-1B, one-family residential, to B-3, general business. Upon a roll call vote, motion carried 7 to 0. Ordinance recorded on page 373 of City of Portage Ordinance Book No. 12.

REPORTS FROM THE ADMINISTRATION:

* **BLUE CARE NETWORK ADVANTAGE PLAN:** Motion by Urban, seconded by Reid, to approve a one-year contract renewal with Blue Care Network for retiree health insurance and authorize the City Manager to execute all documents related to the contract renewal on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

* **WORKERS' COMPENSATION EXCESS INSURANCE:** Motion by Urban, seconded by Reid, to award a two-year contract renewal to Midwest Employers Casualty Company for workers' compensation excess insurance coverage for an annual fee of $76,499 plus payroll adjustments and authorize the City Manager to execute all documents related to this contract renewal on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

* **MICHIGAN DEPARTMENT OF TRANSPORTATION CONTRACT #16-5442:** Motion by Urban, seconded by Reid, to approve Contract #16-5442 between the Michigan Department of Transportation and the City of Portage for traffic signal improvement work at the Romence Road and South Westnedge Avenue intersection, adopt a Resolution authorizing the City Manager to sign Contract #16-5442, and authorize the City Manager to sign all other documents related to this project on behalf of the city. Upon a roll call vote, motion carried 7 to 0. Rezoning recorded on page 213 of City of Portage Resolution Book No. 46.

2017 CITY COUNCIL MEETING SCHEDULE: Councilmember Reid opened a discussion on changing the November 2017 Regular City Council Regular Meeting dates and offered some options. Discussion followed. Councilmember Reid narrowed the choices to both the 7th and the 21st of November, or to the 8th and 14th of November, if there is a desire to not meet on election night. Discussion followed. City Attorney Randy Brown read from Section 5. Regular Meetings; Time-Place, of the Rules of Order and procedure for the City Council, Portage, Michigan: "….When the day fixed for any regular meeting falls upon a national holiday, or the eve of a national holiday, or upon any regular or special election day, the council may determine to hold such meeting at the same hour within a week preceding or succeeding the regular day or cancel the meeting…." and then notice be provided. Discussion followed.

Motion by Urban, seconded by Reid, to establish the 2017 Schedule of Regular City Council Meetings as amended to read Tuesday, November 7 and Tuesday, November 21, 2017, instead of Wednesday, November 1 and Tuesday, November 14, 2017. Upon a roll call vote, motion carried 7 to 0.

COMMUNICATIONS:

* **PUBLIC MEDIA NETWORK (PMN) EXECUTIVE DIRECTOR HARRY "HAP" HAASCH:** Motion by Urban, seconded by Reid, to receive the communication dated September 26,

2016, from Public Media Network Executive Director Harry "Hap" Haasch as information only. Upon a roll call vote, motion carried 7 to 0.

UNFINISHED BUSINESS:

* **AMENDMENT TO CODE OF ORDINANCES - PURCHASING:** Motion by Urban, seconded by Reid, to adopt the amendment to Division 2, Section 2-171, Article 5, of Chapter 2, "Purchases and Sales" in the City of Portage Code of Ordinances. Upon a roll call vote, motion carried 7 to 0. Ordinance recorded on page 375 of City of Portage Ordinance Book No. 12.

* **MINUTES OF BOARDS AND COMMISSIONS MEETINGS:** City Council received the minutes of:

Portage Planning Commission of August 18, 2016.
Portage Public Schools Board of Education Regular and Special of August 15, Policy Governance of August 22 and Policy Governance and Committee of the Whole of September 12, 2016.

COUNCIL COMMITTEE REPORTS:

PUBLIC MEDIA NETWORK (PMN): Councilmember Reid indicated that the PMN Board discussed the revision of the By-Laws, and the minutiae therein. She mentioned that the Attorney added some language during the discussion that required quite a lot of extra consideration for a consensus. She stated that the Attorney is now drafting that language for consideration by the Board. She reasoned that this is important because of the effect it will have on the Urban Cooperation Agreement that is the basis of PMN and will require the approval of each of the municipalities. She noted that the major change that will be reflected in the By-Laws of the Urban Cooperation Agreement is the reduction of the number of people on the Board which will provide a smaller group that is more involved and will mean fewer problems with establishing a quorum for meeting purposes. She said that the Board should be able to send the By-Laws back to the municipalities within a month or two.

Motion by Ford, seconded by Reid, to receive the report from Councilmember Reid regarding Public Media Network (PMN). Upon a voice vote, motion carried 7 to 0.

NEW BUSINESS:

* **APPOINTMENTS TO VARIOUS BOARDS AND COMMISSIONS:** Motion by Urban, seconded by Reid, to reappoint David Mayfield and appoint Dave Solberg and Kathy Fiebig with terms ending October 1, 2019, and appoint Deirdre Nieves with unfulfilled term ending October 1, 2017, to the Environmental Board; appoint Mike Barton, Dabney Dalton and Charles Wiles with terms commencing on January 1, 2017, and ending December 31, 2019, to the Historic District Commission; reappoint Effie Kokkinos, Elma (Pat) Maye and Fiorella Spalvieri with terms ending October 1, 2019, to the Human Services Board; reappoint Kathleen Hoyle and Jonathan Peer and appoint Robb Krueger with terms ending October 1, 2019, to the Park Board; reappoint Jean Wenz and appoint Sharon White and Geana Goorhouse with terms ending October 1, 2019, and appoint Albert Steffens and Lawrence Smith as Alternate Members with terms ending October 1, 2018, to the Senior Citizens Advisory Board; and, appoint Derek Debiak with term commencing on January 1, 2017, and ending December 31, 2022, to the Economic Development Corporation/Tax Increment Finance Authority/Brownfield Redevelopment Authority. Upon a roll call vote, motion carried 7 to 0.

OTHER CITY MATTERS:

STATEMENTS OF CITY COUNCIL: Councilmember Reid encouraged all citizens to watch the Vice Presidential Candidate Debate at 9:00 p.m. to get as much information as possible. proudly announced that she has a new grandson.

Councilmember Randall thanked all of the citizens who volunteered and interviewed at the Special Meeting of Council for positions on various Advisory Boards and Commissions of Council.

Councilmember Pearson thanked City Manager Larry Shaffer and staff for the placement of the red brick pedestrian crossings at the City Centre area on South Westnedge at West Centre Avenue as being a very attractive addition to the roadway. Mayor Strazdas concurred.

Mayor Pro Tem Ansari concurred with Councilmembers Randall and Pearson.

Mayor Strazdas commented that he is very pleased with the $500,000 investment from the Michigan Legislature through the Geological Survey of Western Michigan University to perform subsurface data collection of water. He cited this as a very important topic, especially for the question of water quality for the future of our region, and stressed that it is critical to obtain this information and explained.

MATERIALS TRANSMITTED:

* **MATERIALS TRANSMITTED OF SEPTEMBER 20, 2016:** Motion by Urban, seconded by Reid, to receive the Materials Transmitted of September 20, 2016. Upon a roll call vote, motion carried 7 to 0.

ADJOURNMENT: Mayor Strazdas adjourned the meeting at 8:06 p.m.

James R. Hudson, City Clerk

***Indicates items included on the Consent Agenda.**