

HUDSONVILLE CITY COMMISSION
City Commission Minutes

May 13, 2014

Mayor Van Doeselaar called a Work Session of the Hudsonville City Commission to order on Tuesday, May 13, 2014 at 6:00 PM.

Present: Mayor Van Doeselaar, Commissioners Brandsen, Bolhuis, Leerar, Northrup, O'Brien, Raterink, City Manager Waterman, and City Clerk Wiersum. Marketing Coordinator Michelle Fare was also present. Attorney Wendt arrived at 6:40 p.m.

8355. Motion by Northrup, seconded by O'Brien, to excuse Commissioner Leerar from the regular City Commission session tonight.

All aye, motion carried.

8356. *Fireworks Permit.*

Michelle Fare, Marketing Coordinator, reported to the City Commission on the proposed fireworks show that would take place as part of the Saladbowl Bash on July 26. The committee has identified the "Triangle Property", owned by the DDA, as the best location for the fireworks show. The show will be the same caliber of fireworks that a resident of Michigan could buy, however, the fireworks will be shot off by Night Magic, a pyrotechnic professional company. For safety purposes, the Service Drive will be closed during the show. The north side of Prospect would also be shut down during the show. Emergency Management personnel will be available to secure a safe perimeter around the triangle property during the show.

Night Magic carries a \$5 million insurance policy and will name the City of Hudsonville as additionally insured on their policy.

Michelle has reviewed the fireworks proposal with City Staff. Chief Mohr did have a concern relating to the direction and speed of the wind during the show. Night Magic assured him that the show would not go on unless the wind conditions allow for a safe show. It was also suggested that a fire truck be stationed close by during the show.

Michigan Department of Licensing and Regulatory Affairs has a state-mandated application form and permit that must be completed by Night Magic and approved by the City before a fireworks display can take place. Night Magic has

completed the application, and if the City Commission approves this application, the Mayor could sign the permit allowing the fireworks display to take place.

8357. *Michelle Fare Employment Agreement.*

City Manager Waterman stated that Michelle Fare has been under contract for the past three years as the City's Marketing Coordinator. The City also has a Memorandum of Understanding with the Hudsonville Chamber of Commerce which states that the Chamber will cover 50% of Michelle's employment costs. That contract expires on June 30, 2014.

The City Personnel Committee met in April to discuss this issue, and the Committee is recommending that Michelle's employment agreement be allowed to expire and that Michelle would then be considered a regular full time employee of the City with all benefits offered to full time employees. The City Manager also submitted a revised Memorandum of Understanding between the City and the Chamber which reflects this change. The Chamber would still be covering 50% of Michelle's salary and benefits.

8358. *Additional 2014-2015 Road Projects.*

The City Commission watched a short video on the use of FiberMat for use on city streets. City Manager Waterman reviewed with the City Commission five street projects recommended by City staff as additional road projects in 2014-2015. These projects would need to be included in the proposed budget for 2014-2015. If all of these projects are done, the City's fund balance would be reduced to approximately \$300,000. The consensus of the Commission is to include these projects in the 2014-2015 budget.

8359. *City Property for Sale.*

The City has received an offer for a vacant piece of property at 3500 Barker Street that the City owns. The Commission questioned City Attorney Wendt on whether the City needs to take bids on this property before it is sold. Attorney Wendt indicated that the City is not legally required to advertise this sale, but the City should made a determination as to what the fair market value of the property is before accepting an offer on the property. The consensus of the Commission is that the City should advertise for bids for the sale of this property before an offer is accepted.

8360. Motion by O'Brien, seconded by Raterink, to adjourn the work session at 6:55 p.m. for the regular session.

All aye, motion carried.

Mayor Van Doeselaar called the Regular Session of the Hudsonville City Commission to order at 7:00 P.M., May 13, 2014. The Pledge of Allegiance was stated and Commissioner O'Brien gave the invocation.

Present: Mayor Van Doeselaar, Commissioners Bolhuis, Brandsen, Northrup, O'Brien, Raterink, City Manager Waterman, City Attorney Wendt and City Clerk Wiersum.

Absent: Commissioner Leerar

PUBLIC COMMENTS

8361. James Miedema was present and introduced himself as a candidate for County Commissioner for District 5. He is running for the seat being vacated by Jim Holtrop, due to the fact that Jim Holtrop is running for State Representative.

8362. Motion by Raterink, seconded by O'Brien, to approve the Consent Agenda consisting of the following:

1. Minutes of City Commission work session & regular session dated April 15, 2014.
2. Minutes of City Commission work session dated April 27, 2014.
3. Minutes of Planning Commission meeting dated April 16, 2014.
4. Minutes of Zoning Board of Appeals dated April 16, 2014.
5. Gary Byker Memorial Library Director's Report – April, 2014.

All aye, motion carried.

Public Safety

8363. Fire, Police and Emergency Services statistical reports for April received as information.

Public Works

8364. Hillcrest Road Watermain Improvements.
Motion by O'Brien, seconded by Raterink, to approve the bid from Cutting Edge Excavating for \$308,260.50 for the Hillcrest Road watermain and road improvement project.

Yea 6, Nay 0, motion carried.

Finance

8365. Finance Director's Financial Reports for March 2014 were given by City Manager Waterman. An Investment report was also available for review.

Approval of Bills

8366. Motion by Brandsen, seconded by Northrup, to approve the payment of the bills in the amount of \$238,812.79 and to confirm payment of bills paid between meetings and reviewed by the Finance Committee.

Yea 6, Nay 0, motion carried.

Personnel

8367. Michelle Fare Employment Agreement.
Motion by Brandsen, seconded by O'Brien, to allow the current Employment Agreement with Michelle Fare to expire on June 30, 2014, and thereafter consider Fare as a regular full-time employee of the City. This recommendation is contingent upon the City receiving a 50% reimbursement for Fare's salary and benefit costs, pursuant to the attached Memorandum of Understanding with the Hudsonville Chamber of Commerce.

Yea 6, Nay 0, motion carried.

Administration

8368. Fireworks.
Motion by O'Brien, seconded by Brandsen, to authorize Mayor Van Doeselaar to sign the permit for Display Fireworks on July 26, 2014 at dusk as part of the Saladbowl Bash festival.

Yea 6, Nay 0, motion carried.

8369. Sale of Property.
Motion by O'Brien, seconded by Northrup, to table the proposal for purchase of property at 3500 Barker Street.

Yea 6, Nay 0, motion carried.

Motion by O'Brien, seconded by Northrup, to authorize the City Clerk to publish for bids for the sale of 3500 Barker St. Parcel No. 70-14-32-206-014 in *The Grand Rapids Press* with a 14-day period for a closing date to receive bids. Bids must include a plan use of the property and a time line for its use.

Yea 6, Nay 0, motion carried.

8370. Distribution of Proposed 2014-2015 Budget.
City Manager Waterman distributed copies of the proposed 2014-2015 Budget to the City Commission. The budget will be formally presented at the June 10 City Commission meeting, and a public hearing will held at that time to adopt the Fiscal Year 2014-2015 Budget.

ADJOURNMENT

8371. Motion by O'Brien, seconded by Raterink, to adjourn at 7:30 p.m.

All aye, motion carried.

Jan Wiersum
Hudsonville City Clerk

Mayor Van Doeselaar